

Da: December 16, 2024

To: ADC Board of Directors & Attorney General's Office

From: Wendy Gady, Executive Director, Agribusiness Development Corporation (ADC)

Subject: Weekly Report (December 16– December 20, 2024)

End-of-Week Debrief

1. Grant Submission Updates:

- Due 2/25: Working on submission for Hazard Mitigation Grant Program (\$5,062,500/\$15,187,500):
 - i. ADC/Honolulu City Co/Waterlines, Water Storage & Hydrants/Whitmore
 1. Opportunity (Non-Federal Share-25%/Federal Share-75%): \$687,500/\$2,062,500
 - ii. ADC/County of Kauai/Waterlines, Water Storage & Hydrants/Kalepa: \$3,125,000/\$9,375,000
 - iii. ADC/Honolulu City Co/Waterlines, Water Storage & Hydrants/Central Oahu: \$1,250,000/\$3,750,000
- Waiting to hear regarding WaterSMART Grant submitted.
- Starting to rewrite DCIP for 2/2025 submission using feedback

2. Incident Report:

- None.

3. Conference Attendance:

- None.

4. Meetings and Collaborations:

- Per ADC BOD Action, generated a letter to Anne Lopez, and had a meeting with Matt Dvonch regarding the skillset needed for Special Counsel.
- Regular Meetings with Kekaha Ag Association (KAA) in further understanding the systems, challenges & opportunities
- Met with Dr. Fink, Hawaii Department of Health, regarding NPDES draft concerns
- Continuing to touch base with several tenants regarding feedback on the license appraisal fees, and future
- Meeting with stakeholders for the WIS
- Executed construction ROE extension for HDOE/Whitmore- lease is still being negotiated.
- ETA for final draft MOA & Terms with HDOE/Becks due 12/20/24, transition to ADC 2/1/25.
- Participating in the First Lady's Keiki Food Security Working Group
- Working with AGs office to close the Dole Well acquisition- in the final stages of Land Bureau reviewing the map for acceptance, title has cleared Land Court, moneys are in escrow (outstanding item of 3+ years)
- Working with HFBF regarding Waiahole Irrigation System debt & CIP.

5. Ongoing Projects:

- Continuous meetings regarding CIP projects.

- HPP RFP posted 12/19/24; mandatory Prebid meeting 12/27/24; RFP due 2/7/25; ETA for award 3/7/25.
- Preparing for ADC BOD Meeting 1/16/25 & Ingrid is working to develop a CY25 Calendar of BOD meetings.
- Preparing a calendar for ADC BOD Standing Committee meetings for CY25.
- Waimea Mediation Meetings and ongoing reporting.
- Haleiwa-Wailua-Wahiawa Irrigation System Acquisition
- Great deal of interest, enthusiasm and excitement for the future Small Animal Slaughterhouse in the ADC FY26 budget.
- Continued work/reconciliation of PMRF Contract.
- Supporting Kauai Shrimp in the NPDES Permit process.

6. Staffing and Operations:

- ADC Annual Report Submitted to DBEDT.
- It is important to note that ADC has received 46 Expressions of Interest for the next round of applications.
- Hiring updates:
 - i. Accountant IV position- interviews complete, offer being made.
 - ii. DHURD has created flyers to advertise the positions on Kauai, and we would greatly appreciate sending them to candidates:
 1. [Agribusiness Development Corporation Kauai Property Manager | Job Details tab | Career Pages \(governmentjobs.com\)](#)
 2. [Agribusiness Development Corporation Kauai Water Systems Manager | Job Details tab | Career Pages \(governmentjobs.com\)](#)
- Ongoing UHCDC work regarding the forage drying facility and FPINs projects, now being called the Entrepreneurial Product Innovation Network (EPIC)
- Ongoing UHCDC work regarding Oahu EPIC project
- The Waiahole System Team has implemented an aggressive maintenance program that is getting lots of complements from users
- Ingrid is working with DBEDT IT to get the new phone system installed
- Purchase of vehicles for Kauai Staff has started.
- Ingrid & Lyle are working on an updated ADC inventory
- Completed draft WAM and FIN reports for DBEDT.

7. Capital Improvements:

- The following Projects were submitted for DBEDT & Governor consideration for CIP Request (ADC Request/Governor's Decision):
 - i. State Postharvest Facility Construction, Oahu: \$6.3M/\$1.8M
 - ii. Small Animal Slaughterhouse, Oahu: \$4M/\$4M
 - iii. Food & Product Innovation Network: \$9.5M/\$350k
 - iv. Wahiawa Reservoir and Spillway Purchase: \$5.6M/0
 - v. Kekaha Irrigation System Improvements, Kekaha: \$6.47M/\$6.47M
 - vi. Wastewater Reclaimed Water Irrigation System, Wahiawa: \$4M/0
 - vii. Ag Infrastructure Improvement, Oahu: \$9.2M/\$9.2M
 - viii. Commercial Land Purchase, Oahu: \$500k & \$4.5M/0

- ix. Acquisition of Ag Lands, Waimea: \$1.3M/0
- x. Purchase of Land Locked between State Owned Land: \$3M/0
- xi. Galbraith Ag Lands Improvements: \$500k/0/0
- xii. Acquisition of Ag Lands, Waialua, Oahu: \$9.1M
- xiii. Land Acquisition for Water Security, Lihue: 0/\$3M
- xiv. Value-Added Product Development Center: 0/\$1.3M

8. Grants and Agreements:

- DLNR requested input regarding the transition of future Irrigation Systems to ADC Portfolio.
- Drafted MOAs with the AG's office for HIDOE (Kauai & Oahu) are in active discussions.
- Held meetings regarding the Waimea Watershed Agreement to determine the next steps.
- We are struggling to get a response from Spire management for two remaining projects slated

9. Project Management:

- Continuing oversight on the HPP (Received 6 Notice of Intents from Companies who will be bidding, 2 completed Statement of Qualification) and Central Oahu Food Hub projects.
 - i. We've had a protest due to the PLA which we are working on with our AG & the company was not one who submitted a Statement of Qualification
- Managing LOI for Oahu parcels and planning next steps for PSAs with Chair Chang.
- Staff are working to create a Land Portfolio by Year End.
- Staff are also reviewing an Accounting System Manual.

Events and Conferences

December 16: DBEDT Holiday Party, Team Meeting on Regional Kitchen

December 17: Legislative Coordinators Training through DBEDT

Upcoming Deadlines & Events

December 23: Tentative meeting Big Island.

December 30: Interviews on Kauai for Kauai Property & Water Manager Positions.

January 15, 2025: Opening Day at the Legislature

January 16, 2025: ADC Board meeting

Strategic Planning

1. Permitted Interaction Groups (PIGs):
 - Land & Distribution PIGs are complete.
 - Value-Added PIG is actively updating their report based on the Zippys tour- eta of report 1/16/25.
2. Strategic Plan Updates:
 - The “Call to Action” at the Ag Leadership Conference collected a great deal of stakeholder input and will be incorporated into the Strategic Plan.
 - The Land and Distribution Service PIG reports and the future Value-Added PIG will also be included in the report.
 - Approximately \$70k remains in the budgeted amount for the Scope of Work with OPSD.
 - OPSD posted the RFP and the questions from the interested bidders included lots of feedback that the requested scope was well outside the budgeted amount.
 - We trimmed the scope of the RFP and returned to OPSD for posting. I’m still waiting for this to get posted for bidding.
 - RFP for PR Firm was posted- Mahalo Ken!
3. Working with staff to update/develop future monthly, and quarterly goals based on ED Goal PIG Report submitted for 12/6/24 meeting.

Projects

For a detailed overview of ongoing projects, please refer to the attached Gantt Chart.