

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