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DEPARTMENT OF LAND AND NATURAL RESOURCES
COMMISSION ON WATER RESOURCE MANAGEMENT
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STAFF SUBMITTAL

for the meeting of the
COMMISSION ON WATER RESOURCE MANAGEMENT

May 16, 2012
Honolulu, Hawaii

Approval of the Scope of Work for the Ewa Watershed Management Plan to
Update the Water Use and Development Plan for the City and County of Honolulu

SUMMARY OF REQUEST:

Staff is requesting that the Commission approve the scope of work for the Ewa Watershed Management Plan, which will update the Water Use and Development Plan for the City and County of Honolulu.

BACKGROUND:

The State Water Code, Chapter 174C, HRS, requires that the Commission on Water Resource Management (Commission) implement and utilize comprehensive water resources planning in its regulation and management of our State's water resources. The water code sets forth the requirement for initial development and updating of the Hawaii Water Plan (HWP) to guide the Commission in executing its general powers, duties, and responsibilities assuring economic development, good municipal services, agricultural stability, and environmental protection.

The HWP is intended to serve as a continuing long-range guide for water resource management. The HWP currently consists of five major components (plans) identified as the: 1) Water Resource Protection Plan, 2) Water Quality Plan, 3) State Water Projects Plan, 4) Agricultural Water Use and Development Plan, and 5) County Water Use and Development Plans (WUDP). The water code mandates that these individual plans be prepared and integrated into a comprehensive "master plan" to provide for effective coordination and long-range planning between state and county agencies.

To fulfill this mandate, the components of the HWP must be reviewed and updated on a regular basis. The initial HWP adopted by the Commission in 1990, provided the means in which to address many issues, including but not limited to, estimates of sustainable ground water yields by island, aquifer sectors/aquifer systems, as well as an initial evaluation of current and projected water needs for the State and the Counties.

An updated HWP is considered essential to effective coordination and integration of State and County actions related to sustainable water resource development and enables the Commission to more effectively implement the statutory objectives of the State Water Code. Absence of updated information can lead to preparation and implementation of inadequate or unrealistic plans for development of existing and alternative water resources, and may result in conflicting objectives or uses that threaten our State's limited water resources. The lack of up-to-date demand projections and proposed strategies to meet such demands limit the State's and Counties' ability to address future water development and resource protection issues.

In updating the HWP components, there is consensus agreement among State and County agencies that a comprehensive water resource planning process is needed to address the problems of supply, demand, and conservation of water. Accordingly, the required updates/revisions to the HWP should follow and utilize an evaluation and assessment process that emphasizes the consideration of various planning scenarios incorporating uncertainties, environmental externalities, and public needs into a strategic decision-making process.

Under a comprehensive resource planning approach, all types of resources would be assessed and weighed in the context of new/existing supply-side resources, alternative source development such as wastewater reuse, conservation, alternative rate structures, as well as other demand-side management methods. In this process, the concept of least-cost planning can be pursued while balancing supply-side and demand-side management issues. A major outcome of this effort will be the development of coordinated strategies to meet future water demands, including greater use of alternative water sources, wherever possible.

STATEWIDE FRAMEWORK:

Updating the various components of the Hawaii Water Plan should take into consideration current statutory objectives which include, but are not limited to, obtaining maximum reasonable-beneficial uses of water; protection of existing water rights and traditional and customary Hawaiian practices; protection and procreation of fish and wildlife; and the maintenance of proper ecological balance, scenic beauty, and recreation.

In addition, the updating process should lead to refinement of current projections, planning principles, and strategies associated with water resource planning and development. Such efforts should result in: identification and assessment of potential new sources; more realistic demand projections/forecasts; improvements in the operation of existing systems; application of various screening criteria/analyses; more effective integration between demand- and supply-side resource options; and overall improved coordination between State and County water use and development plans.

Another element of the updating process should include a facilitated public participation process involving the community, public interest groups, and government agencies involved in the preparation of the County WUDPs. Under such a process, it is envisioned that stakeholder and/or community groups may be formed to scope issues and address water-related concerns using a collaborative (as opposed to an adversarial) process.

The planning objectives described above are clearly set forth and established within "The Statewide Framework for Updating the Hawaii Water Plan" adopted by the Commission in February 2000. Recommended planning elements for each component of the HWP are prescribed in the adopted framework document, including issues that should be addressed as part a comprehensive updating process.

DISCUSSION/ANALYSIS:

In addition to the statutory requirements set forth in the State Water Code, key elements of the statewide framework pertaining to the update of the County Water Use and Development Plans include, but are not limited to:

- Submission of a County-Specific WUDP Project Description for review and approval by the Commission. The Project Description should include:
  - Identification of specific issues relating to land use, water use and resource development, and the relative priority of the issues to be addressed in the WUDP update;
  - An outline of the County's plan for establishment of planning objectives and evaluation criteria;
  - A description of its public/stakeholder participation and public information program;
  - A description of its plans for identification of: water demand forecasts (and the consideration of future uncertainties) within the hydrologic units identified by the Commission, conservation and demand-side management programs, source development options and any potential impacts to the resource, and the development and integration of resource development strategies;
  - A schedule for the County's updating of the WUDP, which shall:
    - Outline the different stages and activities of the County's planning effort;
    - Indicate the approximate times and anticipated duration for public participation activities;
    - Indicate the approximate timeframe for County approval of the WUDP and submission of the WUDP to the Commission for adoption;
  - A description on how information from the State Water Projects Plan and the Agricultural Water Use and Development Plan will be integrated and used in updating the WUDP.
- Each County shall brief the Commission and its staff regarding any planned updates of the County WUDP; and
- Lastly, periodic milestone briefings to the Commission by the County shall also be required as part of the WUDP updating process.

Key statutory requirements that should be addressed as part of the WUDP update include:

- Consistency with:
  - The Water Resource Protection Plan and Water Quality Plan;
  - County land use plans and policies; and
  - State land use classification and policies.
- The status of water and related land development including an inventory of existing water uses;
- Future land uses and related water needs;
- Regional plans for water developments including recommended and alternative plans, costs, and adequacy of plans;
- Consultation and careful evaluation of recommendations of concerned Federal, State and County agencies;
- Incorporation of the current and foreseeable development and use needs of the Department of Hawaiian Home Lands; and
- Lastly, updating and modification of the WUDP as necessary to maintain consistency with its zoning and land use policies.

The statutory and framework provisions described above set forth the minimum requirements for updating the WUDP component of the HWP, including the overall-planning framework that should be followed by the Counties in updating their respective WUDPs. The required elements are consistent with the goals and policy of the State Water Code and the Commission's mandate to manage and protect the State's water resources. The envisioned outcomes, benefits, and products are directly supportive of the Commission's duties and responsibilities set forth in Section 174C-5, HRS, and the requirements of the Hawaii Water Plan described in Section 174C-31, HRS.

OAHU WATER MANAGEMENT PLAN / PROJECT DESCRIPTION:

In accordance with these established provisions, the City and County of Honolulu proposed an Oahu Water Management Plan (OWMP) framework. The OWMP framework was presented to and approved by the Commission on March 17, 2004. According to the OWMP framework, the OWMP will be updated based on Oahu's land use planning regions. These regions are: Waianae, Ko'olauloa, Ko'olaupoko, North Shore, Ewa, Central Oahu, East Honolulu and the Primary Urban Center. The OWMP framework calls for regional watershed management plans to be developed for each of these land use planning regions. These watershed management plans will be consolidated into an overall WUDP for the County.

On March 17th, 2004, the Commission approved the scopes of work for the Waianae and Ko'olauloa Watershed Management Plans. These plans have been completed and were adopted by the Commission on March 11, 2011.

On August 28, 2008, the Commission approved the scopes of work for the North Shore and Koolaupoko Watershed Management Plans. The first milestone briefing for the North Shore Watershed Management Plan is scheduled on this agenda. The final draft of the Koolaupoko Watershed Management Plan has been prepared. A public hearing has been scheduled for July 18, 2012.

Staff has evaluated the submitted scope of work (i.e., WUDP "Project Description"; Exhibit 1) and the planning elements described therein and have determined that the proposed WUDP updating process for the Ewa Watershed Planning Area meets the provisions and guidelines set forth in the State Water Code and the Commission's Statewide Framework for Updating the Hawaii Water Plan. Staff is expectant that the efforts of the City and County of Honolulu will result in development of a robust evaluation and assessment process, emphasizing the integration of various planning scenarios, and incorporating uncertainties, environmental externalities, and public needs into a strategic decision-making process. We also note and concur with the County's incorporation of a facilitated public participation/education process involving the community, public interest groups, and government agencies, which is included as Exhibit 2. The work plan and schedule for the plan development is shown in Exhibit 3.

Staff looks forward to the County's implementation of a comprehensive planning approach, which facilitates the development and regular updating of a WUDP that conforms to the intentions of the county land use plans. The WUDP should provide guidance for decision-making on water allocation requests, as well as guidance for the formulation of recommended and alternative strategies for resource development to meet future demand scenarios.

In accordance with the Oahu Water Management Plan Framework, each watershed management plan will be submitted as separate documents, closely supporting each respective land use plan (e.g., Development Plan or Sustainable Community Plan), to the County Council for adoption by ordinance. Each regional plan will also be submitted to the Commission for adoption. At the completion of the first iteration of all the watershed management plans, a consolidation/integration process will be used to address inter-regional issues, culminating in an overall island-wide plan and perspective.

RECOMMENDATION:

Staff recommends that the Commission:

1. Approve the City and County of Honolulu's Scope of Work for the Ewa Watershed Management Plan;

2. Require that the City and County of Honolulu, prior to the commencement of the remaining watershed plans for South Oahu (Central Oahu, Primary Urban Center, and East Honolulu), submit proposed scopes of work (i.e., "Project Descriptions") for those regional areas to the Commission for review and approval; and

3. Authorize staff to participate in meetings and/or workshops, as necessary, with pertinent State and County agencies to facilitate implementation of statutory and framework provisions for updating Oahu's County Water Use and Development Plan.

Respectfully submitted,

WILLIAM M. TAM
Deputy Director

Exhibit (s):
1 Ewa Watershed Management Plan Scope of Work
2 Stakeholder Communication Plan
3 Work Plan and Schedule

APPROVED FOR SUBMITTAL:

WILLIAM J. AILA, JR.
Chairperson

EWA WATERSHED MANAGEMENT PLAN (`EWA WMP)
SCOPE OF WORK – submitted by Townscape, Inc.
November 1, 2011

OVERALL GOAL

The overall goal of the 'Ewa Watershed Management Plan (EWMP) is to develop a community-based, environmentally-holistic, action-oriented plan for the watersheds of the 'Ewa District that will be in alignment with the State of Hawaii Water Code, Act 152 SLH 2000 Relating to Watershed Protection, the Hawaii Water Plan components, the Statewide Framework for Updating the Hawaii Water Plan, the Hawaii Supreme Court Decision on the Waiāhole Ditch Contested Case applying the Public Trust Doctrine and the Precautionary Principle to water resource management, the Oahu Water Management Ordnance 90-62, the 'Ewa Development Plan, the Honolulu Board of Water Supply's vision of "sustainability through stewardship," the Department of Hawaiian Home Lands needs, and other relevant Plans and Principles, and that will also reflect the ahupua'a management values and principles of the people of the 'Ewa region.

The EWMP will be **community-based** through extensive and intensive discussions and consultation with community leaders, community organizations, landowners, developers, public agencies and officials, and other stakeholders. The Plan will be **environmentally holistic** through an inventory and analysis of data on the many natural processes and resources that interact within the 'Ewa District, including climate, geology, topography, soils, surface water, ground water, nearshore ocean waters, plants, animals, and ecological communities, as well as human uses and impacts. The Plan will be **action oriented** by defining and describing projects and programs that can be implemented by the BWS and by other federal, state, and city agencies, as well as by community groups and organizations.

There are five phases for this plan. The first phase will provide a Preliminary Watershed Analysis that includes background research on physical, biological, and socioeconomic conditions, as well as on watershed resources, ideas, and watershed issues from community stakeholders. Based on the data analysis and stakeholder outreach, 'Ewa-specific Watershed Management Plan sub-objectives will be developed. A preliminary methodology for projecting future water demands will also be developed. The second phase will be a Preliminary Plan Formulation, where the water demand forecast methodology will be implemented and refined and natural/alternative water supply and watershed management projects and strategies are developed.

The third phase will then be the development of the Draft Watershed Management Plan, providing water use and watershed management strategies for sustainable water development for 'Ewa. Phase four will be to finalize the EWMP and the fifth phase will include tasks needed for Plan approval.

Exhibit 1

GENERAL PROJECT MANAGEMENT: the consultant shall meet at least once a month with the BWS and DPP Project Managers to review progress and to discuss important project issues and findings.

PHASE 1 – PRELIMINARY WATERSHED ANALYSIS & WATER DEMAND MODEL

1.1 **Draft Work Plan and Project Schedule** shall be submitted within 30 days of Notice to Proceed. The draft Work Plan and Schedule will be developed in consultation with BWS, DPP and CWRM. The EWMP scope of work will be presented to CWRM for approval.

1.2. **Gather and analyze existing relevant data**, including data on land and water resources, water uses and users, water demand trends, land use, transportation, land ownership, demographics, and population projections.

1.3. **Review relevant plans for the `Ewa District** including but not limited to the City and County of Honolulu's *"`Ewa Development Plan (2011),"* the *"Central O`ahu Watershed Study"* which included the `Ewa District, the current State Water Plan reports, and land use plans, water master plans and environmental reports for major proposed new projects, including the D.R. Horton/Schuler Ho`opili project.

1.4. **Conduct an initial stakeholder outreach process** in order to identify important watershed issues as viewed by the `Ewa Neighborhood Board, the Kapolei/Makakilo Neighborhood Board, elected officials, community leaders, major land owners, and public agencies involved with land and water resource planning and management. This initial process will be limited to not more than thirty (30) meetings.

1.5. **Based on the work to date, develop a preliminary list of critical water resources issues for `Ewa,** with a focus on issues relating to water sources, water supply systems and future water demands. This will include some analysis of climate change impacts on both water demand and supply.

1.6 **In consultation with BWS and DPP, develop a set of 'Ewa-specific SUB-OBJECTIVES** that respond to the critical water resources issues outlined by the overall O'ahu Watershed Management Plan objectives of (1) Promote Sustainable Watersheds, (2) Protect and enhance water quality and quantity, (3) Protect native Hawaiian rights and traditional and customary practices, (4) Facilitate public participation and education, and project implementation, and (5) Meet future water demands at reasonable costs. Develop a draft description of future growth scenarios for the `Ewa District: "High Growth," "Moderate Growth," "Low Growth," and "Ultimate Build Out" scenarios.

1.7. **Develop a draft Water Demand "model" and preliminary forecast numbers for water use and development for the four future growth scenarios for `Ewa,** including projections for potable and non-potable water for both urban and agricultural uses, with projections for "low," "mid," and "high" growth scenarios out to the Year 2035. The planning horizon for the fourth scenario, "Ultimate Build Out," will be determined based on review of the 'Ewa Development Plan, various master plans, and discussions with agency stakeholders, but is expected to be approximately 40 to 50 years into the future.

1.8 **Review all Working Papers with BWS and DPP.**

Phase 1 Time: 8 months
Phase 1 Deliverables: Working Paper for work elements 1.1 through 1.6 described above.

PHASE 2 – PRELIMINARY PLAN FORMULATION

2.1. **Test and refine the "model" for water use and development for `Ewa,** and work with BWS to identify future potable and non-potable water needs and water sources to meet those needs.

2.2. **Identify and describe general water resources management strategies** that BWS, DPP and other City and State agencies and private entities could use to address the identified critical water resources issues.

2.3 **Research and document approximately twenty (20) water supply and watershed management projects** that are being actively planned or implemented by the Board of Water Supply and other public or private entities in the `Ewa District. Many of these projects have already been documented in the *"Central O`ahu Watershed Study."*

2.4 **Continue the stakeholder outreach process,** including not more than an additional twenty (20) meetings, including follow up meetings with the 2 Neighborhood Boards, to discuss and validate the draft strategies and projects.

2.5 Schedule, prepare for, facilitate and document **GENERAL COMMUNITY MEETING NO. 1.** This will be an informational meeting that will focus on the draft findings on water use and development for the `Ewa District.

2.6 **Review all Working Papers with BWS and DPP.**

Phase 2 Time: 6 months
Phase 2 Deliverables: Working Paper for work elements 2.1 through 2.5 described above.

PHASE 3 – PUBLIC REVIEW DRAFT `EWA WMP

3.1 **Compile a preliminary draft `Ewa WMP** and submit this draft to BWS, DPP and CWRM for review and comment.

3.2 **Revise the preliminary draft `Ewa WMP and compile the PUBLIC REVIEW DRAFT** of the `Ewa WMP; disseminate to stakeholders via BWS website.

3.3 **Present the PUBLIC REVIEW DRAFT** to the 2 Neighborhood Boards and, if appropriate, to the BWS Board and to CWRM.

3.4 **Schedule, prepare for, facilitate and document GENERAL PUBLIC MEETING NO. 2** – to present the PUBLIC REVIEW DRAFT to the `Ewa community.

Phase 3 Time: 6 months
Phase 3 Deliverables: Preliminary Draft `Ewa WMP and Public Review Draft `Ewa WMP

PHASE 4 – FINAL DRAFT `EWA WMP

4.1 **Receive review comments from BWS, DPP, CWRM, the 2 Neighborhood Boards and various stakeholder agencies, organizations, and individuals,** and revise the Public Review Draft of the `Ewa WMP as needed.

4.2 **Review important revisions with BWS, DPP and CWRM** and coordinate as needed with various stakeholders regarding responses to their comments.

4.3 **Compile prefinal draft material for the `Ewa WMP** and review the prefinal material with BWS, DPP and CWRM.

4.4 **Compile the FINAL DRAFT `EWA WMP** and develop a draft strategy and schedule for adoption of the Plan.

Phase 4 Time: 4 months
Phase 4 Deliverables: Final Draft `Ewa WMP

PHASE 5 - `EWA WMP ADOPTION

5.1 **Present the Final Draft `Ewa WMP to the `Ewa Neighborhood Board and to the Makakilo/Kapolei Neighborhood Board** and ask the 2 NBs for their endorsement.

5.2 **Brief the BWS Chief Engineer, the City Planning Director, and the District 1 City Council Person** on the highlights of the `Ewa WMP.

5.3 **Brief the BWS Board and the CWRM** on the highlights of the `Ewa WMP.

5.4 **Prepare for and complete the CWRM adoption process** for the `Ewa WMP, including a presentation at the CWRM Public Hearing on the Plan.

5.5 **Prepare for and complete the City Council adoption process** for the `Ewa WMP, including a presentation to City Council.

Phase 5 Time: 6 to 9 months
Phase 5 Deliverables: Presentation Maps, Hand-Outs, Slideshow

DELIVERABLES:

- Working Papers for Work Elements 1.1 through 1.7 and 2.1 through 2.5
- PRELIMINARY DRAFT `EWA WMP – 8 hard copies + 4 CDs
- PUBLIC REVIEW DRAFT `EWA WMP – 12 hard copies + 30 CDs
- FINAL DRAFT `EWA WMP – 40 to 50 hard copies + 50 CDs
- Presentation Maps, Hand-Outs, Slideshow for Plan adoption

SCHEDULE:

1. Preliminary Watershed Analysis	8 months
2. Preliminary Plan Formulation	6 months
3. Public Review Draft `Ewa WMP	6 months
4. Final Draft `Ewa WMP	4 months
5. `Ewa WMP Adoption	6-10 months
Total Estimated Time:	**30 to 34 months**

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CLIENT AND STAKEHOLDER COMMUNICATION PLAN
'EWA WATERSHED MANAGEMENT PLAN

February 21, 2012

1. MAJOR STAKEHOLDERS

A. Clients

- Honolulu Board of Water Supply (BWS)
  - Contact: Barry Usagawa
  - Role: Project Sponsor. BWS will oversee the details of development of the plan, provide guidance on plan process and direction, attend major meetings, and review all submittals.
- Department of Planning and Permitting (DPP), City and County of Honolulu
  - Contact: Kathy Sokugawa, Randy Hara, Bob Stanfield
  - Role: Project Co-Sponsor: DPP will provide additional overview guidance for the plan and ensure compliance with existing City plans, policies, and rules. DPP will be the official entity to submit the Plan to the City Council for adoption.
- Commission on Water Resource Management (CWRM)
  - Contact: Lenore Ohye, Neal Fujii, Jeremy Kimura
  - Role: Hawaii Water Plan Oversight and Guidance. CWRM will provide high level review of planning process, major milestones, data analysis and plan recommendations. The Commission must approve the EWMP to incorporate it into the Hawai'i Water Plan.

B. Neighborhood Boards (NBs)

Neighborhood Boards provide an opportunity for citizens to participate in government decision-making by providing a venue for open communication on plans, policies, events, and actions in their community. While NBs do not have approval or enforcement powers, they are often called upon by government decision-makers to weigh in on proposed actions. The NBs will be asked to endorse the EWMP before they go through the City and State approvals process.

- 'Ewa (NB No. 23). Contact: Kurt Favella (Chair). 11-member board
- Makakilo/Kapolei/Honokai Hale (NB No. 34). Contact: George Yamamoto. 9-member board.

Exhibit 2

C. Large Landowners/Developers

The 'Ewa Planning District is unique from the other City planning districts in that most of its lands are owned by large landowners/developers that have developed or are developing large master planned communities. Potential Land Owners/Developers include:

- Brookfield Homes – Coconut Plantations
- Castle & Cooke Homes, Hawaii Inc. – Kealakai at Kapolei, Nohona at Kapolei
- Centex Destination Properties – Beach Villas at Ko Olina, Ko Olina Hillside Villas, Ko Olina Kai Golf Estates and Villas
- Campbell Estate – Villages of Kapolei
- D.R. Horton Schuler – Ho'opili, Kahiwelo at Makakilo, Kai Nani at Makakilo, Mehana
- Gentry Homes – 'Ewa by Gentry: Tides, Trades, Lattitudes, Haleākea
- Gill-Olson Joint Venture - Honouliuli
- Haseko – Hoalakei Resort, Ocean Pointe
- Department of Community Services, City and County of Honolulu – 'Ewa Villages
- Department of Hawaiian Home Lands (DHHL) – Villages of Kapolei (Malu'ohai Village 6, Kaupe'a Village 8), Kānehili East Kapolei, East Kapolei II, East Kapolei Commercial, Kalaeloa [997 acres, 2,412 housing units]
- Hawai'i Community Development Authority (HCDA) – Kalaeloa Redevelopment Plan, Kalaeloa Master Plan
- University of Hawai'i (UH) West O'ahu Campus
- USA (Federal Government)
- Others TBD

D. Water Purveyors

While BWS is the primary water purveyor in the 'Ewa district, there are other entities own and control large water systems. These entities include:

- BWS
- U.S. Navy?
- Agribusiness Development Corporation – Waiāhole Ditch
- Pural Water specialty Co., Inc. – Kalaeloa Water System
- Others TBD

E. Large Water Users

Large water users may offer opportunities for future conservation savings.

- Hawaiian Electric Company (HECO) ?
- Various Golf Courses
- Others TBD

F. Government Agencies

Several government entities have jurisdiction over water resources or land use decisions that affect water resources.

- CWRM –water resources, permits, use, issues
- CZM – Coastal issues
- DTS – Rapid Transit
- DLNR DAR – Coastal issues
- DOT – 'Ewa Highway Master Plan
- ENV – Recycled water
- NOAA – Coastal issues
- Others TBD

G. Community Associations

Community Associations provide venues for identifying local-level issues, concerns, goals, and efforts related to water resources.

- 'Ewa Beach Community Association
- 'Ewa by Gentry Community Association
- Honokai Hale/Nanakai Gardens Community Association
- Makakilo Community Association
- Palehua Community Association
- Villages of Kapolei Community Association
- West Loch Estates Homeowners Association
- West Loch Fairways Association
- Others TBD

H. Watershed Entities/Organizations

Watershed entities are actively working specifically in 'Ewa (and potentially elsewhere) to raise watershed awareness and improve environmental health.

- Mālama Learning Center
- Hawai'i Nature Center?
- Hawai'i's Thousand Friends
- Wai'anae Mountains Watershed Partnership
- Others TBD

I. Other Entities and Organizations

Other entities and organization may provide insight into the values of the people in the 'Ewa district. These values and goals may impact water resources and water resource planning.

- Ahahui Siwila O Hawai'i O Kapolei Hawaiian Civic Club
- Hawaiian Civic Club of 'Ewa-Pu'uloa
- Pearl Harbor Hawaiian Civic Club?
- Friends of Honouliuli
- Friends of Makakilo
- Hawai'i Agricultural Research Center (HARC)
- Hawai'i Farm Bureau
- Kapolei Rotary Club
- Pearl Harbor Restoration Advisory Board
- Save O'ahu Farmlands Alliance
- West O'ahu Soil and Water Conservation District
- Others TBD

J. Public At-Large

There may be individuals who are interested in water resource issues and planning, but are not members of existing entities or organizations. These individuals should have the opportunity to provide input on the EWMP.

2. COMMUNICATION PLAN

A. Clients

- Monthly Coordination Meetings with the project team: BWS, DPP, CWRM, TSI.
- Field trips and technical working meetings with relevant members of the project team as needed to further understand specific topics and resolve issues.
- Memos documenting each Coordination and Working Meeting.
- Memos on each work task: To be reviewed by BWS. Memos on water projections model may be reviewed by DPP and CWRM as well for concurrence with the 'Ewa DP and Hawai'i Plan.
- Working Papers for Phase I and II. To be reviewed by entire project team.
- BWS participation in PI Group meetings.
- Participation in community meetings.

B. Neighborhood Boards

- Request for the two NBs to form Permitted Interaction (PI) Groups, tasked with investigating matters concerning board business. PI groups must report their findings and recommendations to the full board. The number of board members participating in a PI group cannot equal or exceed that which would constitute a quorum.
- Meet with the PI group (both NB PI groups at the same time) to present data and request feedback on:
  - Initial background on 'Ewa District and planning process
  - Identification of major water resource issues
  - Identification of potential projects
  - Comments on the Draft EWMP
- Invitation to participate in community meetings.
- Present the Draft EWMP to the NB
- Request endorsement of the Final EWMP

C. Large Landowners/Developers

- One-on-one interviews with select landowners/developers to determine the status of developments, projected build out, and verify water use and projections. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary to clarify information.
- Invitation to participate in community meetings.

D. Water Purveyors

- One-on-one interviews with select water purveyors to determine the capacity of water systems, types of uses, volume of use, projected future use, water resource issues, and plans for meeting demands (additional source and capacity development), including sizing, timing, and costs. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary.
- Invitation to participate in community meetings.

E. Large Water Users

- One-on-one interviews with select large water users to determine types of uses, volume of use, projected future use, and water resource issues. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary.
- Invitation to participate in community meetings.

F. Government Agencies

- One-on-one interviews with select government agencies to identify land use trends in 'Ewa, and related water resource issues. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary.
- Invitation to participate in community meetings.

G. Community Associations

- One-on-one interviews with select community associations to identify community and water resource issues and goals. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary.
- Invitation to participate in community meetings.

H. Watershed Entities/Organizations

- One-on-one interviews with select watershed entities to identify water resource and watershed issues and efforts and projects underway to address those issues. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary.
- Invitation to participate in community meetings.

I. Other Entities and Organizations

- One-on-one interviews with select entities and organizations to identify general values and concerns regarding the 'Ewa District, particularly (but not exclusively) relating to water resource issues. Email/memos to document the interviews.
- Additional phone calls, emails, and/or meetings may be necessary.
- Invitation to participate in community meetings.

J. Public At-Large

- Community Meeting #1: to present background data compiled, and projected water demands.
- Community Meeting #2: to present the Draft EWMP, answer questions, and request comments and feedback.
- Memo on the discussion and comments received at each community meeting to be posted on the BWS website.

EWA WATERSHED MANAGEMENT PLAN
WORK PLAN - March 5, 2012

Created by: TSI/SH

		TASK	DELIVERABLES	DUE DATE
1		**Preliminary Watershed Analysis & Water Demand Model**		
	a	Project Management		09/28/12
	b	Develop detailed scope and schedule, stakeholder plan	Workplan and schedule	03/02/12
	c	Gather and analyze existing relevant data	Memo: BRIEF summary of data reviewed	03/30/12
	d	Review relevant plans for Ewa	Memo: BRIEF summary of plans reviewed	04/13/12
	e	Initial stakeholder outreach	Memos: summarizing each of the meetings/phone calls	06/22/12
	f	Avisory Group: initial background and water resource issues	PI Group formation, Memo: PI Group Mtg #1	06/22/12
	g	Identify critical water resource issues	Memo: Preliminary bullet list of critical water resource issues	07/20/12
	h	Develop Sub-Objectives	Memo: Sub-Objectives	08/17/12
	i	Develop water demand "model"	Memo: Water demand projection methodology & preliminary projections	09/14/12
	j	Phase I Summary	Working Paper: Preliminary Watershed Analysis and Water Demand Model	09/28/12
2		**Preliminary Plan Formulation**		
	a	Project Management		02/22/13
	b	Test and refine model	Memo: refined model writeup and projections	02/08/13
	c	ID water resource management strategies	Memo: Preliminary list of water resource management strategies	11/30/12
	d	General Community Meeting # 1	Meeting notes	11/09/12
	e	Research projects	Memos: summarizing each of the projects	12/28/12
	f	Advisory Group Mtg #2: potential concepts	Memo: PI Group Mtg #2	12/14/12
	g	Continue stakeholder outreach	Memos: summarizing each of the meetings/phone calls	02/01/13
	h	Phase II Summary	Working Paper: Preliminary Plan Concepts	02/22/13
3		**Public Review Draft**		
	a	Project Management		07/31/13
	b	Compile Preliminary Draft	Preliminary Draft	04/05/13
	c	BWS/DPP/CWRM review		04/26/13
	d	Compile Public Review Draft	Public Review Draft	05/24/13
	e	Present Public Review Draft to 2 NBs	Memo: Notes from meeting	06/28/13
	f	Present Public Review Draft to BWS Board and CWRM (if necessary)	Memo: Notes from meeting	06/28/13
	g	Advisory Group: Comments on Draft		07/05/13
	h	General Community Meeting # 2	Memo: Notes from meeting	07/19/13
4		**Final Draft**		
	a	Project Management		12/27/13
	b	Review comments on the Public Review Draft	Comment log	08/16/13
	c	Review and incroporate revisions	Responses recorded in comment log	09/20/13
	d	Compile Pre-Final Draft	Pre-Final Draft	10/18/13
	e	BWS/DPP/CWRM review		11/15/13
	f	Compile Final Draft	Final Draft	12/20/13
5		**Ewa WMP Adoption**		
	a	Project Management		08/15/14
	b	Present Final Draft to 2 NBs and ask for endorsement	NB endorsement	01/24/14
	c	Brief BWS Manager, City Planning Dir, & Distr 1 Councilperson	Memo: Summary of any comments	02/21/14
	d	Brief BWS Board and CWRM	Memo: Summary of any comments	02/21/14
	e	City Council adoption process	City Council adoption of ordinance	07/11/14
	g	CWRM approvals process	CWRM approval of WMP	07/23/14

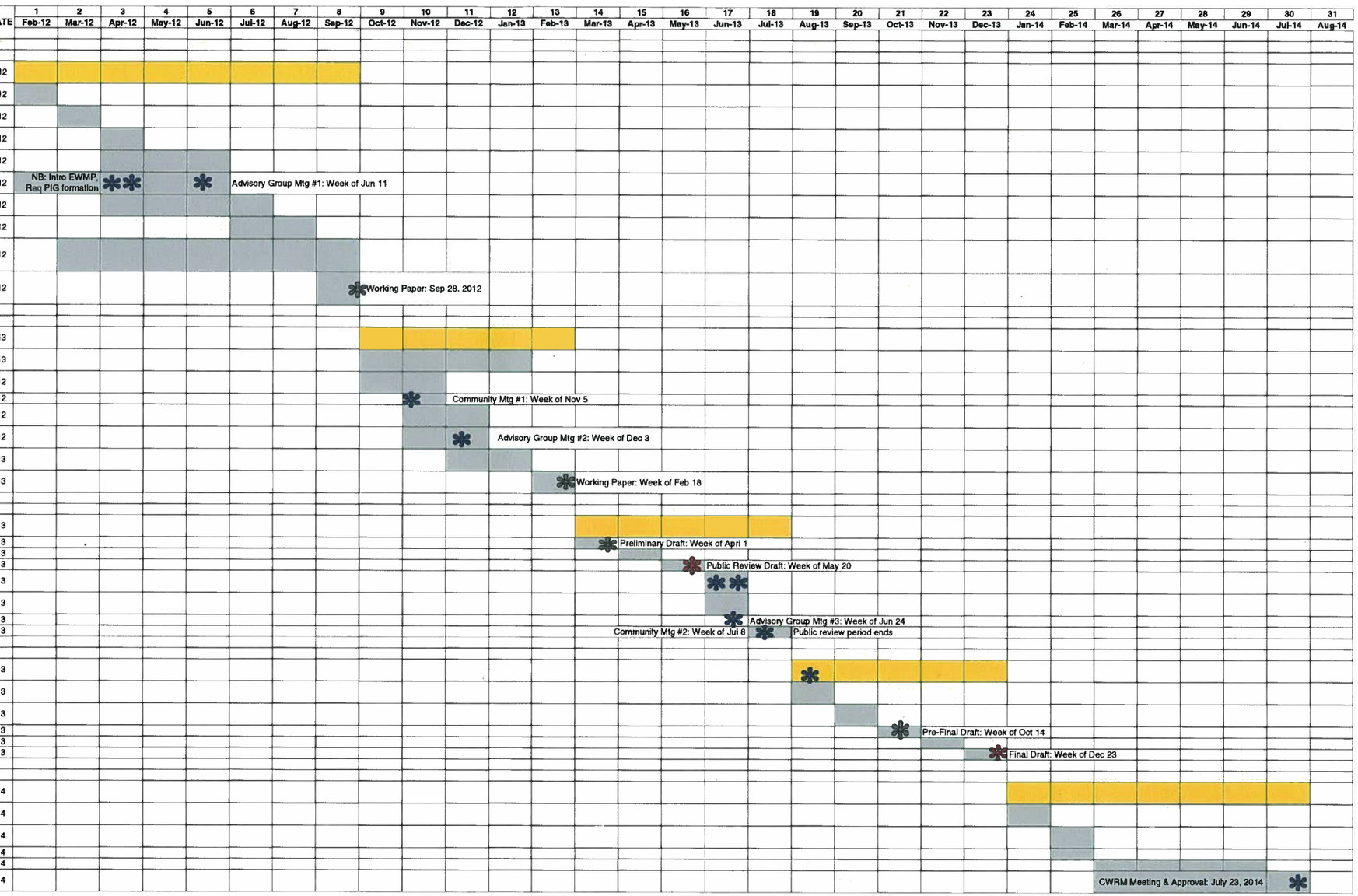

Exhibit 3