

AGRIBUSINESS DEVELOPMENT CORPORATION

Minutes of the Board of Directors Meeting held Virtually on March 21, 2024

Via Zoom Teleconference and/or In-Person at 235 S. Beretania St., Suite 205, Honolulu, HI 96813

Pursuant to section 92-3.7, Hawaii Revised Statutes (HRS), this meeting was held remotely with Board members, Staff, Applicants, and the Public participating via Zoom meeting venue, and an In-Person meeting location available for public participation at the State of Hawai'i, Leiopapa A Kamehameha, State Office Tower Building, 235 S. Beretania St., Suite 205, Honolulu, HI 96813.

Members Present, virtually:

Warren Watanabe, Member-At-Large (Chair)
Jesse Cooke, City and County of Honolulu Member (Mr. Cooke)
Glenn Hong, Member-At-Large (Mr. Hong)
Sharon Hurd, HDOA, Ex-Officio Member (Ms. Hurd)
Jason Okuhama, Member-At-Large (Mr. Okuhama)
Karen Seddon, Member-At-Large (Ms. Seddon)
Lyle Tabata, Kauai County Member, Vice-Chair, (Mr. Tabata)
Jayson Watts, Maui County Member (Mr. Watts)
Dane Wicker, Designated Representative for DBEDT Ex-Officio Member James Tokioka (Mr. Wicker) (Mr. Wicker left the meeting at 11:56 A.M.)

Members Excused:

Ryan Kanaka'ole, Designated Representative for DLNR Ex-Officio Member Ms. Dawn Chang (Mr. Kanaka'ole)

Counsel Present, virtually:

Delanie Prescott-Tate, Deputy Attorney General (Ms. Prescott-Tate)

Staff Present, virtually:

Wendy L. Gady, Executive Director (Ms. Gady)
Mark Takemoto, Executive Assistant (Mr. Takemoto)
Ken Nakamoto, Project Manager (Mr. Nakamoto)
Lyle Roe, Asset Manager (Mr. Roe)
Roger Clemente, Property Manager
Ingrid Hisatake, Executive Secretary

Guests Present, virtually:

Brian Miyamoto, Hawaii Farm Bureau (Mr. Miyamoto)
Cotaguro
Earl Yamamoto
Jadine Urasaki, Department of Education (Ms. Urasaki)
Joshua Uehara, Kekaha Agriculture Association
Mapuana O'Sullivan
Mark Suiso, President of Hawaii Tropical Fruit Growers (Mr. Suiso)
Mary Alice Evans, Office of Planning and Sustainable Development (Ms. Evans)
Rae Gee
Ryan Roylo, Deputy Attorney General
Thomas Heaton

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Guests Present, physical location:

None.

A. Call to Order

Chair called the meeting to order at 9:07A.M.

Chair conducted a roll call of the Board. Chair called the name of each board member and asked them to acknowledge their presence and state who if anyone over the age of eighteen was present in the room with them. Chair stated that the roll call served as a roll call vote, and for each subsequent vote, he would ask if there were any objections. If there were no objections the motion would be approved on the same basis as the roll call.

Roll call: Chair, Mr. Cooke, Mr. Hong, Ms. Hurd, Mr. Okuhama, Ms. Seddon, Mr. Tabata, Mr. Watts, and Mr. Wicker acknowledged their presence with no other individuals in the room with them.

B. Approval of Minutes

1. Executive Session Minutes, November 16, 2023

Chair called for a motion to approve the November 16, 2023 executive session minutes.

Motion to approve: Mr. Wicker; Second: Ms. Hurd.

Chair asked if there was any presentation from staff. There was none.

Chair asked if anyone from the public wished to give testimony. There was none.

Chair asked for Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion to approve the November 16, 2023, executive session minutes was approved: 9-0.

2. Regular Session Minutes, January 18, 2024

Chair called for a motion to approve the January 18, 2024 regular session minutes.

Motion to approve: Mr. Wicker; Second: Mr. Okuhama.

Chair asked if there was any presentation from staff. There was none.

Chair asked if anyone from the public wished to give testimony. There was none.

Chair asked for Board discussion. There was none.

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Chair called for the vote. Hearing no objections the motion to approve the January 18, 2024, regular session minutes was approved: 9-0.

3. Executive Session Minutes, January 18, 2024

Chair called for a motion to approve the January 18, 2024 executive session minutes.

Motion to approve: Mr. Okuhama; Second: Ms. Seddon.

Chair asked if there was any presentation from staff. There was none.

Chair asked if anyone from the public wished to give testimony. There was none.

Chair asked for Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion to approve the January 18, 2024, executive session minutes was approved: 9-0.

4. Regular Session Minutes, February 15, 2024

Chair called for a motion to approve the February 15, 2024 regular session minutes.

Motion to approve: Mr. Cooke; Second: Mr. Wicker.

Chair asked if there was any presentation from staff. There was none.

Chair asked if anyone from the public wished to give testimony. There was none.

Chair asked for Board discussion. Chair and Ms. Hurd noted that they were not present at the February 15, 2024 regular session and would abstain from voting.

Chair conducted a roll call vote: Mr. Cooke, Mr. Hong, Mr. Okuhama, Ms. Seddon, Mr. Tabata, Mr. Watts, and Mr. Wicker voted to approve the January 18, 2024 regular session minutes. Chair and Ms. Hurd abstained. Motion approved: 7 in favor, 2 abstained.

C. Chairperson's Report

1. None

Committee Reports

D. 1. Administration Committee Meeting, March 7, 2024

Mr. Tabata, chair of the Administration Committee, reported that the committee worked to approve the draft application form presented by Mr. Roe. The new application form was approved, and the committee authorized making it available for the public. Mr. Tabata asked if there were any questions. There were none.

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E. Action Items

- 1. Request to refer Lease Agreement No. LE-K1201, assigned to the Hawaii Department of Education, to the Department of the Attorney General for enforcement action, Kekaha, County of Kauai, State of Hawaii, TMK (4) 1-2-002:001 (por.)**

Chair called for a motion to approve.

Motion to approve: Mr. Tabata; Second: Ms. Seddon.

Chair asked if there was any presentation from staff.

Mr. Roe stated that the staff submittal laid out the background. On March 10, 2023 the lease agreement with Beck's Hybrid for the ten-acre plot in Kekaha that has a building, office space, etc., was assigned to the State of Hawaii Department of Education (HDOE). The HDOE Assistant Superintendent made a presentation at the meeting when the Board approved the lease assignment with rent. Since that assignment ADC has billed HDOE and sent emails and other requests about the nonpayment, but ADC has received no rent, or even a response from HDOE. ADC sent a notice of violation by certified mail, which is part of our pre-default process to give tenants an opportunity to correct something before it goes into default. HDOE was given a thirty day window to take advantage of that pre-default period, which has expired. Staff is asking the Board to refer this to the Department of the Attorney General for enforcement action.

Chair asked if anyone from the public wished to give testimony and called on Ms. Urasaki.

Ms. Urasaki identified herself as the Public Works Administrator for HDOE and asked to defer this matter for sixty days. Ms. Urasaki noted that the previous assistant superintendent was no longer with HDOE and she was new to the job. She requested time to locate all of the documentation associated with the assumed lease.

Chair asked if anyone else from the public wished to give testimony. There was none.

Chair asked for Board discussion.

Mr. Watts asked about the unauthorized sublease referenced in the submittal.

Mr. Roe stated the HDOE had executed a facilities agreement with KAA [Kekaha Agriculture Association], which is the functional equivalent of a sublease. This agreement required Board approval, which was never sought, and never given.

Mr. Watts asked if ADC had notified KAA.

Mr. Roe said KAA is aware, but any corrective action properly goes through HDOE.

Mr. Wicker stated that HDOE was able to get the funds to acquire the facility through the legislature. The legislature is in discussions with HDOE to have this facility returned

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back to ADC, but we need to discuss more. There's going to be a benefit to ADC by receiving a nice facility at little to no cost. I think we need to further weigh out the options before taking action on this.

Ms. Hurd asked what the Board was approving, a request from Ms. Urasaki for sixty days to respond?

Mr. Wicker stated he would put in a motion to delay this for thirty or sixty days until we can figure out what's happening around this facility and the future for ADC on this building. There's talk in the legislature about it being a food innovation facility for ADC. I would make a motion to delay this until the next or future Board meeting.

Ms. Prescott-Tate suggested withdrawing the first motion on the floor, which would be the motion to approve by Mr. Tabata and seconded by Ms. Seddon.

Mr. Tabata withdrew his motion to approve.

Ms. Seddon withdrew her second to the motion to approve.

Mr. Hong asked if staff could weigh in on the potential motion to give HDOE more time to respond.

Ms. Gady suggested a thirty day timetable recognizing that Ms. Urasaki is new to the situation. ADC has been trying to resolve this matter for twelve months. Is there something that HDOE could send to ADC in regard to alternative plans? Or is this something the legislature can determine?

Mr. Wicker said it is the Board's decision. The legislature visited the site a couple of months ago regarding the specifics. There are a lot of moving pieces that the legislature is still entertaining. There's talk about potential innovation facility or making it a processing facility. This should properly be agendized at a later date. Looking at the invoices, it's not a substantial amount. He suggested pausing this to figure out what is the pathway in the future of this facility.

Ms. Gady also wanted HDOE and the Board to recognize that the facility sits inside of the ADC microgrid. ADC is able to provide electricity to the facility only if it is an agribusiness. ADC does not want to jeopardize the relationship with the PUC [Public Utilities Commission] or any of the other agricultural producers that are currently on this microgrid. Staff would suggest a thirty day break and then revisit this at the next meeting.

Mr. Watts supported a thirty day extension and asked that HDOE respond to ADC's letter making the request to delay in writing. It is unfortunate that HDOE failed to respond to every single request made by ADC.

[At 9:26 A.M. Ms. Hurd called for a point of order stating that she believed Mr. Okuhama's name was inadvertently omitted during the initial roll-call. The Board recognized that Mr. Okuhama had been present since the start of the meeting and his vote was included in every vote taken thus far.]

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Mr. Wicker made a motion for a thirty day extension of time for HDOE to respond to the default and that HDOE submit a written request for extension to ADC explaining the reasons what HDOE needs thirty more days to respond.

Mr. Hong seconded the motion.

There was no further Board discussion.

Chair called for the vote. Hearing no objections the motion was approved: 9-0.

2. Request for approval to enter into a memorandum of understanding between ADC and the Hawaii Foreign Trade Zone to encourage, support, and facilitate planning, implementation, and scaling related activities

Chair called for a motion to approve.

Motion to approve: Mr. Wicker; Second: Mr. Tabata.

Chair asked if there was any presentation by staff.

Mr. Roe said this is just a formalized arrangement for ADC and the Hawaii foreign trade zone (FTZ) to discuss ways to do what we're terming agribusiness efficiencies; ways that we can work with the FTZ to assist our farmers with imports and reducing costs for them to import items to the islands.

Ms. Gady added that it's important to build relationships within DBEDT [Department of Business, Economic Development and Tourism], and by having an MOU [Memorandum of Understanding] with a sister agency, which is the FTZ, it opens a lot of opportunities to bring in automated equipment and new technology that comes in from foreign countries, having a place to put it so they don't have to take on the additional tax burden as they check to see how the technology can offset the labor costs. It's a huge relief to our farmers as we start to develop our value-add and export side pursuant to our statute. It provides an opportunity to bring in unique packaging, unique methodologies, and to work more closely with sister agencies. Ms. Gady asked Mr. Wicker if he had more to add.

Mr. Wicker added for those of you that may not be familiar with the FTZ, it is a core program within DBEDT. There are several trade zones across the State. The main one is here at the main pier in Honolulu. It's a big warehouse. Our businesses lease space and when you're importing bulk products from overseas you only pay the duties and tariffs on what you actually take out and put into production. So you're basically deferring taxes and duties for a certain time that leaves more money in your pocket to take care of other operational expenses. Long term, there's an opportunity as ADC grows and expands, not only on the farming side, but the commercial side that ADC can designate the FTZ on all of that, and working with the FTZ administration that would bring a foreign trades in close proximity to the farmers, to the manufacturers. It's not just ordering in their packaging, but also equipment. This could be a huge benefit further down the road, when

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we start to designate a FTZ in our own area. Mr. Wicker asked for the Board's consideration and support.

Chair asked if anyone from the public wished to give testimony. There was none.

Mr. Cooke asked if he could get more information on the Ag Tech Hub mentioned on page two of the MOU.

Ms. Gady said she believed it came from the legislature in prior years for funding. At this point in time it is not currently funded. Maybe that's something that we will revisit if there is a way ADC and FTZ could mutually benefit by looking at other funding sources. There's nothing imperative on the table that we need to take action on. It's something for future funding requests.

Mr. Watts declared a potential conflict noting that a couple of years ago he was appointed by the Secretary of Commerce to the Hawaii Pacific Export Council that works closely with FTZ.

Ms. Prescott-Tate stated that Mr. Watts's position on the Hawaii Pacific Export Council did not present a conflict of interest at this point in time.

Chair asked if there was any further Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion was approved: 9-0.

3. Request for approval to issue a right of entry agreement to Hawaii Department of Land and Natural Resources, Division of Forestry and Wildlife for the purpose [of providing] access through the Kalepa property to access a project site; Kalepa, County of Kauai, State of Hawaii, TMK (4) 3-9-002:001, (4) 4-2-001:003

Chair called for a motion to approve.

Motion to approve: Ms. Hurd; Second: Mr. Okuhama.

Chair asked if there was any presentation by staff.

Mr. Roe stated that this request was from the DLNR's [Department of Land and Natural Resources] department of forestry and wildlife (DOFAW). They have a construction project at Queensland Crossing, which is sort of at the top if you refer to the map on page 84 of the submittal package. The map identifies the location relative to ADC property. Access through ADC property significantly cuts down on travel time by DOFAW and their contractors. ADC is inclined to authorize this. There are two different routes; Routes A and B. ADC is still working with a couple of tenants on Route B, which is a path that would go through a couple of tenant properties that we're working to see if we can get permission. I should note that Kalepa Coalition is not exactly supportive of allowing access through the property. I don't see anyone from Kalepa Coalition in attendance, but staff feels that in this limited case it's appropriate because it's a State project and it saves taxpayer funds. DOFAW has agreed to repair any damage to the road

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that occurs from their or their contractors use of the common element road. I think there's a representative from DOFAW in attendance if the Board has any questions.

Ms. Gady added that the right-of-entry is exclusive to DOFAW staff and the construction company doing the work. This does not allow hunters access through the ADC lands, and we all have to be extra mindful of the issues with agricultural theft. This is subject to DOFAW being a good neighbor.

Chair asked if anyone from the public wished to give testimony. There was none.

Chair asked if there was any Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion was approved: 9-0.

4. Request for approval to issue a Letter of Authorization to Hawaii Drilling & Pump Service on behalf of the City & County of Honolulu, Board of Water Supply, to access Reservoir 225 for purposes of a 96-hour continuous pump test for an adjacent well and property at Kunia, City & County of Honolulu, State of Hawaii, TMK (1) 9-4-003:001 (por.)

Chair called for a motion to approve.

Motion to approve: Mr. Wicker; Second: Mr. Tabata.

Chair asked if there was any presentation by staff.

Mr. Nakamoto said this was just a straightforward request from the contractor for the BWS [Board of Water Supply] who will be drilling three wells. If you look on page 95 of your submittal package it shows the map where they will be discharging into the Waiahole Ditch and I'm available for any questions.

Chair asked if anyone from the public wished to give testimony. There was none.

Chair asked if there was any Board discussion.

Mr. Tabata asked if the discharge was going into the reservoir or into the ditch.

Mr. Nakamoto responded into the ditch. The water will be stored in the reservoirs for agricultural purposes.

Mr. Tabata observed that the ditch was flowing into the reservoir and if you get turbid water, you don't want that going to the farmers.

Mr. Nakamoto responded, correct. Before the intake of reservoir 225, the contractor is going to run a long hose from their three well sites into the ditch. Plus we're requiring the contractor to test the water prior to discharging into the ditch.

Mr. Wicker asked if this was an additional source of water for irrigation for the Kunia farmers.

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Mr. Nakamoto said no, it's for BWS. Hawaii Drilling and Pump was contracted by BWS to drill three wells in proximity to the Waiahole Ditch. It is not designated for agriculture. It's more for residential drinking water.

Mr. Tabata clarified that when they are testing the wells, they cannot discharge the water anywhere. It has to be captured.

Chair asked if there was any Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion was approved: 9-0.

5. Request for approval to enter into a memorandum of understanding between the Agribusiness Development Corporation and the Hawaii Tropical Fruit Growers Association to encourage, support, and facilitate planning, implementation, and scaling related activities

Chair called for a motion to approve.

Motion to approve: Mr. Tabata; Second: Mr. Wicker.

Chair asked for presentation by staff.

Mr. Roe said this is like the previous MOU with FTZ. This is just a formalized structure to enter into discussions with the Hawaii Tropical Fruit Growers Association, looking to assist them and them to assist us in developing a particular segment of the agricultural market.

Mr. Watts asked if this was something ADC normally does. Do we have something like this with the Hawaii Farm Bureau and other critical components of the industry?

Ms. Gady replied that she believes this has not been done much in the past, but as we move forward in adding some robustness to the strategic plan and the strategic planning process, by having these MOU's in place it allows us to carry out some of the strategies and objectives by using partners like the Hawaii Tropical Fruit Growers or FTZ, and further develop our statutes in terms of growing more local food and developing exports. The Hawaii Tropical Fruit Growers has a membership base of over 2,200 growers across the State. That's significant access. As a non-profit they would be a great strategic partner for writing grants that would benefit fruit growers across the State. We can have a faster impact in terms of scaling up our fruit production. I believe there is someone from the Hawaii Tropical Fruit Growers available to answer any questions.

Mr. Watts said he didn't have any questions, just concern about whether it is a good idea to single out one organization to enter into formal agreements. We should look at making sure we have a plan for other organizations like the way Farm Bureau does it; just something to think about.

Chair asked if anyone from the public wished to provide testimony and called on Mr. Suiso to testify.

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Mr. Suiso stated that he is the president of Hawaii Tropical Fruit Growers, and they were trying to find ways to collaborate with different organizations in the agricultural community. It's not easy to get collaboration so the idea of developing these formal arrangements was at the Executive Director's suggestion. It helps form a better collaboration. At one time Ulupono put in a big effort, looking at what needed to be done to advance our agricultural community and that was one of the conclusions they came to. There are a lot of fractured organizations and we all talk about collaboration, but we're not doing a really good job of that. So this might formalize or solidify our working relationships with everybody. It's an experiment on collaboration and it's sorely needed. I appreciate your question, but the point is we need to set up better relationships with everybody throughout our ag community and this might be a format to do that by moving beyond the talking stage. We're willing to try it. And what it amounts to we won't know until we start getting our hands dirty.

Chair asked if Mr. Miyamoto had any thoughts on this.

Mr. Miyamoto explained that as the executive director for the Hawaii Farm Bureau (HFB) they have a relationship with Hawaii Tropical Fruit Growers. As the largest general agricultural organization, HFB believes that the more collaboration and partnerships we have, the better it is for agriculture. The Board should consider engaging with other commodity organizations, not just the HFB, but there's the Hawaii Farmers Union Council, the Hawaii Cattleman's Council. Working with the HFB, like HDOA [Hawaii Department of Agriculture], does have expansive reach. It's a way to connect with these other groups who feel, maybe, that their voice is not heard. We do have a representation across commodities because we are a general agricultural organization versus the Hawaii Tropical Fruit Growers, who focuses on tropical fruits. If the Board is going to proceed with the MOU, they may want to consider other commodity groups who may feel left out.

Ms. Hurd added that HDOA has been collaborating for years with the commodity groups. HDOA has put together the list of associations and updates and circulates it every year. One of the benefits of MOA's [Memorandum of Agreement] or in this case MOU's is ADC is big on feasibility studies and I applaud that. It's a really good idea to do a feasibility study. And when the feasibility study concludes that this land is perfect for orchard tree crops, and you have this MOA in place, you can collaborate with someone like Mr. Suiso and ask could you let your members know that we have this parcel, due to water and sun soil, it's probably good for this type of crop. Same with Mr. Miyamoto, a feasibility study shows this parcel may be good for Asian vegetables, then Mr. Miyamoto can approach his membership. I think it's a good idea to do these MOA's.

Mr. Watts said he's not opposed to formalizing these relationships. There are all these different groups that can be partners with the ADC family.

Ms. Gady said ADC will be assertive in reaching out to some of the other partners mentioned.

Hearing no further testimony or Board discussion, Chair called for the vote. Hearing no objections the motion was approved: 9-0.

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6. Assignment of scopes of investigation to the permitted interaction groups on land, water, and agricultural efficiencies which were established at the Board of Directors meeting on February 15, 2024

Chair stated that on February 15th, 2024, three permitted interaction groups were created to provide information for ADC's Strategic plan. The Office of Planning and Sustainable Development (OPSD), through former ADC Board member, Mary Alice Evans, agreed to prepare ADC's Strategic plan, and will be giving an update on the progress during the informational portion of this meeting. These three permitted interaction groups were created to allow the Board to provide input for the strategic plan. Ms. Seddon and Mr. Hong were assigned to the land group. Mr. Tabata, and Mr. Kanaka'ole were assigned to the water group, to be renamed the Distribution Management Group covering water infrastructure and electrical systems; and Mr. Wicker and Mr. Cooke were assigned to the Agribusiness Efficiencies Group. I did read the minutes and there was some discussion about the assignments. Does the Board want to provide any input? There was none.

Chair asked if there was anyone from the public who wished to provide testimony. There was none.

Mr. Wicker asked if Chair would consider being part of the Agribusiness Efficiencies Group since there were only two members.

Chair agreed to serve on the Agribusiness Efficiencies Group with Mr. Wicker and Mr. Cooke.

Ms. Gady asked if Chair could serve on all the permitted interaction committees.

Ms. Prescott-Tate said yes he could, but he was not required to.

Chair asked what was the maximum number of Board members that were allowed to be on a permitted interaction committee.

Ms. Prescott-Tate stated that it has to be less than a quorum so you can have up to five members.

Mr. Tabata noted that at the last meeting several Board members wanted to volunteer for certain groups.

Ms. Prescott-Tate stated since the committees have not being given their tasks yet, the initial committees can be dissolved and reformed today. Chair has the authority to appoint the members so it would be up to the Chair.

Mr. Hong stated that he wouldn't mind serving on other committees but that he was off-island for two weeks in April and getting reports done by May 16th would be a problem.

Mr. Tabata and Mr. Watts suggested that the committees have more than two members.

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Ms. Gady suggested that the Efficiency Group could be more value-add focused and could include packing, processing, food and product innovation networks, and warehousing.

Ms. Hurd said that value-add could be anything that you do to a raw product. Whether you refrigerate it, slice it, package it, process it. The federal government calls it resilient food infrastructure. Basically they define it as middle of the supply chain. To make it easily understood, anything between the farm and the consumer is value add. If you start to segment it to refrigeration, packaging, process, it's all value-add.

Mr. Cooke said thinking of the work load here, there are a lot of facilities that ADC has in development. Each one might have a different strategy. If we're thinking of getting this done in a month, what support are the Board members going to get to get this done so quickly? Getting this done in a month would be very difficult.

Ms. Gady said ADC staff is here to support the Board. Maybe the deadline should be extended.

Mr. Okuhama said he would volunteer on whatever committee needs more Board members.

Chair thanked the Board Members for volunteering to help and dissolved and reformed the three permitted interaction groups as follows:

Land Group: Ms. Seddon, Mr. Hong, Mr. Okuhama.

Distribution Management Group (Water Systems & Electrical Systems): Mr. Tabata, Mr. Kanaka'ole, Ms. Hurd, and Mr. Hong to the extent possible.

Agribusiness Efficiency Group (including value-add): Mr. Wicker, Mr. Cooke, Mr. Okuhama, Mr. Watts, and Chair.

Chair stated that the groups were to investigate and report back to the full board on information to be incorporated into the Agribusiness Plan as required by HRS section 163D-5, which establishes the goals, objectives, policies, and priority guidelines for ADC's development strategy. The information collected should be geared toward objectives and outcomes that include metrics, timeframes, budget expectations, and annual performance goals and measures that will allow ADC to be evaluated annually. The groups may consider beneficiaries, customers, problems, unique value propositions, competitive edge, key activities/solutions, channels, impact metrics, key resources, partners and key stakeholders, cost structure, surplus, and financial stability. These items are further explained on page 101 of the agenda submittals. The groups shall prepare a written report for presentation to the board that contains recommendations for inclusion in the ADC strategic plan. Report presentation that was tentatively scheduled for our May 16th meeting, shall be rescheduled for the June 20th meeting.

- 7. Request for approval to establish a permitted interaction group of the Board of Directors for the purpose of conducting the annual performance review of the executive director; appointment of members thereto**

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Chair called for a motion to approve.

Motion to Approve: Mr. Wicker; Second: Ms. Hurd.

Chair asked if there was any staff presentation. There was none.

Chair asked if there was anyone from the public who wished to give testimony. There was none.

Chair called for Board discussion.

Mr. Watts asked if the Board was establishing a standing committee on our bylaws that was actually designed to take up issues like this or are we just gonna do another permitted interaction committee.

Chair replied that it was just the Executive Director Evaluation Investigative Group.

Mr. Watts said that he thought it was unfair to do a performance evaluation of the current Executive Director because when she was hired the Board did not give her specific goals to work on. Now we're coming up short of a year and the Board never really sat down and counseled her on what was expected.

Ms. Prescott-Tate explained that the Board was complying with the statutory requirement, HRS section 163D-3(e) that was made part of the ADC statute in 2022.

Mr. Okuhama said that was true, but if we don't set goals and objectives for the year, how do we evaluate them on performance. What criteria are you going to base the evaluation on?

Chair stated that when the prior executive director unexpectedly passed away, the Board had just conducted an evaluation and given goals to be accomplished during the next fiscal year. These goals were passed on to the Acting Executive Director Mr. Takemoto, who passed them on to the current Executive Director.

Chair asked if there was any further Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion was approved: 9-0. Chair appointed Ms. Seddon, Mr. Hong, and Ms. Hurd to the executive director evaluation committee.

Mr. Hong stated that he would not have time to serve on the executive director evaluation committee.

Mr. Wicker volunteered to be on the executive director evaluation committee.

Ms. Prescott-Tate noted that due to Mr. Wicker's supervisory capacity for personnel matters under DBEDT this may present a conflict and asked that any DBEDT approval of

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Mr. Wicker's decision-making on employment and salary matters be done by Mr. Tokioka, just to avoid the appearance of impropriety.

Mr. Watts asked what the scope of this groups review was. Are they to provide a recommendation to the Board, and then the Board will review and accept or not accept.

Chair replied that was correct. Chair asked if there were any more volunteers. Hearing no response, Chair appointed Ms. Seddon, Ms. Hurd and Mr. Wicker to the permitted interaction group to conduct the annual performance evaluation of the executive director. Chair directed the committee to document the evaluation, prepare a list of annual goals and performance measures, indicate whether or not the executive director shall be retained, and whether or not a salary increase is warranted. The committee shall complete a report for presentation to the board no later than the June 20, 2024 Board meeting.

Mr. Watts again expressed his concern that the Board did not develop and document annual goals and performance measures for the executive director. He felt that the Board was only complying with one part of the law by conducting the annual evaluation but had an issue with evaluating the Executive Director without ever giving her annual goals for performance.

Ms. Prescott-Tate suggested that Ms. Gady speak about how she made herself aware of the goals that were given to the previous executive director.

Ms. Gady said that she took direction from the former Acting Executive Director who shared the Board's goals for the executive director with her.

Chair asked if Mr. Takemoto could comment.

Mr. Takemoto said that when Ms. Gady was hired, the staff actually worked with her on all the goals that were provided to the previous executive director by the review committee. The staff shared those goals with Ms. Gady and we believe those goals still make sense.

Chair reiterated that tasks to be accomplished by the permitted interaction group. The members of the permitted interaction group are to perform the FY 2023-2024 annual performance evaluation of the executive director. The committee members shall interview the executive director and may interview current and former ADC employees. The committee shall document the evaluation, prepare a list of annual goals and performance measures, indicate whether or not the executive director shall be retained, and whether or not a salary increase is warranted. The committee shall complete the report for presentation to the Board no later than the June 20th, 2024 board meeting

8. Request for after-the-fact approval to renew Revocable Permit No. S-7299 issued to Senter Petroleum, Inc. for 0.5 acres in Kekaha, County of Kauai, State of Hawaii, TMK (4) 1-2-002:001 (por.) for fuel storage, sales, and dispensing purposes

Chair called for a motion to approve.

Motion to Approve: Mr. Wicker; Second: Mr. Okuhama.

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Chair asked for staff presentation.

Mr. Roe said staff missed the annual renewal for the last period, so this is an after-the-fact request. Senter petroleum has a half-acre lot near the carpenter shop in Kekaha. There are four storage tanks, all gasoline storage right now. They store and sell fuel for the community and the local agricultural businesses there. During our environmental consultant's yearly BMP [Best Management Practices] inspections, they made a number of recommendations about the property, which are listed under remarks and discussion. ADC has approached Senter and told them that next year's approval is contingent upon them taking care of these issues. This is a DLNR holdover permit and Senter has expressed an interest in a longer term license, but there doesn't seem to be an easy way towards that without them addressing the BMP issues. This request is for the last period up until June 11, 2024. We're in discussions with them about addressing these issues.

Chair asked if there was anyone from the public who wished to give testimony. There was none.

Chair called for Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion was approved: 9-0.

- 9. Request for approval to rescind prior Board approvals of November 28, 2018, which (a) approved a land agreement between ADC and Kauai Island Utility Cooperative for solar panels, and (b) approved material terms of a power purchase agreement between Kekaha Agriculture Association and Kauai Island Utility Cooperative**

Chair called for a motion to approve.

Motion to Approve: Mr. Tabata; Second: Mr. Wicker.

Chair asked for staff presentation.

Mr. Roe said this is a fairly straightforward request to a fairly complicated project regarding the West Kauai Energy Project that the Kauai Island Utility Cooperative (KIUC) was going to be developing with AES. The flow through hydro portion of the project was terminated due to legal challenges from EarthJustice. The elimination of that portion of the project effectively eliminated the benefit to ADC, which was described as an average of 11 million gallons of water a day for agricultural use by ADC tenants. KIUC and AES are currently in discussions about what, if anything, some future project may look like. ADC has not heard anything about their future plans. The purpose of this request is to terminate the prior agreements, which are no longer valid, because the project scope has changed so drastically.

Chair asked if there was anyone from the public who wished to give testimony. There was none.

Chair called for Board discussion.

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Mr. Tabata asked if KIUC has requested to withdraw the PV [photo voltaic] portion of the project also.

Mr. Roe explained that KIUC did not. ADC has asked for clarification from them on what the future nature of their project will be, but they claim to still be in discussions about that. What's effectively terminated right now, are the licenses for the Kokee Ditch and the Mana Reservoir. Because ADC is not going to receive the benefit from the 11 million gallons of ag water a day, the entire calculation has changed. This request is to rescind the prior board approval. Mr. Roe pointed out that the amendment to the solar agreement, which was meant to amend the power purchase agreement between KAA and KIUC, was never executed. We just have these approvals for the solar panels at frankly a ridiculous rate, and ADC has an approved power purchase agreement that was never executed. Those approvals are just sitting out there. Staff feels that it's important to rescind these approvals to be able to start fresh. ADC is not saying the deal is dead. We're just saying that the entire project needs to be revisited.

Chair asked if there was any further Board discussion. There was none.

Chair called for the vote. Hearing no objections the motion was approved: 9-0.

Chair stated that **Action Item 10** will be discussed in an executive meeting closed to the public pursuant to HRS sections 92-4 and 92-5(a)(4), to allow the Board to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities. We will take Agenda Item F, Informational Items 1 to 3 now then move into Executive Session.

F. Informational Items

1. Update by Mary Alice Evans, Director, Office of Planning and Sustainable Development, regarding the status of ADC's strategic planning

Chair called on Ms. Evans for her presentation.

Ms. Evans provided an update on the procurement executed between ADC and OPSD. Before moving to her PowerPoint presentation Ms. Evans gave a brief history of the project explaining that the former executive director asked OPSD to enter into a MOA because he was having difficulty finding a qualified vendor to fulfill HRS section 163D-5 statutory requirement for ADC to create an agribusiness plan every five years. The funds were appropriated by the legislature to ADC in 2022 in the amount of \$100,000. In 2023 ADC and OPSD entered into a MOA to update the Hawaii Agribusiness Development Plan for \$90,000.00. When the new Executive Director came on board it was confirmed that the MOA was to continue. Ms. Evans pointed out that should the work specified in the MOA be terminated the funds would lapse to the general fund. They would not go back to ADC because this was an operating budget appropriation in 2022. When Ms. Evans first discussed this with the former executive director, she was in the Office of Planning's Special Plans Branch as its Branch Chief and thought she could personally work on this project. But since then she has been made the Interim Director of OPSD, and the Special Plans Branch has been fully occupied with economic recovery work for Covid and the Maui wildfires. So OPSD is gonna procure a vendor, and approach this in

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three phases. The first phase is to request proposals to prepare a work plan that would include an outline of the plan components, list of stakeholders, and a timeline for the proposed work. A responsible vendor has applied. Once all the requirements of the public procurement process have been completed we will go ahead and execute the phase one contract. The phase two portion will work on stakeholder engagement through workshops, interviews, site visits, surveys, and working closely with the Board through its three permitted interaction groups, and then the full board. Phase three will integrate the results of phase one and phase two. Information gathering and structuring will result in a draft plan. The Board will have final say on how that looks. Knowing that the permitted interaction groups are to report to the Board at the June 20th meeting, OPSD will be working closely with the selected vendor to incorporate the permitted interaction group's reports and then there will be additional work in July and August. In September a draft plan will be submitted to the Board for comments and suggestions. Then changes will be made as directed. [PowerPoint presentation attached.]

Chair asked if anyone from the public wished to give testimony. There was none.

Chair called for Board discussion.

Mr. Watts asked who the vendor was going to be.

Ms. Evans replied that the procurement process was ongoing. OPSD has received proposals from qualified, responsive, and responsible vendors. But, the process hasn't been completed.

Mr. Watts asked whether the vendor would be doing the majority of the work or would the vendor be assisting OPSD.

Ms. Evans said the vendor would be doing the majority of the work, but the vendor will work closely with ADC and the Board.

Mr. Watts continued saying that he was trying to take inventory of the role and the scope of the Board's responsibilities, and he was concerned because on one hand, it is the Board's responsibility to do this, but the previous executive director said he couldn't find somebody to do the job, and then ADC gave the money to OPSD and then you found somebody. So I just worry about stuff like that.

Mr. Cooke responded saying that the amount of funding to do this plan, with ADC having so much land and other assets in different counties, was somewhat low. When the Maui Department of Agriculture did their strategic plan, they set aside a quarter of a million dollars. How are the permitted interaction groups gonna sync up with the vendor and make sure we're not duplicating efforts. Are the groups going to be consulted about these strategies and how are the groups gonna get the information they need. It sounds like the vendor will be getting the information the groups will need to do their reports. It seems this could have been planned better.

Ms. Evans stated that Mr. Cooke's comments were certainly relevant. OPSD is trying to stretch the money they have. Forming the permitted interaction groups was a strategy

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coming from the Board. A lot of the information needed is actually already with the ADC staff. They will be the data source.

Mr. Wicker asked if the procurement process aligned with the June date. Will there be enough time to process the information?

Ms. Evans explained that phase one was being conducted as a small purchase with written quotes. This is consistent with the procurement code. There is a possibility that a government entity could finish phase two. There are a couple of choices. As long as it's consistent with the public procurement code we'll work with that.

Mr. Watts offered a comment about using government agencies, which often do enforcement. When trying to get people's opinions and insight, a lot of them are not always open to talking to government because they fear exposure to enforcement action. Using a vendor does improve government's ability to get raw information from the market.

Chair asked if there was any further Board discussion. Hearing none, Chair thanked Ms. Evans for her presentation.

2. Presentation by Brian Miyamoto, Executive Director, Hawaii Farm Bureau, regarding the 2024 Farm Fair.

Mr. Miyamoto introduced himself as the executive director of HFB and noted that he did send his PowerPoint presentation regarding the annual State Farm Fair, which is seeking a new permanent site. [PowerPoint presentation attached.] The State Farm Fair started in 1962 to raise public awareness of Hawaii's agricultural and ranching industries. It has been held at various places like Aloha Stadium, Bishop Museum, and for the past nine years at Kualoa Ranch. It is now a two day event scheduled in July 2024. E K Fernandez will not be doing rides and games. This is not a carnival. This is a true agricultural fair; a fun, family oriented educational event that engages residents and visitors alike. HFB partners with HDOA and Hawaii 4-H, FFA, and many others contribute. The actual footprint for the fairgrounds is around four acres and parking about eight acres. We contract with HPD special duty officers to do traffic control, and contract with Elite Parking to handle the parking. We've been working with UHCDC [University of Hawaii Community Design Center] to identify some potential sites for the farm fair on ADC land. There are three potential sites. Our preference would be the site that has minimal impact to the residents of Whitmore. We wanna minimize the impact to the community, but we also wanna engage with the community. Whitmore has a rich history of agriculture. The presentation to the neighborhood board went really well. The vision would be possibly having this as a permanent fairgrounds. We were looking at possibly partnering with one of the food-and-wine events if we're able to get a full-time, permanent site in Whitmore. There are many other events that could be held on the property if we could develop this site into a permanent fairgrounds. It is already March, and the fair is in July. We ask that the Board consider the Farm Bureau hosting the State Farm Fair on ADC land in Whitmore.

Chair thanked Mr. Miyamoto and asked this there were any questions from the Board. There was none.

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Chair asked if there was anyone from the public who wished to give testimony. There was none.

3. Executive Director’s Report regarding . . .

Chair moved on to the executive director’s report and noted that the Executive Directors report was inadvertently omitted from the agenda and the submittal so there will be no report today, but the public was encouraged to visit the ADC website under “Reports” to see the Executive Director’s weekly reports.

Executive Session:

Chair stated that HRS section 92-4, allows the board to hold an executive meeting closed to the public. Pursuant to HRS section 92-4, the Board will be discussing Action Item 10 to allow the Board to confer with its attorney pursuant to HRS section 92-5(a)(4). Before going into executive session, Chair asked if there was any public testimony on Action Item 10, which was:

- 10. Discussion and action on the November 17, 2023 letter from Senator Donovan Dela Cruz asking the ADC Board to waive attorney-client privilege with regards to the August 8, 2023 executive session minutes relating to the candidate interviews, discussion of executive director salary, and board selection of executive director, continued from January 18, 2024 and February 15, 2024 board meetings.**

There was no public testimony.

Chair called for a motion to go into executive session.

Motion by Mr. Tabata; Second by Mr. Okuhama.

Chair asked if there was any Board discussion. There was none.

Chair asked if there was any public testimony regarding the decision to go into executive session. There was none.

Chair conducted a roll-call vote:

Chair:	Yes.
Mr. Cooke:	Yes.
Mr. Hong:	Yes.
Ms. Hurd:	Yes.
Mr. Okuhama:	Yes.
Ms. Seddon:	Yes.
Mr. Tabata:	Yes.
Mr. Watts:	No.
Mr. Wicker:	Yes.

The motion passed with 8 members voting “Yes” [Chair, Mr. Cooke, Mr. Hong, Ms. Hurd, Mr. Okuhama, Ms. Seddon, Mr. Tabata, Mr. Wicker] and 1 member voting “No” [Mr. Watts].

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Chair announced that the public meeting was in recess, subject to reconvening at the conclusion of the Executive Session.

Exited the public meeting at 11:40 A.M.

Public session reconvened at 12:16 P.M.

Chair stated that the Board was back in public session and pursuant to Act 19, codified as HRS section 92-4(b) (2023), the following action was taken by the Board in executive session. Regarding Action Item 10, the Board discussed Senator Dela Cruz’s request to waive the Board’s attorney-client privilege in regard to the August 8, 2023 executive session minutes relating to the candidate interviews, discussion of executive director salary, and board selection of executive director. Based upon this discussion in executive session, Chair called for a motion to grant Senator Dela Cruz’s request to waive Attorney-Client privilege.

Motion by Mr. Tabata; Second by Ms. Seddon.

Chair asked if anyone from the public wished to provide testimony. There was none.

Chair asked if there was any Board discussion. There was none.

Chair conducted a roll-call vote:

Chair:	No.
Mr. Cooke:	Abstained.
Mr. Hong:	No.
Ms. Hurd:	No.
Mr. Okuhama:	No.
Ms. Seddon:	No.
Mr. Tabata:	No.
Mr. Watts:	Yes.

The motion was denied. 6 members voted “No” [Chair, Mr. Hong, Ms. Hurd, Mr. Okuhama, Ms. Seddon, Mr. Tabata], 1 member voted “Yes” [Mr. Watts], and 1 member abstained [Mr. Cooke]. [Mr. Wicker did not vote as he left the meeting during the executive session at 11:56 A.M.]

G. Adjourn

Having no further business before the Board, Chair called for a motion to adjourn.

Motion to adjourn: Ms. Hurd; Second by Ms. Seddon.

Chair called for the vote. Hearing no objections the motion was approved: 8-0.

The meeting was adjourned at 12:23 P.M.

ADC's Hawaii Agribusiness Strategic Plan

Presentation by

the Office of Planning and Sustainable Development

March 21, 2024

Chapter 163D-5 - - Hawaii Agribusiness Plan

- The 2022 Legislature appropriated \$100,000 to ADC to update the Hawaii Agribusiness Plan.
- In June 2023, ADC and OPSD entered into a Memorandum of Agreement to update the Hawaii Agribusiness Plan for \$90,000 (\$10,000 B&F restriction)
- In August 2023, Wendy Gady, Executive Director, confirmed that ADC wanted OPSD to carry out the MOA SOW.

Plan Development Tasks

- Inventory of all agricultural lands with adequate water on all islands, including Maui and Hawaii Island potential sites
- Inventory of available agricultural infrastructure, such as irrigations systems, drainage systems, processing facilities that are controlled by ADC, or are needed to support agricultural businesses.
- Strategies and actions that will promote the development of Hawaii's agricultural industries.

MOA Scope of Work

- Phase 1 – Work Plan
 - Outline of Plan Components
 - List of Stakeholders
 - Timeline of Proposed Work
- Phase 2 – Stakeholder Engagement Round 1
 - Facilitate Workshops, Interviews, Site Visits, and Surveys
 - Consultation with ADC Board and ADC Staff throughout planning for stakeholder engagement
- Phase 3 – Plan Development/Stakeholder Engagement Round 2

Key Deliverables and Timeline

- Mar 30: Literature review, stakeholder mapping
- April 30: Board Charette, Surveys sent out
- May 16: Board Training
- June 15: Stakeholder Interviews and Survey results analyzed
- July XX: Oahu Board Meeting Progress Report
- Aug XX: Kauai Board Meeting Progress Report
- Sept XX: Draft Plan submitted to ADC Board



HAWAII STATE FARM FAIR

WAHIAWĀ - WHITMORE VILLAGE
NEIGHBORHOOD BOARD NO. 26

March 18, 2024



OVERVIEW

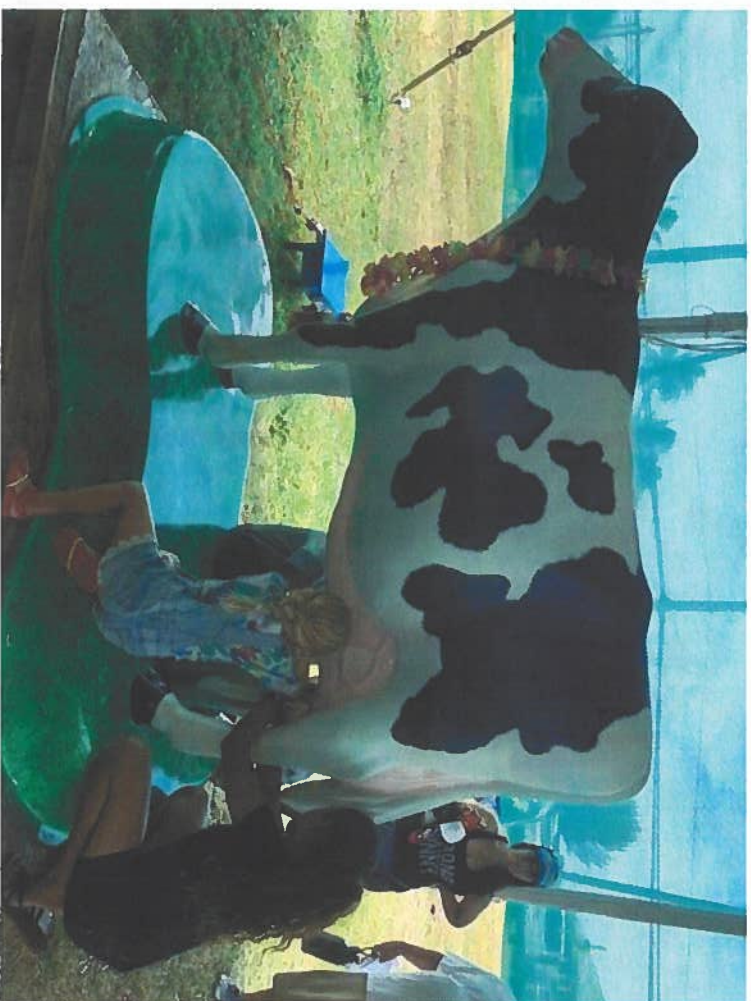
- Started in 1962 to promote public awareness of Hawai‘i’s agricultural and ranching industries.
- Held at McKinley, Aloha Stadium, Kapolei and Bishop Museum, and Kualoa Ranch (past 9 years). It is one of the most important vehicles for promoting agriculture in our State.
- The Farm Fair is a fun, family-oriented educational event that engages residents and visitors alike in learning about Hawai‘i’s agricultural industries and promotes the diversity of Hawai‘i’s agricultural communities.
- The Farm Fair is a partnership with the 4-H and Hawai‘i Department of Agriculture.
- 2024 marks the Fair’s 59th anniversary. July 13-14, 2024



Keiki Farm Hands



Keiki Farm Hands



Plant Sale & Country Market



Plant Sale & Country Market



4-H Livestock Show



4-H Livestock Show



Buy Local It Matters: Exhibitor Tent



Buy Local It Matters: Exhibitor Tent

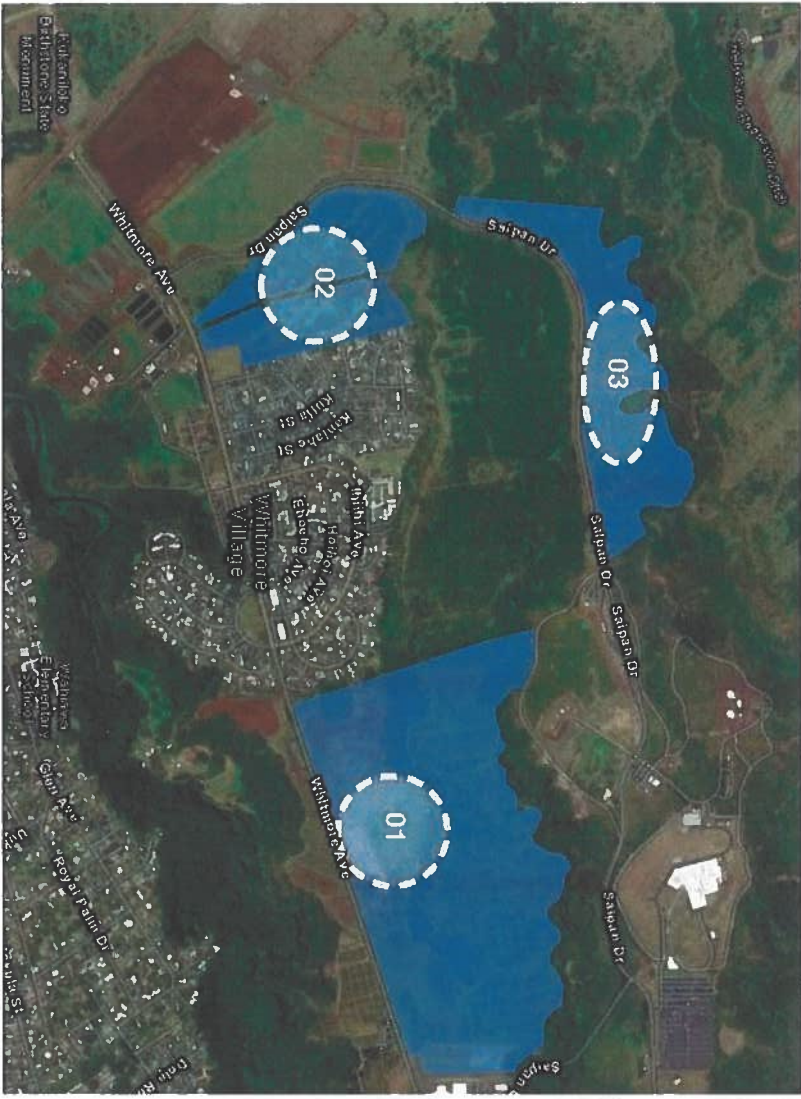


Local Food Booths



Farm Fair Field Days

Proposed Area Map for Discussion



Proposed Fairgrounds

- 01:** TMK 7-1-002:34
 - Existing OHV lease
 - ~15 acres within 180 acre parcel
- 02:** TMK 7-1-002:37 and TMK 7-1-002:44
 - ADC Vacant Parcels
 - ~25 acres within 30-acre parcel
- 03:** TMK 7-1-002:46
 - Existing OHV lease
 - ~40 acres within 100 acre parcel