

DA: 9.16.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 9/9/24 – 9/13/2024

### **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)
- Extending an offer to Accountant IV Candidate
- Waimea Watershed Agreement meetings to determine next steps
- Review of draft NPDES permit
- Working on strategy for WaterSMART Grant Submission
- Land application PIG preparation
- Reconciliation of 2019-2023 is complete, still working on 2024 which will be incorporated into the starting balances within Yardi. Invoices will go out via QB due to the glitch with the software, hopefully October will be Yardi invoice launch- it is best to be precise than must adjust after the fact
- Working with staff on creating a FY26 budget which includes FY24 actuals
- Continuing to work on a long-range CIP plan
- Continuing to work on ADC Operating Budget with a focus on professional development for current ADC Staff- our people are our greatest resource
- Met with HIR Team: drafted script for October event. Gave an updated pitch to HIR and will refine based upon feedback.
- Ongoing project management for HPP and Central Oahu Food Hub
- Based on questions for ADC Strategic Plan RFP through OPSD, the RFP was pulled to amend the scope to fit the budget and will be reissued eta tbd shortly
- Following up regarding LOI for Oahu parcels and next steps for PSAs
- Military Partnership:
  - Working to schedule a face-to-face meeting for a quarterly review
  - Ongoing Operation & Maintenance of pumps review
  - \$19.7M Federal Grant Application decision 9/24- unfortunately we were not awarded this, but have scheduled a Review Meeting to learn how to make the application stronger for next year

- PR Update
  - Reviewed draft from interview with Hawaii Food & Wine magazine
  - PR Release regarding ADC's work with the Wahiawa Houseless was sent
  - 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, Maui
- 10/16-18, 2024 (Final Pitches): Oahu, Hawaii Investment Ready Cohort 6 Dates
- 10/28-30: HFBF Annual Convention
- 11/7 & 11/8. Hawaii Ag Summit @ the Convention Center
  - ADC Working Session on Strategic Plan Input from the Ag Industry
- 11/21-23: Cattlemen's Council Meeting

### Upcoming Events:

- 9/16: Wahiawa Irrigation System Update meeting
- 9/17: Leg Proposal Meeting, R1 Water Meeting
- 9/18: WAM projects meeting update
- 9/18: Energy Efficiency Meeting
- 9/19: ADC BOD Meeting Virtual- Please block 3 hours
- 9/20: Meeting re WaterSMART Grant application to fund a backup well for the Waiahole and Galbraith farmers
- 10/7: Drought Grant due
- 10/11: Legacy Land Application Due
- 10/17 or 10/24: **Possible Reschedule** ADC BOD Meeting Virtual; HIR Presentation happening on Oahu
- 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