

Da: December 30, 2024

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

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

Subject: Weekly Report (December 30,2024 – January 3, 2025)

End-of-Week Debrief

1. Grant Submission Updates:

- 1/10/25: The *Growing Hawai'i Farm to School Pathways* (GFS) project aims to enhance farm-to-school systems and increase local food sourcing within the Leilehua-Mililani-Waialua Complex Area. This inter-agency initiative will prepare schools for integration into the centralized regional kitchen model, support farmers, and foster a more sustainable food system. Key activities include USDA-compliant menu development with locally sourced ingredients, streamlining procurement pathways for small farmers, conducting staff training on new workflows, and aligning school kitchen operations with regional capacity through site assessments. The project's outcomes are designed to benefit Hawai'i's students, schools, and agricultural communities statewide. ADC's leadership ensures a collaborative and impactful approach to advancing Hawai'i's self-sufficiency goals through farm-to-school innovation.
 - i. If funded, it would add a position to coordinate the grant over 2 years.
 - ii. Estimated size of grant \$500k
- 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 actively rewrite DCIP for 2/2025 submission using feedback

2. Incident Report:

- None.

3. Conference Attendance:

- None.
- Researching Ag Day at the Capitol date.

4. Meetings and Collaborations:

- Per ADC BOD Action, generated a letter to Anne Lopez, and had a meeting with Matt Dvnoch regarding the skillset needed for Special Counsel- Next Step is AGs office to move forward with hiring Special Counsel.
- Regular Meetings with Kekaha Ag Association (KAA) in further understanding the systems, challenges & opportunities
- Kauai Shrimp received their issued NPDES from HDOE.

- 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 completed 12/27/24, BOD Action required 1/16/25, & transition to ADC 2/1/25.
 - 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 potential bill and leg priority of repayment of Waiahole Irrigation System debt.
5. Ongoing Projects:
- Continuous meetings regarding CIP projects.
 - Planning for NPDES Permit compliance on Kauai.
 - HPP RFP posted 12/19/24; mandatory Prebid meeting 12/27/24; RFP due 2/7/25; ETA for award 3/7/25. A Protest was filed, AGs office is working on a response.
 - Working with HDOE regarding Kauai Facility and Oahu Regional Kitchen.
 - Preparing for ADC BOD Meeting 1/16/25 & Ingrid is working to develop a CY25 Calendar of BOD, Standing Committee and Current PIG 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.
6. Staffing and Operations:
- 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. Accountant V has resigned effective 1/8/25.
 - iii. Interviews scheduled for 1/3/25 with Kauai candidates for Kauai Property Manager and Kauai Water Systems Manager went extremely well.
 - Clearing of a large parcel of land abutting Wahiawa community has started.
 - Ongoing UHCDC work regarding the forage drying facility, Small Animal Slaughterhouse and FPINs projects, now being called the Entrepreneurial Product Innovation Network (EPIC)
 - Working with DAGS on infrastructure and site preparation work in Central Oahu.
 - 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- needing to rent 2 pieces of equipment in the new year to keep going.
 - 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, Waiialua, 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

None.

Upcoming Deadlines & Events

- I. 1/10: Fin DBEDT Briefing
- II. 1/13: WAM DBEDT Briefing
- III. 1/13: Lyle Roe/Dept of Energy Audit Kekaha & WIS
- IV. 1/14: Admin Committee Meeting
- V. 1/15: Leg Opening Day

- VI. 1/16: ADC BOD Meeting
- VII. 1/20: 5 bills/day limit begins; State of the State/Admin Bill Package Intro.
- VIII. 1/22: 5 bills day limit ends; Intro Bill Cutoff
- IX. 1/23-25: Site visit to Regional Kitchen in WA
- X. 2/6/25: HIEMA
- XI. 2/15/25: Earmark Requests

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.