



County of Hawai'i
Department of Finance
Property Management Division
25 Aupuni Street, Suite 1101
Hilo, HI 96720
Telephone: (808) 961-8069

OFFICIAL USE ONLY:
PO No. _____
Vendor # _____
Rcv'd: _____
Approved for payment: _____
Dated: _____

STEWARDSHIP GRANT PROGRESS REPORT

PLEASE CHECK TYPE OF PROGRESS REPORT: SEMI-ANNUAL ANNUAL

ENTER INFORMATION IN THE FIELDS PROVIDED.

- 1. NAME AND ADDRESS OF ORGANIZATION:**
The Friends of Amy B.H. Greenwell Ethnobotanical Garden
82-6160 Hawaii Belt Rd, Captain Cook, HI 96704
- 2. PERSON TO CONTACT:**
Kimberly Kaho'onei
- 3. CONTRACT NO.:**
75630
- 4. CONTRACT AWARD AMOUNT:** \$191,609
- 5. PROJECT NAME (same name used on contract):**
Friends of Amy B H Greenwell Ethnobotanical Garden
- 6. PROJECT PERIOD:**
July 1, 2021 - June 30, 2023
- 7. PROGRESS REPORT PERIOD:**
July 1, 2021 - December 30, 2022
- 8. PROJECT LOCATION (list all TMKs from the contract):**
TMK (3) 8-2-013-002; 003; 014; 043; 059
- 9. CERTIFICATION:**
The Applicant certifies that the information contained in this report is true and correct to the best of his/her knowledge.

NAME OF AUTHORIZED OFFICIAL:

Alan Rolph

TITLE OF AUTHORIZED OFFICIAL:

President

SIGNED:

DATE:

12/15/2022

A. PROJECT OVERVIEW

See question attachments Stewardship Grant Progress Report Continued.

B. PROJECT ACCOMPLISHMENTS

Amy Greenwell's original home is now well on the way to restoration, and has now been renamed "Hale o Pūlelehua" or "Butterfly House". Major renovations on the south side of the interior and exterior end of the building have been completed. Significant progress has been made in protecting the health of the canopy in parts of the main Garden and ensuring the safety of visitors, and in assuring the maintenance and care of all plants in the Garden and Nursery. Half of the former Amy Residence building has been fenced into protect from highway exposure and steep grade. Also the private highway entrance to this parcel has been redone for safety and drainage.



C. PROJECT CHALLENGES

See question attachments Stewardship Grant Progress Report Continued.

D. FUTURE PLANS RELATING TO THE PROJECT

It is our goal to finish the projects stated in our Stewardship Grant 2021 period within the grant period time frame.

E. PHOTOGRAPHS, MAPS, AND OTHER EXHIBITS *(Use additional sheets and be sure to label every exhibit with sufficient information. See Instructions.)*

See question attachments Stewardship Grant Progress Report Continued.

F. PROJECT ACTIVITIES

(Use the table format below for details on your project's progress. See example in Instructions.)

Type of Activity	Completion Date and/or % Complete	Contractors/Collaborators
See question attachments Stewardship Grant Progress Re		

G. BUDGET DETAILS FOR CONTRACT NO.

(Use the table formats below for details on your project's budget. See example in Instructions.)

Date	Parcel TMK(s)	Project Activity	Grant Amount Requested	Grant Amount Encumbered and/or Spent
		See question attachments Stewardship Grant Progr		
		TOTAL FOR REPORTING PERIOD	\$ 0.00	\$ 0.00

G. BUDGET DETAILS FOR CONTRACT NO. (continued)

(Use the table formats below for details on your project's budget. See example in Instructions.)

Date	Parcel TMK(s)	Project Activity	Grant Amount Requested	Grant Amount Encumbered and/or Spent
		See question attachments Stewardship Grant Progress		
TOTAL FOR REPORTING PERIOD			\$ 0.00	\$ 0.00

GRAND TOTAL OF GRANT AMOUNT REQUESTED (if two tables are used): 0.00

GRAND TOTAL OF GRANT AMOUNT ENCUMBERED/SPENT (if two tables are used): 0.00

J. IN-KIND SERVICES AND OTHER RESOURCES

(See Instructions.)

Date	Activity	Person/Organization	# of Participants	Calculation of In-Kind Value	Other Resources
		See question attachments Ste			
		TOTAL OF IN-KIND VALUES & OTHER RESOURCES			

Stewardship Grant Progress Report Continued

A. Project Overview

Our project works to preserve and develop this living resource with the community. Our vision creates a place for Hawaii's native plant species to grow and thrive; ensures a public place for recreation, education, conservation, scientific research; and offers a spiritual and cultural retreat to connect to nature. In this particular contract and budget, we are prioritizing restoration of infrastructure; landscape maintenance of plant cultivars and collections in the Garden and Nursery; and safety remedies, including fencing and road repair/drainage. Through building restoration, Amy Greenwell's former home is being repaired and repurposed into a community, educational, and caretaker building for programs, lectures, meetings and workshops. Landscape maintenance is dedicated to all plants in the main Garden as well as the Nursery, and includes canopy care for trees and tall shrubs, as well as removing invasives and brush. In all activities, preservation of the archaeological sites throughout the Garden is maintained.

C. Project Challenges

We have run into a few setbacks which have delayed the completion of a few of our projects. Obtaining certain permits has been a lengthy process, making it a challenge for us to work smoothly during a short time frame (September to December). It has also been a challenge securing contracts within a short time frame for our contractors. Unforeseen circumstances with the old cesspool drew setbacks on completing the removal of the original cesspool. The Department of Health and the County of Hawai'i require different permits, however, we have been able to resolve this challenge with the Department of Health and have acquired the permit necessary to remove the former cesspool and convert to a septic tank. We have also run into setbacks on Parcel 4 to conduct archeological monitoring/input. Due to delayed response from SHIPD regarding permitting, our consultants cannot move forward in providing archeological input, which delays fencing in parcel 4. Another challenge we have run into was understanding the grant process and completing the progress report form. I think that the fillable form made it difficult for us to input all of our information in a viewable font.

E. Photographs, Maps, and Other Exhibits



Figure 1. Newly renovated interior of the former Amy Greenwell house to become the “Hale o Pūlelehua” Community Center. Flooring, windows, fixtures, and ceiling have been replaced.



Figure 2. The newly renovated exterior of the former Amy Greenwell residence. Trees and brush have been removed, the new pathway has been designed, and the exterior walls have been painted.



Figure 3.1 & 3.2. The original cesspool has been closed, and the new septic system has been installed and filled for public safety.



Figure 4. Volunteer groups have been crucial in the preservation and maintenance of our Native Hawaiian plants. Above, volunteers are stripping ti leaves and other plant material to be used as mulch/compost in the preparation of moving our kalo (taro) collection.

Some of the many hands that have helped in preserving and maintaining our Native Hawaiian Plants are our education groups. This group helped us harvest our kalo collection, collect seeds, and mulch throughout the Garden.

F. Project Activities

Project Activities Table		
Type of Activity	Completion Date and/or % Complete	Contractors/Collaborators

1. PLANT PRESERVATION, RESTORATION, MAPPING, AND MAINTENANCE		
Canopy Care - tree and brush clearing	50%	Kona Tree Care
Horticulturist and Maintenance of Main Garden	100% (every/ongoing)	Bishop Museum Contract & Jim Miller
Maintain nursery plants	100% (every/ongoing)	Bishop Museum Contract & Jim Miller
2. RESTORATION OF EDUCATIONAL AND CARETAKER BUILDING		
Surveying	100%	Wes Thomas
Driveway Entrance Repair & Drainage	100%	West Hawaii Excavating
Cesspool to septic conversion	Dec 2022; 100%	West Hawaii Excavating
Paint Interior S side	Dec 2022; 100%	Casey Kirahara Painting
Paint Exterior	Dec 2022; 100%	Casey Kirahara Painting
Removal and replacement of sliding door and windows	Nov 2022; 100%	Jason Carroll, Owner
Removal and replacement of flooring	Nov 2022; 100%	Jason Carroll, Owner
Renovation of the S side ceiling	Nov 2022; 100%	Jason Carroll, Owner
Renovation of the S side bathroom	Nov 2022; 100%	Jason Carroll, Owner
Removal of demolition waste	50%	Jason Carroll & Seaside Disposal
Removal and replacement of sink and faucet	Nov 2022; 100%	Jason Carroll, Owner
Replacement of countertops and cabinets	Nov 2022; 100%	Jason Carroll, Owner
Repair plumbing	Nov 2022; 100%	Aoki Plumbing
3. FENCING		
Fencing the restoration building	50%	Kalima Brooks, Owner

G. Budget Details for Contract

Budget Details for Contract No.				
Date	Parcel TMK(s)	Project Activity	Grant Amount Requested	Grant Amount Encumbered and/or Spent
1. PLANT PRESERVATION, RESTORATION, MAPPING, AND MAINTENANCE				
Oct. /Nov. 2022	(3)8-2-014:043	Canopy Care - Tree trimming and bush clearing at former Amy	\$ 35,249.00	\$ 8,376.96

		residence		
Jan. - Oct. 2022	ALL	Contract Maintenance		\$ 3,755.00
	ALL	Repair and maintenance		\$ 1,836.60
2. RESTORATION OF EDUCATIONAL AND CARETAKER BUILDING				
2021		Reroofing		
June 2022	(3) 8-2-013:002	Cesspool to Septic System		\$ 24,004.77
Aug 2022	(3) 8-2-013:003	Painting		\$ 11,525.93
Aug 2022	(3) 8-2-013:003	Interior building restoration	\$ 125,690.00	\$ 33,283.68
Aug 2022	(3) 8-2-013:003	Roofing/Ceiling repairs		\$ 8,713.67
Aug 2022	(3) 8-2-013:003	Bathroom renovation on S side		\$ 5,823.89
Sept. / Oct. / Nov. 2022	(3) 8-2-013:003	Waste removal		3413.06
3. FENCING				
Nov 2022	(3) 8-2-013:003	Fencing	\$ 30,670.00	\$ 21,356.20
Total:			\$ 191,609.00	\$ 122,089.76

H. Project Receipts

Project Receipts				
Date of Payment	Type of Expense	Vendor	Receipt Number	Amount
Jan. 2022 - Oct. 2022	Jim Miller maintenance contract	Jim Miller		\$ 3,755.00
1/7/2022	Honda Tire for Mower Repair	Glenn Akamine		\$ 61.25
2/24/2022	Tire repair string	Napa		\$ 20.41
3/31/2022	Tractor coolant	Napa		\$ 9.10

4/22/2022	Inlet pipe for power washer	Amazon		\$ 28.04
5/12/2022	Parts for hose	Ace		\$ 2.08
6/24/2022	Parts for mower	Bacon Universal		\$ 38.64
7/1/2022	Fix a flat kit	Napa		\$ 35.57
7/8/2022	Lubricant	Ace		\$ 11.21
7/14/2022	Parts for mower	Bacon Universal		\$ 79.30
7/14/2022	Hydraulic repair	D & M Sales		\$ 338.20
7/14/2022	Tractor repair parts	Allied Machinery		\$ 490.50
7/18/2022	Paint exterior	HPM Building Supply	4272123	\$ 45.21
7/22/2022	Parts for mower	Bacon Universal		\$ 23.25
7/25/2022	Design tmk 3-8-2-013:002	Foresight Engineering	1286	\$ 837.70
7/29/2022	Slider vinyl windows	HPM Building Supply	21442015	\$ 1,094.93
7/29/2022	Miligard windows	HPM Building Supply	21441905	\$ 3,622.71
7/30/2022	Demo/replace windows	Jason Caroll	238	\$ 8,376.97
8/4/2022	Keyed entry	HPM Building Supply	4296279	\$ 55.26
8/13/2022	Paint interior	HPM Building Supply	4308862	\$ 144.72
8/18/2022	Kitchen Cabinets	HPM Building Supply	21581710	\$ 4,821.99
7/22/2022	Parts for tractor	Bacon Universal		\$ 33.08
8/23/2022	Flooring S side	HPM Building Supply	21615575	\$ 3,226.97
8/24/2022	Replace westerly boundary	Wes Thomas	27463	\$ 1,035.00
8/24/2022	Boundary stakeout/replace westerly boundary	Wes Thomas	27462	\$ 890.00
9/2/2022	Mower repair	Bacon Universal		\$ 665.97
9/21/2022	Down payment for fencing	Kalima Brooks		\$ 6,282.60
9/26/2022	Hinges	HPM Building Supply	21848795	\$ 321.16
9/26/2022	Shower	HPM Building Supply	4370029	\$ 845.17

9/26/2022	Treated lumber/plywood	HPM Building Supply	4370091	\$ 1,042.41
9/27/2022	Sink, shower kit, faucet	HPM Building Supply	4371655	\$ 496.44
10/5/2022	Demo/replace windows	Jason Carroll	237	\$ 1,047.12
10/6/2022	Roof repair/skylight	ABC	5768426	\$ 2,169.17
10/10/2022	White vinyl windows	HPM Building Supply	4388324	\$ 325.83
10/11/2022	Dumpster	Hawaiian Roll Off	2251	\$ 813.88
10/17/2022	Lot 55A along portions of Hawaii Belt Rd	West Thomas Associates	27527	\$ 754.00
10/19/2022	Prehung door/8x4' slider	HPM Building Supply	22006475	\$ 953.21
10/19/2022	Barn doors	HPM Building Supply	22006520	\$ 209.47
10/19/2022	Treated lumber/nails	HPM Building Supply	440189	\$ 858.95
10/19/2022	Alpine series windows	HPM Building Supply	433.03	\$ 433.03
10/23/2022	Tree and Brush removal	Kona Tree Care	965	\$ 8,376.96
10/24/2022	Treated lumber	HPM Building Supply	44083.3	\$ 612.65
10/25/2022	Plumbing	Aoki Plumping		\$ 2,827.22
10/27/2022	Copper wire, electrical	HPM Building Supply	441334	\$ 702.08
10/31/2022	Dumpster	Seaside Disposal	220518	\$ 2,599.18
11/2/2022	Deposit for removal of fencing	Kalima Brooks		\$ 6,112.00
11/2/2022	Final phase one and two of fencing	Kalima Brooks		\$ 6,282.60
11/5/2022	Roof ridge repair	Jason Carroll	238	\$ 6,544.50
11/5/2022	Lights/down rod	Lowes		\$ 320.69
11/18/2022	Countertop	Big Island Countertop	11718722	\$ 1,573.00
11/29/2022	Install new cabinets, further demo work	Jason Carroll	240	\$ 5,340.31
12/1/2022	Paint	Casey Kirihara Painting		\$ 11,336.00
12/14/2022	engineering for septic	Foresight		\$ 418.85

		Engineering		
		West Hawaii Excavating	5861	\$ 22,748.22
				\$ 122,089.76

J. In-kind Services and Other Resources

In-kind Services & Other Resources					
Date	Activity	Person/Organiz ation	# of Partici pants	Calculation of In- kind Value	Other Resources
Jan. 2022	Plant Restoration and maintenance	Volunteer Work Days	34	4 work days x 34 volunteers x 3.5 hrs @ \$26.87 = \$12,790.12	
Feb. 2022	Plant Restoration and maintenance	Volunteer Work Days	47	3 work days x 47 volunteers x 3.5 hrs @ \$26.87 = 13,260.35	
Mar. 2022	Plant Restoration and maintenance	Volunteer Work Days	51	4 work days x 51 volunteers x 3.5 hrs @ \$26.87 = \$19,185.18	
Apr. 2022		Nursery Fundraiser			\$ 5,000.00
Apr. 2022	Plant Restoration and maintenance	Volunteer Work Days	60	5 work days x 60 volunteers x 3.5 hrs @ \$26.87 = \$28,213.50	
May 2022	Plant Restoration and maintenance	Volunteer Work Days	22	4 work days x 22 volunteers x 3.5 hrs @ \$26.87 = \$8,275.96	
Jun 2022	Plant Restoration and maintenance	Volunteer Work Days	3	5 work days x 3 volunteers x 3.5 hrs @ \$26.87 = \$1,410.68	
Jan. 2022 - Jun. 2022	Plant Restoration and maintenance	Bill Cullum	1	208 hrs. X \$20/hr. = \$4,160	

Jan. 2022 - Jun. 2022	Plant Restoration and maintenance	Peter Van Dyke	1	208 hrs. X \$47.25/hr. = \$9,828	
Jan. 2022 - Jun. 2022	Plant Restoration and maintenance	Glenn Akamine	1	208 hrs. X \$20/hr. = \$4,160	
6/10/2022	Purchase zero-turn mower	Healy Foundation			\$ 15,183.24
Jul 2022	Plant Restoration and maintenance	Nursery Fundraiser			\$ 8,682.57
Jul 2022	Plant Restoration and maintenance	Volunteer Work Days	27	4 work days x 27 volunteers x 3.5 hrs @ \$26.87 = \$10,156.86	
Aug 2022	Plant Restoration and maintenance	Volunteer Work Days	2	4 work days x 2 volunteers x 3.5 hrs @ \$26.87 = \$752.36	
Sept 2022	Plant Restoration and maintenance	Volunteer Work Days	27	5 work days x 27 volunteers x 3.5 hrs @ \$26.87 = \$12,696.08	
Oct 2022	Plant Restoration and maintenance	Volunteer Work Days	18	3 work days x 18 volunteers x 3.5 hrs @ \$26.87 = \$5,078.43	
Nov 2022	Plant Restoration and maintenance	Volunteer Work Days	5	3 work days x 5 volunteers x 3.5 hrs @ \$26.87 = \$1,410.68	
Jul. 2022 - Dec. 2022	Plant Restoration and maintenance	Bill Cullum	1	208 hrs X \$20/hr = \$4,160	
Jul. 2022 - Dec 2022	Plant Restoration and maintenance	Peter Van Dyke	1	208 hrs X \$47.25/hr = \$9,828	
Jul. 2022 - Dec. 2022	Plant Restoration and maintenance	Glenn Akamine	1	208 hrs X \$20/hr = \$4,160	
Oct. / Nov. / Dec. 2022	Build Restoration - interior & exterior	Ken Melrose	1	130 hrs X \$60/hr = \$7,800	
Oct. / Nov. /	Building Restoration -	Randy Navin	1	200 hrs x \$20/hr	

Dec. 2022	interior & exterior			= \$4,000	
Jan. 2022 - Dec. 2022	Plant Restoration and maintenance	Stripe Donations			\$ 6,195.00
Nov 2022	Building Restoration materials	Ken Melrose	1		\$ 5,500.00
Jan. 2022 - Dec. 2022	Plant Restoration and maintenance	AGG Donations			\$ 24,228.85
Nov 2022	Plant Restoration and maintenance	Nursery Fundraiser			\$ 5,241.00
Jan. 2022 - Dec. 2022	Bookkeeping services	ECE Inc. (Carol)	1	298.75 hrs X \$25/hr = \$8,026.50	
Jan 2022 - Dec. 2022	Garden & board management	Administrative	14	3,700 hrs X \$46/hr = \$170,200	
Jan. 2022 - Dec. 2022	Garden & board management	Alan Rolph	1	590 hrs X \$47.98/hr = 28,308.20	
Jan. 2022 - Dec. 2022	Garden & board management	Patricia Todd	1	300 hrs X \$47.98/hr = \$14,394	
	GIS mapping	Terraformation	3	22 hrs x \$35/hr = \$770	
Oct. - Dec. 2022	Administrative assistance	Tone Lamkin		24.5 hrs X \$37.37/hr = \$915.81	
				\$ 383,940.71	\$ 70,030.66