

DA: 9.16.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 9/16/24 – 9/20/2024

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- working with UHDC
 - 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)
- Actively working with PMRF on contracted work and associated billing
- Mahalo for a VERY productive ADC BOD Meeting
- Drafting justification for current CIP and future CIPs
- Mahalo for all the time, energy and effort the Land Application PIG is dedicating to insure we get farmers on the land very soon
- Met with State Energy Office regarding opportunities to work together- upcoming Department of Energy goals and grants
- Expressed interest in DLNR \$10M dam safety grant participation
- Met with entity doing greenhouse growing of food
- Working on Grant Application for WaterSMART Drought Resilience
- Staff is working to rent equipment for clearing at Waiahole areas that have not received routine maintenance in 7+ years
- Extending an offer to Accountant IV Candidate- still waiting on response
- Discussing Legislative Proposals with DBEDT
- Draft MOAs with AG's office for HODOE Kauai & Oahu for review
- Waimea Watershed Agreement meetings to determine next steps
- Review of draft NPDES permit submitted
- Working on strategy for WaterSMART Grant Submission
- Land application PIG preparation and
- 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- which will be easier moving forward; trying to add estimates and prioritize

- 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 PR Firm regarding October ED Board Presentation
- 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
- Working with Oahu Property Manager regarding Community Questions
- Military Partnership:
 - Working to schedule a face-to-face meeting for a quarterly review
 - Ongoing Operation & Maintenance of pumps review
- PR Update
 - PR Release regarding ADC's work with the Wahiawa Houseless was sent- Lead story on Spectrum
 - 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
- 10/6-8: Regional Kitchen, Tacoma, WA
- 10/16-18, 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
- 11/21-23: Cattlemen's Council Meeting

Upcoming Events:

- 9/23: Wahiawa Irrigation System Update meeting; SEO Sites
- 9/24: Governor's Awards
- 9/25: WAM projects meeting update, FPIN update; Strategic Planning for Waiahole, Tuahine Aquaculture meeting
- 9/26: Land PIG Oahu Farm applicant tour
- 9/27: Land PIG Kauai Farm applicant tour; SPO170 meeting
- 9/30. Ag-Tourism panel at the HI Tourism Conference
- 10/1: Internal meeting for WaterSMART Drought Response grant; WIS monthly progress meeting; CWRM meeting
- 10/3: DCIP Debrief on Grant
- 10/4: WaterSMART Grant Due
- 10/11: Legacy Land Application Due
- 10/24: 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