

JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
LT. GOVERNOR



WENDY GADY
EXECUTIVE DIRECTOR

STATE OF HAWAII
AGRIBUSINESS DEVELOPMENT CORPORATION
HUI HO'OU LU AINA MAHIAI

Regular Meeting of the Board of Directors

Held via Teleconference with In-Person Viewing Location

September 19, 2024
9:00 a.m.

Pursuant to section 92-3.7, *Hawaii Revised Statutes*, this meeting will be held using interactive conference technology (ICT). Board members, staff, persons with business before the Board, and the public may participate remotely online using ICT, or may participate via the in-person meeting site which provides ICT.

Interested persons may submit written testimony in advance of the meeting, which will be distributed to Board members prior to the meeting. If possible, we request that testimony be received by our office not less than seventy-two hours prior to the meeting to ensure that staff has time to disseminate it and that Board members have time to review it. Written testimony may be submitted electronically to dbedt.adc@hawaii.gov or sent via U.S. Postal Service, or delivered to:

Agribusiness Development Corporation
235 S. Beretania Street, Suite 205
Honolulu, Hawaii 96813

When testifying via ICT, via telephone, or in-person, you will be asked to identify yourself and the organization you represent, if any. Each testifier will be limited to two minutes of testimony per agenda item.

The public may participate in the meeting via:

ICT: <https://us06web.zoom.us/j/85187227274>
Telephone: (669) 900-6833, Webinar ID: 851 8722 7274
In-Person: at the meeting location indicated below

ICT ACCESS

To view the meeting and provide live oral testimony, please use the link above. You will be asked to enter your name in order to access the meeting as an attendee. The Board requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous. You will also be asked for an email address. You may fill in this field with any entry in an email format, e.g., ****@****.com.

As an attendee, your microphone will be automatically muted. When the Chairperson asks for public testimony, you may click the Raise Hand button found on your Zoom screen to indicate that you wish to testify about that agenda item. The Chairperson or staff will individually enable each testifier to unmute their microphone. When recognized by the Chairperson, please unmute your microphone before speaking and mute your microphone after you have finished speaking.

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier will be limited to two minutes of testimony per agenda item.

TELEPHONE ACCESS

If you do not have ICT access, you may get audio-only access by calling the Telephone Number listed above.

Upon dialing the number, you will be prompted to enter the Meeting ID that is listed next to the Telephone Number above. After entering the Meeting ID, you will be asked to either enter your panelist number or wait to be admitted into the meeting. You will not have a panelist number. Please wait until you are admitted into the meeting.

When the Chairperson asks for public testimony, you may indicate you want to testify by entering “#” and then “9” on your telephone’s keypad. After entering “#” and then “9”, a voice prompt will let you know that the host of the meeting has been notified. When recognized by the

Board Meeting Agenda

September 19, 2024

Chairperson, you may unmute yourself by pressing “#” and then “6” on your telephone. A voice prompt will let you know that you are unmuted. Once you are finished speaking, please enter “#” and then “6” again to mute yourself.

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Instructions to attend State of Hawaii virtual board meetings may be found online at <https://cca.hawaii.gov/pvl/files/2020/08/State-of-Hawaii-Virtual-Board-Attendee-Instructions.pdf>.

IN-PERSON ACCESS

There will also be one meeting location, open to the public, which will have an audio-visual connection. That meeting will be held at:

State of Hawaii, Leiopapa A Kamehameha
State Office Tower Building
235 S. Beretania St., Suite 205
Honolulu, HI 96813

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier will be limited to two minutes of testimony per agenda item.

LOSS OF CONNECTIVITY

In the event of a loss of ICT connectivity, the meeting will be recessed for a period not to exceed thirty minutes to restore connectivity with all board members and the public in-person access location noted above. In the event that audio connectivity is re-established within thirty minutes without video connectivity, interested participants can access the meeting via the telephone number and Meeting ID number noted above. In the further event that connectivity is unable to be restored within thirty minutes, the meeting will be automatically continued to a date and time to be posted on the ADC website at <https://dbedt.hawaii.gov/adc/> no later than close of business the next business day. New ICT, telephone, and in-person access information will be posted on the website no less than twenty-four hours prior to the continued meeting date. Alternatively, if a decision is made to terminate the meeting, the termination will be posted on the ADC website.

SPECIAL ASSISTANCE

If you require special assistance, accommodations, modifications, auxiliary aids, or services to participate in the public meeting process, including translation or interpretation services, please contact staff at (808) 586-0186 or by email at dbedt.adc@hawaii.gov.

Please allow sufficient time for ADC staff to meet requests for special assistance, accommodation, modifications, auxiliary aids, translation, or interpretation services.

NOTE: MATERIALS FOR THIS AGENDA WILL BE AVAILABLE FOR REVIEW IN THE ADC OFFICE, 235 S. BERETANIA STREET, SUITE 205, HONOLULU, HAWAII 96813 ON AND AFTER SEPTEMBER 13, 2024.

Agribusiness Development Corporation Non-Discrimination Statement

The Agribusiness Development Corporation does not discriminate on the basis of race, color, sex, national origin, age, or disability, or any other class as protected under applicable federal or state law, in administration of its programs, or activities, and the Agribusiness Development Corporation does not intimidate or retaliate against any individual or group because they have exercised their rights to participate in actions protected by, or oppose action prohibited by, 40 C.F.R. Parts 5 and 7, or for the purpose of interfering with such rights.

If you have any questions about this notice or any of the Agribusiness Development Corporation’s non-discrimination programs, policies, or procedures, you may contact:

Mark Takemoto
Acting Title VI Non-Discrimination Coordinator
235 S. Beretania St., Ste 205 Honolulu, HI 96813
(808) 586-0186
dbedt.adc.titlevi@hawaii.gov

If you believe that you have been discriminated against with respect to an Agribusiness Development Corporation program or activity, you may contact the Acting Non-Discrimination Coordinator identified above.

AGENDA

- A. Call to Order
- B. Approval of Minutes
 - 1. Executive Session Minutes, June 20, 2024 deferred from August 20, 2024 board meeting
 - 2. Regular Session Minutes, July 18, 2024
 - 3. Executive Session Minutes, July 18, 2024
 - 4. Regular Session Minutes, August 20, 2024
 - 5. Executive Session Minutes, August 20, 2024
- C. Chairperson's Report
 - 1. None
- D. Committee Reports
 - 1. None.
- E. Action Items
 - 1. Request for approval to authorize rent credits in the amount of \$20,474.50 under License Agreement LI-GA2002 issued to SJ Farms, Inc. for agricultural infrastructure improvements at the Galbraith Agricultural Lands at Waialua, Oahu, State of Hawaii, Tax Map Keys (1) 6-5-002:010 (por.) and (1) 7-1-001:003
 - 2. Request to Rescind Board Approval Dated April 18, 2024 to Issue a Right-of-Entry Agreement to Hawaii Farm Bureau Foundation for 10 acres, more or less, to host the 2024 Hawaii State Farm Fair in Whitmore, Oahu, State of Hawaii, Tax Map Keys (1) 7-1-002:037 (por.), :041 (por.), :044 (por.)
 - 3. Request to move the next ADC Board of Directors meeting from October 17, 2024 to October 24, 2024
 - 4. If Item E3 is approved, request to have the October 24, 2024 ADC Board of Directors hybrid meeting physical location changed to Plant Quarantine Branch Conference Room at 1849 Auiki Street, Honolulu, HI 96819

5. Request for approval to authorize the Executive Director to execute an agreement on behalf of ADC, agreeing to KIUC's Counteroffer dated September 3, 2024, that permits KIUC to withdraw from the Waimea Watershed Agreement and requires ADC to accept responsibility for the installation and maintenance of in-stream monitoring stations on the Waiakoali, Kawaikoi, Kauaikinana, Kokee, Waiahulu, Koaie, and Waimea streams and ensuring that the IIFS numbers at the Kokee, Kauaikinana, Kawaikoi, and Waiakoali diversions are met, subject to approval of the agreement by the Commission on Water Resource Management, DHHL, and EarthJustice

Pursuant to section 92-4(a), HRS, the board may go into executive session to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities as provided by section 92-5(a)(4), HRS.

6. Presentation of the draft annual performance review of the executive director by the permitted interaction group established on March 21, 2024 for the purpose of conducting the annual performance review of the executive director

The board may go into executive session pursuant to section 92-5(a)(2), Hawaii Revised Statutes, to consider the evaluation of an employee where consideration of matters affecting privacy will be involved.

F. Informational Items

1. Presentation by Dale Sakata from HDOH regarding the NPDES permit for Sunrise/Aloun

Pursuant to section 92-4(a), HRS, the board may go into executive session to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities as provided by section 92-5(a)(4), HRS, and section 92-5(a)(8), HRS, to deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to state or federal law, or a court order.

2. Executive Director's Report regarding prior weekly reports to the board
3. Presentation by Ken Nakamoto, Project Manager, Agribusiness Development Corporation regarding the procurement process for the High-Pressure Processing Facility in Whitmore, Oahu, previously approved on May 18, 2022

G. Adjourn

The Board may go into executive session on any agenda item pursuant to the exceptions provided under section §92-5, Hawaii Revised Statutes.

STATE OF HAWAII
**AGRIBUSINESS DEVELOPMENT
CORPORATION**

E-1

STAFF SUBMITTAL TO THE BOARD OF DIRECTORS
September 19, 2024

Subject: Request for approval to authorize rent credits in the amount of \$20,474.50 under License Agreement LI-GA2002 issued to SJ Farms, Inc. for agricultural infrastructure improvements at the Galbraith Agricultural Lands at Waialua, Oahu, State of Hawaii, Tax Map Keys (1) 6-5-002:010 (por.) and (1) 7-1-001:003

Applicant: Agribusiness Development Corporation (ADC)

Authority: 163D-4(a)(5), Hawaii Revised Statutes

Area: 152.0 gross acres (145.0 tillable acres + 7.0 non-tillable acres)

Field No(s): n/a

Tax Map Key: (1) 6-5-002:010 (por.) and (1) 7-1-001:003

Land Status: Acquired in fee by the State of Hawaii Agribusiness Development Corporation, December 12, 2012 from the George Galbraith estate

Trust Land Status: Section 5(b) lands of the Hawaii Admission Act
Yes No
DHHL 30% entitlement lands pursuant to the Hawaii State Constitution?
Yes No

Zoning: SLUD: Agricultural
CZO: Agricultural

Chapter 343: In accordance with the Comprehensive Exemption List for the Agribusiness Development Corporation dated May 1, 2018, this request is exempt from the preparation of an environmental assessment pursuant to Exemption Class No. 10.

Character of Use: Diversified Agriculture

Land Doc. Type: License

Term: 30 years (currently in year 4)

Rental Rate \$400 per tillable acre per year
Annual Rent: \$58,000.00/year

Request for approval to authorize rent credits in the amount of \$20,474.50 under License Agreement LI-GA2002 issued to SJ Farms, Inc. for agricultural infrastructure improvements at the Galbraith Agricultural Lands at Waialua, Oahu., State of Hawaii, Tax Map Key (1) 6-5-002:010 (por.) and (1) 7-1-001:003

September 19, 2024

BACKGROUND:

License Agreement No. LI-GA2002 (License) was issued to SJ Farms, Inc. (Licensee) for the 152 gross acres, more or less, of the Galbraith Agricultural Lands (GAL) North (Premises) (Exhibit “A”) effective August 7, 2020 for diversified agricultural purposes. The Premises has access to irrigation water via the Bott Well Pump Station, which is currently ADC’s sole source of irrigation water for the GAL. To provide redundancy, ADC is in negotiation with Dole Foods Company to acquire Well #24 that can provide irrigation water to the GAL. The well is located on private property and the interest being sold will be in the form of easements.

ADC’s plan is to improve the well site and install an irrigation line that will transmit water from the wells to the GAL (See map). The proposed line traverses across the Premises and the Licensee will provide the necessary engineering and materials to provide a metered stub out and install a “T” valve to integrate Well #24 to the existing GAL irrigation system. No pipes or components have been installed to date, so no labor costs have been incurred. The pipes and components will not be installed until the acquisition and improvements to Well #24 are completed. An additional request for labor will be forthcoming. The anticipated completion date of the improvements is June 2025.

REQUEST:

Staff requests that the Board authorize rent credit to be issued to the Licensee in the amount of \$20,474.50 for engineering and materials to integrate Well #24 to the existing GAL irrigation system. (Request) (Exhibit “C”).

OPERATIONAL PLAN:

N/A

CONSERVATION PLAN:

N/A

CHAPTER 343 – ENVIRONMENTAL ASSESSMENT COMPLIANCE:

Under section 343-5(a), Hawaii Revised Statutes, an environmental assessment shall be required for actions, that propose, among other things, the “(1) use of state land or county lands, or the use of state or county funds[.]” In this case, the project triggers an environmental assessment because it proposes the use of state or county lands.

In accordance with the Comprehensive Exemption List for the Agribusiness Development Corporation dated May 1, 2018, the subject Request is exempt from the preparation of an environmental assessment pursuant to Exemption Class No. 6, item 6, which includes “Construction or placement of utilities[.]” The Request is a de minimis action that will probably have minimal or no significant effect on the environment and should be declared exempt from the preparation of an environmental assessment.

REMARKS & DISCUSSION:

The License states that “Licensor may apply rent credits to offset the cost of land clearance and land improvements[.]” The proposed improvements will provide a connection point for ADC to

Request for approval to authorize rent credits in the amount of \$20,474.50 under License Agreement LI-GA2002 issued to SJ Farms, Inc. for agricultural infrastructure improvements at the Galbraith Agricultural Lands at Waialua, Oahu., State of Hawaii, Tax Map Key (1) 6-5-002:010 (por.) and (1) 7-1-001:003

September 19, 2024

tie into when Well #24 is available for service. Connecting Well #24 to the existing GAL irrigation system will provide redundancy and increase water security for the GAL farmers.

This request represents a one-time loss of rental revenue in the amount of \$20,474.50.

RECOMMENDATION:

Based on the foregoing, it is recommended that the Board:

1. Approve the Request; and
2. Declare that, pursuant to ADC's Comprehensive Exemption List dated May 1, 2018, the proposed disposition will probably have minimal or no significant effect on the environment and is therefore exempt from the preparation of an environmental assessment, pursuant to Chapter 343, Hawaii Revised Statutes.

Respectfully Submitted,

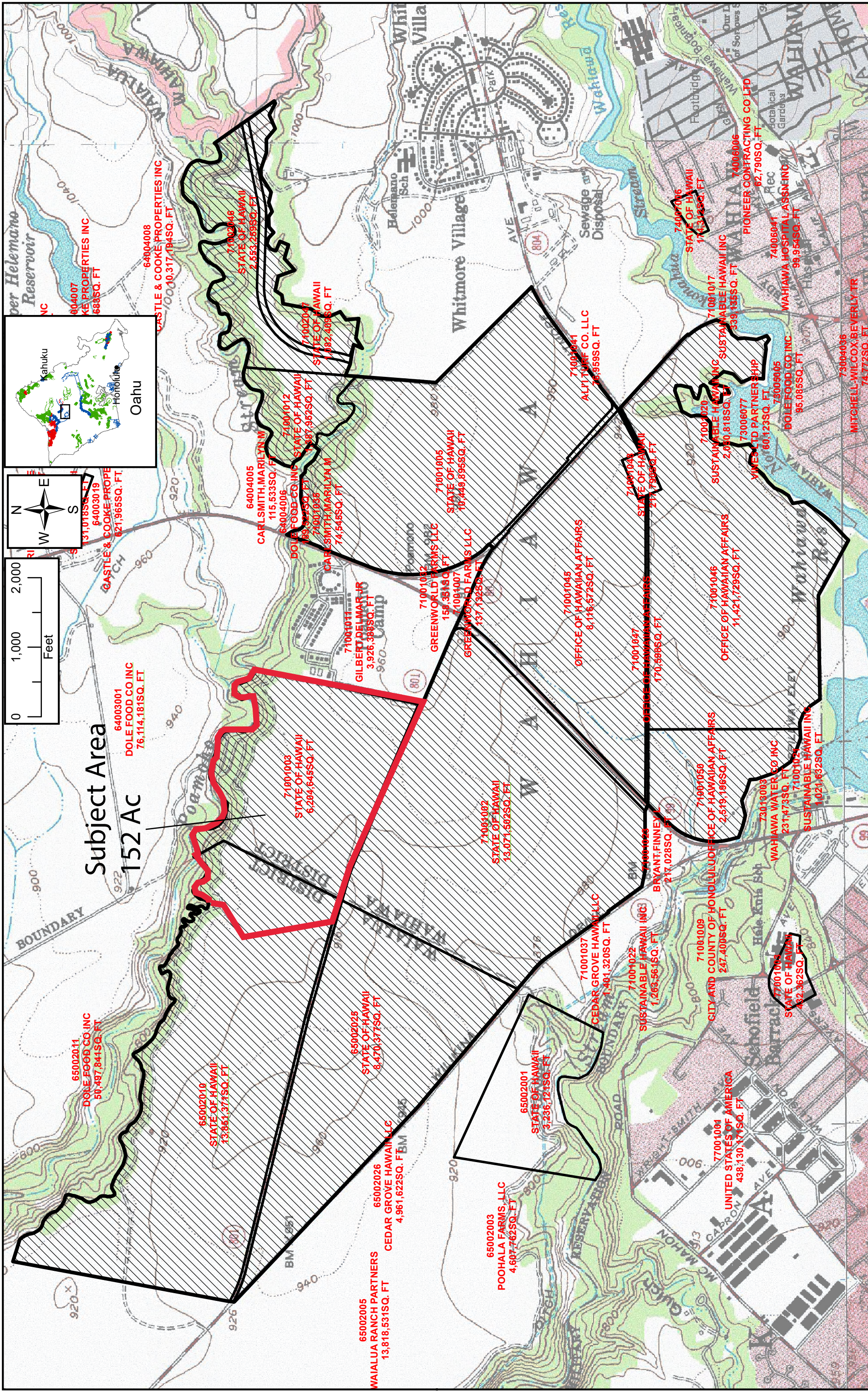
Ken T. Nakamoto

KEN NAKAMOTO
Project Manager

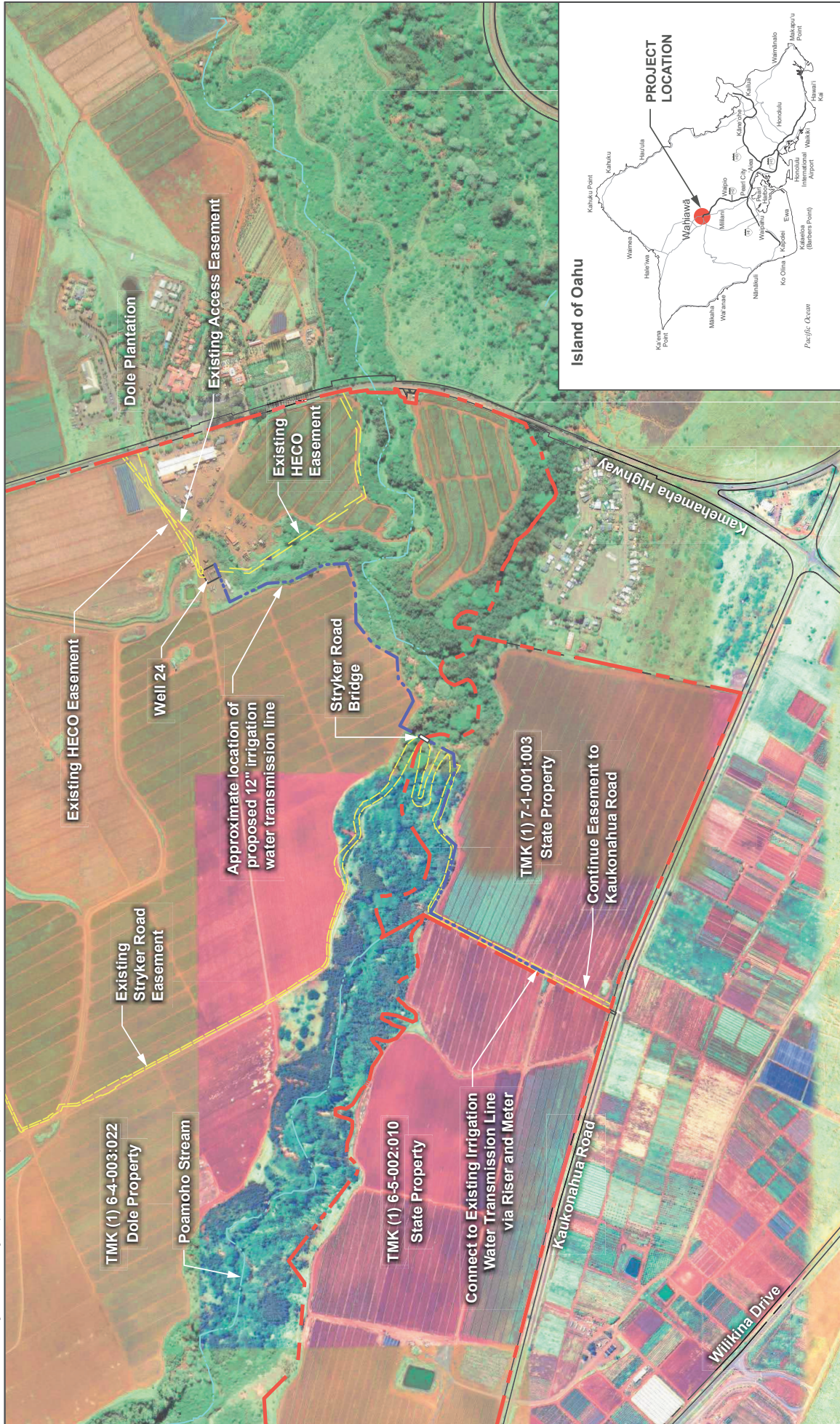
Approved for Submittal:



Wendy Gady
Executive Director



NAD 83, UTM Zone 4N



STATE OF HAWAII
**AGRIBUSINESS DEVELOPMENT
CORPORATION**

E-2

STAFF SUBMITTAL TO THE BOARD OF DIRECTORS
SEPTEMBER 19, 2024

Subject: Request to rescind Board approval dated April 18, 2024 to issue a right-of-entry agreement to Hawaii Farm Bureau Foundation for 10 acres, more or less, to host the 2024 Hawaii State Farm Fair in Whitmore Village, County of Honolulu, State of Hawaii, Tax Map Key Nos. (1) 7-1-002:037 (por.), :041 (por.), :044 (por.)

Applicant: Hawaii Farm Bureau Foundation

Authority: Section 163D-4(a)(5), Hawaii Revised Statutes

Area: 10 acres, more or less

Field No(s): WW-07

Tax Map Key: (1) 7-1-002:037(por.), :041(por.), :044(por.) (Property) (Exhibit "A")

Land Status: Acquired in fee by the Agribusiness Development Corporation in 2023

Trust Land Status: Section ___ lands of the Hawaii Admission Act
Yes No
DHHL 30% entitlement lands pursuant to the Hawaii State Constitution?
Yes No

Zoning: SLUD: Agricultural
CZO: AG-1

Chapter 343: In accordance with the Comprehensive Exemption List for the Agribusiness Development Corporation dated May 1, 2018, this request is exempt from the preparation of an environmental assessment pursuant to Exemption Class No. 10.

Character of Use: Agricultural, Commercial

Land Doc. Type: Right-of-entry agreement

Term: Undetermined

Fee: N/A

Request to rescind Board approval dated April 18, 2024 to issue a right-of-entry agreement to Hawaii Farm Bureau Foundation for 10 acres, more or less, to host the 2024 Hawaii State Farm Fair in Whitmore Village, County of Honolulu, State of Hawaii, Tax Map Key Nos. (1) 7-1-002:037 (por.), :041 (por.), :044 (por.)

September 19, 2024

BACKGROUND:

Hawaii Farm Bureau Foundation (HFBF) is a domestic nonprofit advocacy organization for all agriculture in the state of Hawaii. Every year since 1962, HFBF has hosted an annual farm fair. The event has been hosted at multiple locations over the years, most recently at Kualoa Ranch on the windward side of Oahu. However, Kualoa Ranch has given HFBF notice that lands previously utilized for the farm fair are no longer available. HFBF has requested approximately 10 acres of land in or near Whitmore Village for purposes of hosting the 2024 farm fair. However, after further inspection of the site, the event was cancelled.

REQUEST:

ADC requests that the Board rescind its approval dated April 18, 2024 to issue of a right-of-entry to a portion of the Property on which to host the annual farm fair and provide parking for the event, that would've been held in July.

OPERATIONAL PLAN:

The farm fair is a two day event and hosts approximately 15,000 attendees over two days. Parking for the event will be provided on ADC property. Activities include a petting zoo, food stalls, country market, agricultural equipment demonstrations, and other attractions.

CONSERVATION PLAN:

N/A

CHAPTER 343 – ENVIRONMENTAL ASSESSMENT COMPLIANCE:

Under *Hawaii Revised Statutes* (HRS) §343-5(a), an environmental assessment shall be required for actions, that propose, among other things, the “(1) use of state land or county lands, or the use of state or county funds[.]” In this case, the project triggers an environmental assessment because it proposes the use of state or county lands.

In accordance with the Comprehensive Exemption List for the Agribusiness Development Corporation dated May 1, 2018, the subject Request is exempt from the preparation of an environmental assessment pursuant to Exemption Class No. 10, item 9, which includes “Creation or termination of easements, covenants, or other rights in structures or land[.]” The Request is a de minimis action that will probably have minimal or no significant effect on the environment and should be declared exempt from the preparation of an environmental assessment.

REMARKS & DISCUSSION:

HFBF conducted a site visit on July 5, 2024 of the proposed area and determined that the site is not compatible with the purposes of the farm fair due to the uneven terrain and lack of infrastructure.

RECOMMENDATION:

Based on the foregoing, it is recommended that the Board rescind their approval dated April 18, 2024

Request to rescind Board approval dated April 18, 2024 to issue a right-of-entry agreement to Hawaii Farm Bureau Foundation for 10 acres, more or less, to host the 2024 Hawaii State Farm Fair in Whitmore Village, County of Honolulu, State of Hawaii, Tax Map Key Nos. (1) 7-1-002:037 (por.), :041 (por.), :044 (por.)

September 19, 2024

Respectfully Submitted,

Ken T. Nakamoto

Ken Nakamoto
Project Manager

Approved for Submittal:



Wendy Gady
Executive Director





STATE OF HAWAII
AGRIBUSINESS DEVELOPMENT CORPORATION
235 S. Beretania Street, Room 205
Honolulu, HI 96813
Phone: (808) 586-0186 Fax: (808) 586-0189

EXECUTIVE DIRECTOR'S REPORT

September 19, 2024

DA: 8.12.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 8/12/24 - 8/16/2024

End of Week Debrief

- The Governor's Budget Worksheets were released, and ADC has been given the funding to pursue major initiatives. . .
 - Hiring Staff: Kauai Property Manager, Kauai Water Manager, 3 East Kauai Water Workers, and a Climate-Resilient Food & Product Innovation Network Manager
 - Funding for Concept Development of a forage drying facility
 - Capital Improvements: Aahoaka Reservoir, Christian Crossing Bridge, Kekaha Ditch Bridge Crossing and a Kekaha Post Harvest Processing Center
- ADC BOD UPDATED Committee appointments were as follows:
 - Admin: Chair Tabata, Vice Chair Okuhama, Board Members Hong, Cooke & Watts
 - Technical Advisory: Vice Chair Okuhama, Board Members Okimoto, Hurd, Kanaka'ole, & Wicker
 - Marketing/Communications: Chair Tabata, Board Members Watts, Cooke, & Wicker
 - CIP PIG: Chair Tabata, Board Members Hong, & Seddon
 - Land Lease PIG: Chair Tabata, Vice Chair Okuhama and Board Members Cooke, Okimoto & Trump
- Met with EPA & OPSD for grant opportunity discussion
- Me with OPSD regarding Strategic Plan RFP
- Working with Accounting Staff & Spire to identify opportunities:
 - Appraisals being conducted for Rent, & CAM on 3 islands
 - Identifying license that require 3% of gross proceeds
 - Adjusting billing for escalating rate schedules in licenses
 - Calculating & invoicing for finance charges

- Discussing going to quarterly statements: land licenses do not require invoices each month- due 1st of the month. Quarterly statements reflect outstanding balances and finance charges
- Set appointments to visit Round 1 Land Applicants with Staff
- Staff is turning the Legislative Priorities into Legislative Proposals
- Worked on collection for outstanding A/R for Waiahole Water System
- Sent the Draft CIP plan out to CIP Pig Members, staff is continuing to build the plan
- Staff is working on Waiahole Irrigation System & with the help of customers, reconciled our system with cancelled checks and collected \$300k in past due invoices- amazing teamwork!
- Military Partnership:
 - Ongoing Operation & Maintenance of pumps
 - \$19.7M Federal Grant Application decision 9/24
- Developing a better budget moving forward:
- PR Update
 - Preparing for interview with Hawaii Food & Wine
 - Preparing for PR firm to come to Kauai for stories
- Continuing to Work on Addressing Audit Items including documentation of processes and better internal file management
- Meetings with staff for both short- and long-term budgeting for FY26 based on stakeholder meetings over the past year, and assessments of current assets

Events/Conferences

- 10/4-5: Hawaii Tropical Fruit Growers Convention
- 9/ 11-15, 2024: Hana, Hawaii Investment Ready Cohort 6 Dates
- 10/16-19, 2024 (Final Pitches): Oahu, Hawaii Investment Ready Cohort 6 Dates
- 11/7 & 11/8: Hawaii Ag Summit @ the Convention Center
 - ADC Working Session on Strategic Plan Input from the Ag Industry

Upcoming Events:

- Completing farm site visits for land applicants
- 8/20: CIP PIG Meeting
- 8/23: Wildfire Response Pan Symposium
- 9/19: ADC BOD Meeting Virtual

Strategic Planning:

- Land Permitted Interaction Group: Formed, Information Shared, Distribution Services & Value-Add Permitted Interaction Group: Formed, Information Shared, Ongoing Discussion

- Reviewed MOU for OPSD to post the RFP for additional work on the ADC Strategic Plan
- Strategic Plan
 - 8/1-10/31: Plan Development & Stakeholder Engagement Round 2
 - 11/1-11/30: Board Review/Edit
 - 12/30: Board Approval

Projects: Please see attached GAANT Chart

DA: 8.23.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 8/19/24 - 8/23/2024

End of Week Debrief

- The Governor's Budget Worksheets were released, and ADC has been given the funding to pursue major initiatives. . .
 - Hiring Staff: Kauai Property Manager, Kauai Water Manager, 3 East Kauai Water Workers, and a Climate-Resilient Food & Product Innovation Network Manager (Mark submitted forms for need to proceed)
 - Funding for Concept Development of a forage drying facility
 - Capital Improvements: Aahoaka Reservoir, Christian Crossing Bridge, Kekaha Ditch Bridge Crossing and a Kekaha Post Harvest Processing Center (Ken has submitted forms for release of funds)
- ADC BOD UPDATED Committee appointments were as follows:
 - Admin: Chair Tabata, Vice Chair Okuhama, Board Members Hong, Cooke & Watts
 - Technical Advisory: Vice Chair Okuhama, Board Members Okimoto, Hurd, Kanaka'ole, & Wicker
 - Marketing/Communications: Chair Tabata, Board Members Watts, Cooke, & Wicker
 - CIP PIG: Chair Tabata, Board Members Hong, & Seddon
 - Land Lease PIG: Chair Tabata, Vice Chair Okuhama and Board Members Cooke, Okimoto & Trump
- Strategic meeting with DHHL
- Property Manager Roger Clemente and myself did farm site visits to applicants in Round 1
- Attended Special Meeting of the Board of Directors
- Sought input & guidance from CIP PIG members
- Interview with Hawaii Farm and Food Magazine
- Ongoing project management for HPP and Central Oahu Food Hub

- First draft of LOI for Oahu parcels completed, working to revise for execution
- Set appointments to visit Round 1 Land Applicants with Staff
- Staff is turning the Legislative Priorities into Legislative Proposals
- Worked on collection for outstanding A/R for Waiahole Water System
- Completed Letter of Intent for Legacy Land Conservation Grant
- Staff is working on collection from land A/R on Oahu
- Military Partnership:
 - Ongoing Operation & Maintenance of pumps
 - \$19.7M Federal Grant Application decision 9/24
- Developing a better budget moving forward
- PR Update
 - Awaiting draft from interview with Hawaii Food & Wine magazine
 - Preparing for PR firm to come to Kauai for stories
- Continuing to Work on Addressing Audit Items including documentation of processes and better internal file management
- Meetings with staff for both short- and long-term budgeting for FY26 based on stakeholder meetings over the past year, and assessments of current assets

Events/Conferences

- 10/4-5: Hawaii Tropical Fruit Growers Convention
- 9/ 11-15, 2024: Hana, Hawaii Investment Ready Cohort 6 Dates
- 10/16-19, 2024 (Final Pitches): Oahu, Hawaii Investment Ready Cohort 6 Dates
- 11/7 & 11/8: Hawaii Ag Summit @ the Convention Center
 - ADC Working Session on Strategic Plan Input from the Ag Industry

Upcoming Events:

- Completing farm site visits for land applicants
- 8/26: CWRM Meeting, Wahiawa Irrigation System Meeting
- 8/27: HDOA Board Meeting (for Deputy Director)
- 8/28: Kauai: Land applications, Mana Means, EKIS, PMRF, KAA meetings
- 8/29: Possible Waiahole Irrigation Site Tour
- 8/30: Possible Big Island Trip, land application PIG, CIP PIG meetings
- 9/19: ADC BOD Meeting Virtual- Please block 3 hours
- 10/7: Drought Grant due
- 10/11: Legacy Land Application Due
- 10/17: ADC BOD Meeting Virtual; HIR Presentation (?)
- 11/21: ADC BOD Meeting

- 12/19: ADC BOD Meeting

Strategic Planning:

- Land Permitted Interaction Group: Formed, Information Shared, Distribution Services & Value-Add Permitted Interaction Group: Formed, Information Shared, Ongoing Discussion
- Reviewed MOU for OPSD to post the RFP for additional work on the ADC Strategic Plan
- Strategic Plan
 - 8/1-10/31: Plan Development & Stakeholder Engagement Round 2
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 - 12/30: Board Approval

Projects: Please see attached GAANT Chart

DA: 8.23.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 8/23/24 - 8/30/2024

End of Week Debrief

- FY25 Budget Highlights
 - Hiring Staff: Kauai Property Manager, Kauai Water Manager, 3 East Kauai Water Workers, and a Climate-Resilient Food & Product Innovation Network Manager (Mark submitted forms for need to proceed)
 - Funding for Concept Development of a forage drying facility
 - Capital Improvements: Aahoaka Reservoir, Christian Crossing Bridge, Kekaha Ditch Bridge Crossing and a Kekaha Post Harvest Processing Center (Ken has submitted forms for release of funds)
- Office had no power Monday all day (had to cancel meeting with Accountant IV candidate, and Thursday 3-5:30 p.m. We posted on the ADC website due to the fact phones were down, and received authorization for remote work
 - Developing a Risk Management Strategy for Disruptions: PCs and cell phones for all staff, and beginning the paperwork and online videos for "as needed" remote work
 - Both were unanticipated events
- Strategic meeting with CWRM
- Attended HDOA Board Meeting
- Working on strategy for WaterSMART Grant Submission
- Met with East Kauai Irrigation System users to prioritize needs and operating BMPs

- Met with DLNR to outline next steps for EKIS transfer/EO
- Met with KAA to outline CIP strategy and current project status, and metrics
- CIP PIG meeting with updated format
- Land Application PIG meeting
- Met with Mana Means on PR calendar
- Worked with Mark to answer Strategic Plan RFP questions for OPSD
- Met with HIR Team: drafted presentation for October event
- Draft HPP RFP sent to HCDA for feedback
- Ongoing project management for HPP and Central Oahu Food Hub
- LOI for Oahu parcels sent via certified mail Thursday, 8/29
- Staff is turning the Legislative Priorities into Legislative Proposals
- Staff is working on collection from land A/R on Oahu
- Military Partnership:
 - Ongoing Operation & Maintenance of pumps
 - \$19.7M Federal Grant Application decision 9/24
- Developing a better budget moving forward
- PR Update
 - Awaiting draft from interview with Hawaii Food & Wine magazine
 - Preparing for PR firm to come to Kauai for stories (9/6)
- Continuing to Work on Addressing Audit Items including documentation of processes and better internal file management
- Meetings with staff for both short- and long-term budgeting for FY26 based on stakeholder meetings over the past year, and assessments of current assets

Events/Conferences

- 10/4-5: Hawaii Tropical Fruit Growers Convention
- 10/16-19, 2024 (Final Pitches): Oahu, Hawaii Investment Ready Cohort 6 Dates
- 11/7 & 11/8: Hawaii Ag Summit @ the Convention Center
 - ADC Working Session on Strategic Plan Input from the Ag Industry

Upcoming Events:

- Completing farm site visits for land applicants
- 9/4: Interviews for Accountant IV
- 9/4: WAM CIP meeting update
- 9/4: Wahiawa Irrigation System Update meeting
- 9/5: Waimea Mediation Meeting
- 9/6: Meeting with tenants and PR firm on Kauai for Newsletter
- 9/9: Land application PIG meeting

- 9/10: Possible Waiahole visit
- 9/ 11-15, 2024: Hana, Hawaii Investment Ready Cohort 6 Dates
- 9/19: ADC BOD Meeting Virtual- Please block 3 hours
- 10/7: Drought Grant due
- 10/11: Legacy Land Application Due
- 10/17: ADC BOD Meeting Virtual; HIR Presentation (?)
- 11/21: ADC BOD Meeting
- 12/19: ADC BOD Meeting

Strategic Planning:

- Land Permitted Interaction Group: Formed, Information Shared, Distribution Services & Value-Add Permitted Interaction Group: Formed, Information Shared, Ongoing Discussion
- Reviewed MOU for OPSD to post the RFP for additional work on the ADC Strategic Plan
- Strategic Plan
 - 8/1-10/31: RFP Issued for Planning, Plan Development, & Stakeholder Engagement Round 2
 - 11/1-11/30: Board Review/Edit
 - 12/30: Board Feedback

Projects: Please see attached GAANT Chart

DA: 9.09.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 9/3/24 – 9/6/2024

End of Week Debrief

- FY25 Budget Highlights
 - Hiring Staff: Kauai Property Manager, Kauai Water Manager, 3 East Kauai Water Workers, and a Climate-Resilient Food & Product Innovation Network Manager (Mark submitted forms for need to proceed)
 - Funding for Concept Development of a forage drying facility
 - Capital Improvements: Aahoaka Reservoir, Christian Crossing Bridge, Kekaha Ditch Bridge Crossing and a Kekaha Post Harvest Processing Center (Ken has submitted forms for release of funds)
- Conducted interviews of Accountant IV Candidates
- Waimea Watershed Agreement meetings to determine next steps
- Working on strategy for WaterSMART Grant Submission

- Visited 3 farms on Kauai with the PR firm, Mana Means for farmer interviews for future stories
- Roger & I also visited two applicant farms on Kauai
- Prepared report for Land PIG from farm visits
- Linda has found an issue within the Yardi system that needs amended by Yardi software developers to generate invoices correctly- we need the company to address prior to issuing invoices
- QB will be used moving forward to generate invoices for water delivery customers
- Working with staff on creating a FY26 budget which includes FY24 actuals
- CIP PIG meeting with updated format
- Land Application PIG meeting
- Met with HIR Team: drafted presentation for October event
- Ongoing project management for HPP and Central Oahu Food Hub
- Based on questions for ADC Strategic Plan RFP through OPSD, the RFP was pulled to amend the scope to fit the budget and will be reissued eta tbd shortly
- Following up regarding LOI for Oahu parcels sent via certified mail Thursday, 8/29
- Military Partnership:
 - Working to schedule a face to face meeting for a quarterly review
 - Ongoing Operation & Maintenance of pumps
 - \$19.7M Federal Grant Application decision 9/24
- PR Update
 - Awaiting draft from interview with Hawaii Food & Wine magazine
 - Preparing for PR firm to come to Kauai for stories (9/6)
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- 9/4: WAM CIP meeting update
- 9/4: Wahiawa Irrigation System Update meeting
- 9/5: Waimea Mediation Meeting
- 9/9: Meeting with WAM on projects
- 9/9: Meeting kickoff for WaterSMART Grant application to fund a backup well for the Waiahole and Galbraith farmers
- 9/10: Land application PIG meeting
- 9/10: Possible Waiahole visit
- 9/10: Wailua Wastewater Treatment meeting
- 9/ 11-15, 2024: Hana, Hawaii Investment Ready Cohort 6 Dates
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Projects: Please see attached GAANT Chart

High-Pressure Processing Facility, Whitmore, Oahu

Agenda

Introduction

Background

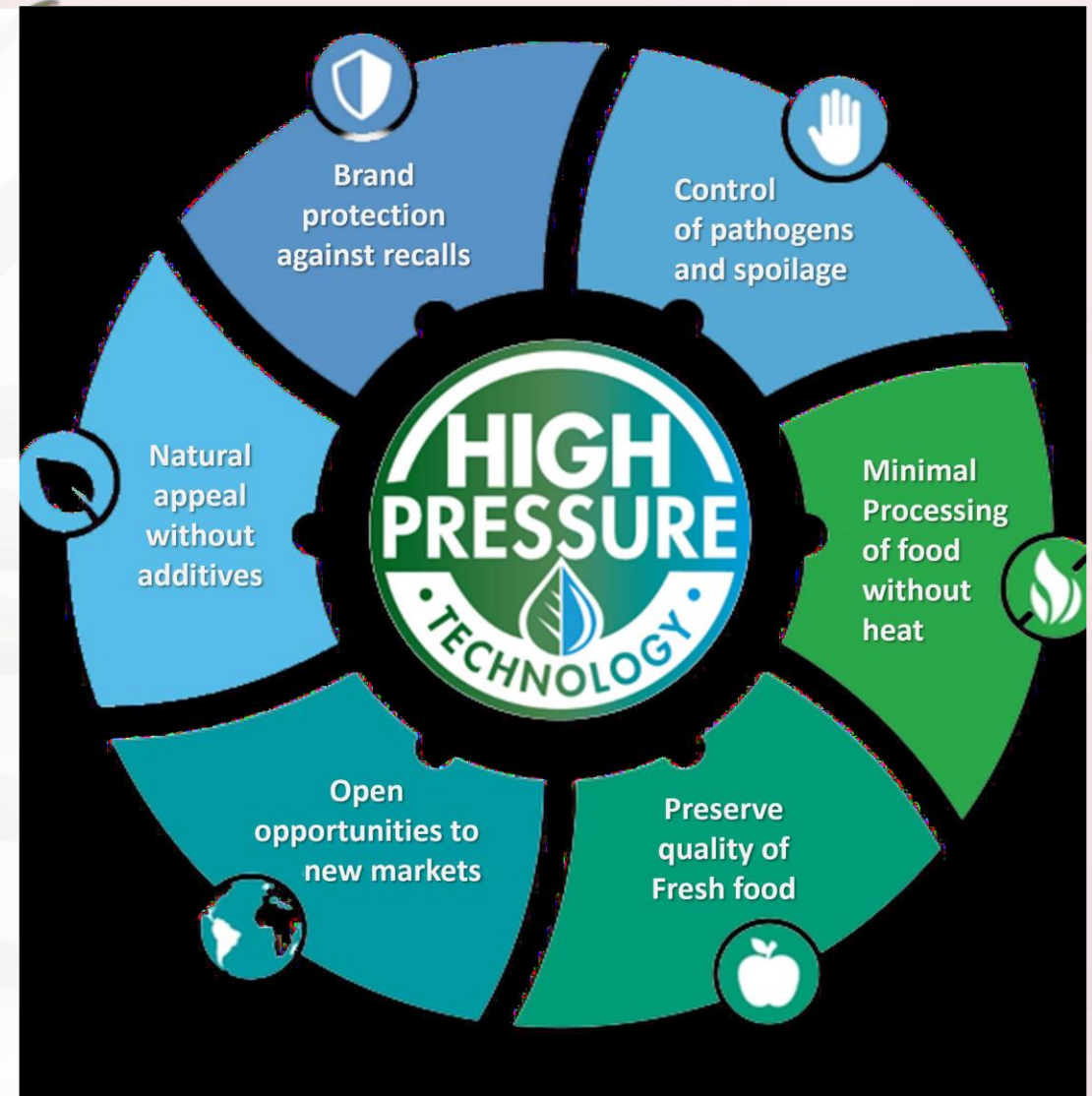
Procurement Process

Major dates

Q&A

HPP Technology: A nonthermal clean label preservation technology

Pressure is transmitted uniformly and instantaneously throughout the product, therefore **achieving an effect equivalent to pasteurization, except without the use of heat.**



Background

- On June 23, 2021, the Agribusiness Development Corporation (ADC) entered into a memorandum of agreement with the Department of Business, Economic Development, and Tourism to provide \$6 million from the Hawaii State Legislature through Act 5, SLH 2019 to purchase a High-Pressure Processing machine.
- On August 19, 2021, ADC contracted University of Hawaii Community Design Center to develop a conceptual plan for a High-Pressure Processing Facility in Whitmore, Oahu. The total contact amount was \$500,000.
- On May 18, 2022, the ADC Board of Directors authorized the issuance of a Request for Proposal to use the remaining \$5.5 million to Construct and Operate a High-Pressure Processing Machine and Agricultural Facilities in the Whitmore Food Hub, Wahiawa, Oahu.

Background Cont'd

- On November 15, 2022, ADC received a sole offeror entered into a memorandum of agreement with the Department of Business, Economic Development, and Tourism to provide \$6 million from the Hawaii State Legislature to purchase a High-Pressure Processing machine.
- On December 1, 2022, the Evaluation Committee recommend to accept the sole offeror's proposal but requested to negotiate a price that was fair and reasonable.
- On January, 25, 2023, the ADC Board establish a Permitted Interaction Group to negotiate with the offeror.
- On April 23, 2023, James Nakatani, ADC Executive Director suddenly passed away leaving ADC in a quandary.

Background Cont'd

- On May 5, 2023, ADC's request for alternative procurement (to negotiate) was approved.
- On May 25, 2023, Fred Lau, ADC Board of Director Chair and Permitted Interaction Group member, resigned which resulted in the dissolution of the Permitted Interaction Group.
- On September 21, 2023, the ADC Board Chair established a new Permitted Interaction Group to negotiate with the sole offeror.
- On November 8, 2023, the Permitted Interaction Group asked the sole offeror if there was still interest to negotiate a fair and reasonable price.
- On November 16, 2023, the sole offeror informed ADC that they were no longer interested in pursuing the project.

Procurement Process

New Approach

Request for Proposal to Design and Construct a High-Pressure Processing Facility in Whitmore, Oahu

- Design-Build
- \$5.5 million + \$9.014 million (pending)
- New facility and HPP machine

Request for Proposal to Operate and Maintain the High-Pressure Processing Facility in Whitmore, Oahu

- Operate and Maintain
- Funding pending
- 7 years with an option to extend
- Tolling fee to be approved by ADC Board
- 1% of any gross sales over the first \$1 million of gross sales generated pending

RFP Major Dates

Solicitation Release:	September 25, 2024
Pre-Proposal Conference:	October 7, 2024
Question Submittal Deadline:	October 16, 2024
Answers to Questions:	October 30, 2024
Due date:	November 21, 2024
Anticipated Award Date:	December 2, 2024

Thank you

Ken Nakamoto, ADC Project
Manager

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