

DA: November 6, 2023

TO: ADC Board of Directors, & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 11/6/23 – 11/13/2023

Key Accomplishments

- First presentation to Senate Ways & Means Committee
- New Accountant V is working nonstop on setting up new financial systems & creating SOPs, that interface with the statewide system in providing preliminary reports and information. She hit the ground running and has quickly become a key ADC contributor
- 90% of all land information is entered into the Yardi Property Management Software and the new Accountant IV is continuing to add additional information. She has used the system in a prior job & is a wonderful addition to the ADC team

Events/Conferences

- November 16, 2023 @ 9 a.m. ADC Board Meeting
- Mahalo Deputy Director Wicker for being in the audience and available to elaborate on the Food & Product Innovation Network
- Total EOIs Received: Oahu: 21 (where we have 65 acres remaining); Kauai: 7 (where we are releasing 3,036 acres); Big Island: 5 (where we currently do not have a footprint)

Legislative Update

- Senate: Emailed 100% of Senate & have met 50% f2f meetings
- House: Emailed 100% of House & have met 24/51 f2f meetings

Strategic Planning

- Staff & I are working with key stakeholders regarding the impacts from the recent budget cuts, and strategic next steps
- Board Member Tabata is attending and providing information on how ADC can support the Kauai Water Convening. The informal group is engaging with island-wide stakeholders in gathering information regarding water systems. The long-term goal is to create a strategic plan and budget for sustaining the water infrastructure island wide.
- Continuing Due Diligence with staff regarding a potential acquisition of a Kauai Reservoir
- Collecting information and working with staff to gather information for the Strategic Plan
- Conducting Due Diligence for Potential Feasibility Studies for the Future
- Refining Supplemental Budget Requests

Upcoming Events

- November
 - 11/16: ADC Board Meeting
- Strategic Initiatives:
 - Audit Report Response: **Target: 12/1/23**
 - Annual Report: **Target: 12/1/23**
 - Budget: **Due: 12/24/23 to Leg**
 - Risk Management: **Ongoing**

PORTFOLIO (35 Projects currently)

- ***Starting this week, I will begin describing in more detail our Large/High Priority Projects***
 - Acquisition of Wahiawa Dam, Reservoir & Ditch
 - Current Status: Meeting bi-weekly with consultants to conduct due diligence (irrigation data review, and planning field work assessments)
 - Key Benchmarks: FY24/Q4- Complete ditch assessment; FY25/Q4-Complete Phase II, FY26/Q4- Complete Acquisition
 - Due Diligence: Joint with HCOA & DLNR
 - Food & Product Innovation Network (FPINs)
 - Current Status: Waiting for Funds to be encumbered, meeting monthly with UH Community Design Center (UHCDC) to define the Memorandum of Agreement & Actively identifying possible projects/Locations.
 - Key Benchmarks: FY24Q2-Select design consultant & execute contract; FYQ3- UHCDC complete phase 1 of study; FY24Q4- Encumber all funds remaining phases & design consultant; FYQ2- Complete designs for portions of network; request funds for construction in 2026; FY26Q2- pending funds, contractor selection to construct portions of the network.
 - Wahiawa R-1 Wastewater
 - Current Status: Waiting for Funding not released (\$1.62M + \$2M); On hold pending statewide revenue review; Informed consultant to hold off on any costs beyond current contract
 - Key Benchmarks: FY25Q2 Complete plans and design for Phase 2&3, Request Construction Funds; FY26Q4 Construction Completed
 - Feed Mill
 - Current Status: Met with Management Team; Presentation 11/24 ADC BOD
 - Key Benchmarks: May need support (DLNR, HDOA) on permits; 4/2024 equipment assembly; FY25Q4 Complete full build out

Land

- Current Status:
 - Total: 22,801 acres (16,663 farmable)
 - 10,999 Licensed
 - 2,483 Licenses in Process
 - **3,181 ALL Vacant Acres released 10/5/23:** 65 Whitmore; 160 Kalepa; 2,950 Kekaha
- Kauai Projects:
 - Engineering for Kekaha Bridge & Interior Road Improvements
 - Planning and design for Kekaha Bridge & Road Improvements
 - Christian Crossing Bridge Improvements
- Oahu Projects:
 - Management:
 - Develop design-build scope of work for agricultural infrastructure improvements.
 - Security Camera Installation
 - Steel security guard container
 - Maintenance:
 - Preparing a site assessment/cleanup in Poamoho
 - Roving security guard patrol

Water

- Kauai Water Projects:
 - Management:
 - Quality Management of O&M Work @ Pacific Missile Range Facility
 - Purchase of hydroelectric turbine, generator and controls
 - Water Quality Management & Best Management Practices
 - Site Safety Inspection on work crews performing under U.S. Navy Contract
 - Water sampling, testing & discharge monitoring.
 - Professional services relating to the Purchase Power Agreement with Kauai Island Utility
 - Plans & design for Kekaha Ditch Irrigation System Modification
 - Maintenance:
 - Kawaiele Pump Station
 - Applying for field work permits
 - Drainage system maintenance plan
 - Drainage system maintenance/planning
 - Plan & Design for Christian Crossing Bridge Repairs
 - Engineering for Christian Crossing Bridge Repairs
 - Menehune Ditch Improvements

- Oahu Water Projects:
 - Management:
 - Construction of 15MG reservoir, transmission line and new intake for Waiahole Water System
 - Plan & Design for the Waiahole Water System Improvements
 - Engineering for the Waiahole Water System Improvements
 - Plan & design for the Wahiawa Reclaimed Water Irrigation System
 - Maintenance:
 - Drainage
 - Scheduled maintenance of the Bott Well Pump Station & GAL irrigation system
 - Assessment of Wahiawa Ditch Irrigation System

Value-Add

- Kauai:
 - identified opportunities.
- Oahu:
 - Purchase equipment & construct a feed mill.
 - Proof of concept study for Central Oahu Food & Agriculture Hub
- Big Island:
 - Cooperative R&D for papaya research

Administrative Efficiency

- Working to establish the new Quick Books system effectively beginning with current FY.
- Implementation of Property Management Software System- Intern will work with Lyle to finish adding data and begin sample reports.

PROMOTIONS

- 30TH Anniversary in 1994
- Events: Pineapple Festival, Farm Fair