

Da: September 29, 2025

To: ADC Board of Directors & Attorney General's Office

From: Wendy Gady, Executive Director, Agribusiness Development Corporation (ADC)

Subject: Weekly Report on Strategic Objectives (September 22, 2025 – September 26, 2025)

ADC: 2023 Strategic Goals:

Increase Agricultural Productivity Land Acquisition & Development

Irrigation System Development & Maintenance

Improve Components of the Food System

Current Week Highlights:

Strategic Milestones

- OIP Training for ADC Staff & updating BMPs
- Filing of contested case for NPDES Permit
- Attached you will find a quarterly progress report on ED goals and objectives

Focus

- BOD: Supporting Chair on Agenda development and finalizing submittals for October 16 ADC BOD meeting on Maui
- PR: September newsletter; set Marketing Communications Standing Committee Meeting
- CIP: Adjust HPP RFP for posting; Justifications for future CIP requests
- Oahu: Working with DOE on Centralized Kitchen license
- Kauai: Awarding bid for NPDES managing report due 10/1; Completing outstanding billing for PMRF pump operation & maintenance- ADC is no longer under contract for this work; finalizing RFP for replacement pumps
- Strategic Plan: Scheduling Strategic Planning PIG meeting
- Administrative: Report for Deputy Director on License Revenue Projections; Budget Draft to Chair for FY27 & 5-year CIP; Preparing financial reporting for Annual Report
- **Capacity Building:**
 - Next steps with Accountant IV candidates
 - Recruitment for Commodity Coordinator
 - Completing internal paperwork for posting/interviewing Oahu Property Manager position
 - Refining/discussing Position Descriptions with Staff Members, performance evaluations & professional growth planning

Upcoming Conferences/Events:

- September 25: ADC BOD Special Meeting for Permitted Interaction Group report from Denver visit
- September 26: OIP Training for staff, interviews with Accountant IV candidates
- October 1: ADC Administration Committee Meeting; Leg Session Prep, Staff Meeting
- October 2: Farm to School Grant discussion
- October 3: DLNR, DAB, ADC Wahiawa Irrigation Acquisition Update
- October 6: Meeting with Representative Perusso
- October 10: Hilo Meetings
- October 15: Farmer meetings Maui
- October 16: ADC BOD Meeting on Maui & hybrid option- Topics to include Strategic Planning PIG Report presentation
- October 24-25: Hawaii Tropical Fruit Growers Conference (I will be OOO- Out Of Office)
- October 31: Due Date for OPSD & UH CDC ADC Strategic Plan Update Report
- November 2 - 6: Yardi Rapid Implementation on site on Oahu
- November 20: ADC BOD Meeting on Big Island & Hybrid- Topics to include discussion/vote on ADC Strategic Plan Update
- December 18: ADC BOD Meeting on virtual
- January-May ADC BOD Meetings will be virtual