

Approved Minutes
Conservation Easement Authority
2011

CLARKE COUNTY
Conservation Easement Authority
Minutes – 19 January 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 19 January 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith (arrived 4:20pm), J. Radford, R. Buckley, G. Ohrstrom, D. Weiss,
W. Thomas

Absent: P. Engel

Staff: A. Teetor

Call to Order : Alison Teetor, Clerk to the Easement Authority, called the meeting to order at 4:00 p.m.

Election of Chairman, Vice Chairman, and Treasurer

Ms. Teetor asked for nominations of Chairman to the Authority. Mr. Ohrstrom nominated Wingate Mackay-Smith for the position of Chairman for 2011. Ms. Radford seconded. Mr. Buckley requested the nominations be closed. The Authority voted unanimously to elect Wingate Mackay-Smith as Chairman of the Authority for 2011.

Ms. Teetor asked for nominations of Vice Chairman to the Authority. Mr. Weiss nominated Mr. Ohrstrom for the position of Vice Chairman of the Authority for 2011. Ms. Radford seconded. Mr. Buckley requested that the nominations be closed. The Authority voted unanimously to elect Mr. Ohrstrom as Vice Chairman of the Authority for 2011.

Ms. Teetor asked for nominations of Secretary/Treasurer to the Authority. Mr. Buckley nominated Ms. Radford for the position of Secretary/Treasurer for the Authority for 2011, Mr. Ohrstrom seconded. Mr. Weiss requested that the nominations be closed. The Authority voted unanimously to elect Ms. Radford as Secretary/Treasurer of the Authority for 2011.

Agenda On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Radford, seconded by Mr. Buckley, the Authority unanimously voted to approve the minutes.

Ms. Teetor reported that Ms. Walker Thomas has replaced Ms. McKelvy who resigned January 1.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$16,122.68 as of 31 December 2010. The Local Government Investment Pool (LGIP) account balance was \$20,407.93 as of 31 December 2010. On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority unanimously voted to approve payment of \$1,890 to Kate Petranec for her quarterly fee. Due to the large amount of end of year donations Ms. Teetor suggested transferring a portion of the Bank balance to the LGIP account. On motion by Mr. Buckley, seconded by Ms. Radford the Authority unanimously voted to approve transferring \$10,000 to the LGIP account.

Report on status of the Campaign for the Authority

Ms. Petranec reviewed the status report. She stated that the Authority currently has 265 active donors and that donation levels were on par with last year, which was good considering the current economy. Ms.

Petranech suggested that sub group of the Authority meet for a planning session to discuss the newsletter contents for the year and the format of the donor reception. Several dates will be proposed to see who can attend.

Easement Donation

Georgetown: Mr. Mitchell was in attendance to brief the Authority on the current status of the Georgetown University proposal. He stated that after the Board of Supervisors denied their request for a Special Use Permit, Georgetown had filed suit in Court to have the denial overturned. Subsequently a settlement with conditions was litigated between the parties. Part of the conditions includes placing the unimproved portion of the property in Conservation Easement and retiring 4 dwelling unit rights. Members discussed the proposal and expressed concern that the original request for easement had been denied due to the intensity of the development proposed for the Contemplative Center. Mr. Weiss explained that the Board had thought an easement a good idea in order to prevent Georgetown from expanding the facility beyond what is outlined in the amended conditions. After further discussion members agreed that Mr. Mitchell could move forward in preparing a Deed of Easement.

Ellis: A site visit was completed on January 10th, staff is requesting final approval on the application. On motion by Mr. Ohrstrom, seconded by Mr. Weiss the Authority unanimously voted to approve easement donation.

Easement Purchase

On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Ohrstrom, seconded by Mr. Weiss, the Authority unanimously approved reconvening in Open Session. Mr. Ohrstrom moved, seconded by Ms. Radford, to certify that to the best of the member's knowledge:

- (xxiii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (xxiv) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye	
Mr. Engel	Absent	Ms. Thomas	Aye	Mr. Buckley	Aye	Mr.
Ohrstrom	Aye					

On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority voted to preliminarily approve the following easement purchase applications, subject to funding availability, and authorized staff to prepare offer letters as indicated:

Martin Fleming, Tax Map# 16-((A))-36: applied for FRPP funds last year, withdrew application. The parcel is 68.27 acres located on the south side of Harry Byrd Highway (Route 7) approximately 3 miles east of Berryville. In reviewing the application 3 of the 4 criteria have been met. The parcel is larger than 40 acres, the Property Resource Score was 66.68, and the applicant has agreed to retire 2 of the 3 remaining DUR's. There are 2 existing homes on the property. The main house and several of the outbuildings are contributing structures in the proposed Chapel Rural Historic District, which is under review by the Department of Historic Resources for approval in 2012. The applicant has owned the farm for more than

30 years. The parcel has 1,200 feet of frontage on a primary highway, two sinkholes, and a 2-acre wetland area.

The parcels has 50% prime soils and therefore qualifies for FRPP funds, however the property resource score is lower than other farms being considered for FY10 and FY11 applications. Offer letter includes an option to apply for Farm and Ranchland Protection funds or DUR purchase offer of up to \$40,000 per DUR retired.

Fairfield Farm, Robin Greenhalgh, agent, Tax Map# 9-((3))-1B: The parcel is 35.87 acres with 4 exemptions and 2 remaining DUR's. The property resource score is 81.43. The applicant would retire at least one of the remaining DUR's. The parcel is within the Long Marsh Rural Historic District and has several contributing structures and is listed individually as a National Register property. There is a perennial stream and spring and the parcel fronts on Lord Fairfax Highway (Route 340), a primary highway. The property has been in the family for more than 50 years.

The parcel has less than 50% prime soils and therefore does not qualify for FRPP funds. Offer letter to include an option to apply for grant funds if they become available or DUR purchase offer of up to \$40,000 per DUR retired.

Jerry Boyles, Tax Map# 38-((A))-14: new application. The parcel is 10.35 acres located on the north side of Swift Shoals Road. In reviewing the parcel three of the four criteria have been met. The Property Resource Score is 68.71, the one remaining DUR would be extinguished, it is adjacent to existing easements, the parcels is under 40 acres in size. The parcel is within the Greenway Historic District and the existing house was built in 1897 and is a contributing structure. The DUR purchase offer is up to \$40,000 per DUR retired.

Play Garden Properties, LLC, Will Robinson, agent, Tax Map#'s 30-((A))-90 & 91: new application. The parcels are located on the southwest corner of Clay Hill and Tilthammer Mill Roads. The parcel is known as the Play Garden, long time home of Richard Plater. Since Mr. Plater's death, the family, consisting of 5 separate heirs has assumed ownership. The property consists of two parcels; 30-((A))-90 is 9.29 acres, has one existing house built in 1958, and 1 remaining DUR. Parcel 30-((A))-91 is 10.64 acres, with 2 existing dwellings, the main house built in 1910 and an 800 sq. ft. cottage. There are 2 remaining DUR's. The applicant has indicated they would like to retire 2 of the three remaining DUR's. The property resource score for 30-((A))-90 was 54.57 and 30-((A))-91 was 66.35. Principle conservation values include: frontage on the Shenandoah River, frontage on two scenic byways, Tilthammer Mill Road and Clay Hill Road. Parcel 30-((A))-91 has a contributing structure in the Greenway Rural Historic District. The parcel would qualify for a DUR purchase. The DUR purchase offer is up to \$40,000 per DUR retired.

Longwood, LP, Cary Embury, agent, Tax Map# 22-((A))-102: new application. The parcel belongs to the Harrison family and is located on the east side of Browntown Road between Browntown and Bishop Meade Roads approximately 1 mile north of Millwood. It has a property resource score of 65.8. The applicant would like to retain the exemptions and 2 DUR's, retiring two (2) DUR. It meets 3 of the 4 criteria established by the Easement Authority for donation – the parcel is over 40 acres, retiring 1 DUR, and scoring above 35. It is not adjacent to an existing easement. The parcel has 6/10s of a mile frontage on scenic byways, nearly 3,000 feet on Browntown Road, and an additional 280 feet on Bishop Meade Road. The parcel contains three structures that are greater than 50 years old. The Harrisons have owned the parcel for more than 50 years. Although not a scoring criteria, the farm has 78% prime, statewide, and locally

important agricultural soils. Offer letter includes an option to apply for Farm and Ranchland Protection funds or DUR purchase offer of up to \$40,000 per DUR retired.

Lawrence & Jane Wood, Tax Map#'s 24-((A))-34C & 34D: new application. There are two parcels for consideration. The properties are located on the west side of Lockes Mill Road approximately 1.4 miles east of the intersection of Parshall Road. The application includes Tax Map# 24-((A))-34D, 40.72 acres, with an existing house and no remaining DUR's. This parcel had a property resource score of 38.85. The second parcel is Morgan Island, Tax Map# 24-((A))-34C, 5 acres, and does have a DUR. The property resource score is 48.69. The applicants would like to retire the DUR on the island and place both properties in easement. The parcels front on the Shenandoah River. The DUR purchase offer is up to \$25,000 per DUR retired.

Harlan & Teresa Habben, Tax Map# 22-((A))-41: new application. The parcel is 20.04 acres and located on the south side of Briggs Road, off Lime Marl Lane, approximately ½ mile east of the intersection of Bishop Meade Road and Briggs Road. In reviewing the parcel, two of 4 criteria have been met. The Property Resource Score is 39.17; the one remaining DUR is being extinguished. The parcel is not adjacent to an existing easement and it is not larger than 40 acres in size. This property has a 6-acre pond that is fed by and part of Chapel Run. It is not in landuse, and is primarily open pasture. The DUR purchase offer is up to \$25,000 per DUR retired.

Arthur & Andrea Nuccio, Tax Map# 7-((A))-18: applied last year, declined offer. The parcels is 15.9 acres located on the south side of Harry Byrd Highway (Route 7) approximately 2 miles west of Berryville. The parcel as an existing pre-1980 house and 2 DUR's. The applicants would like to retire one of the remaining DUR's. The property resource score is 41.66. The parcel meets 2 of the 4 criteria, retiring a DUR and having a resource score over 35. It is not adjacent to an existing easement and is less than 40 acres. The DUR purchase offer is up to \$25,000 per DUR retired.

Karel Wennick, Tax Map#'s 30-((1))-11 & 12: new application. There are two parcels for consideration. The properties are located in Blue Ridge Downs subdivision on the east side of Kennel Road at the end of Burch Lane. Tax Map# 30-((1))-11 is 5.06 acres of vacant land with 1 DUR, the property resource score is 40.75. The parcel adjoins a conservation easement and the owner would like to retire the DUR and merge the parcel with his other property. Tax Map# 30-((A))-12 is 11.09 acres has an existing pre-1980 house and an extra DUR. The applicant would retire the remaining DUR. The property resource score for this property is 37.97. The properties meet the easement criteria by scoring over 35 and retiring a DUR. The smaller parcel is also adjacent to an existing easement. The DUR purchase offer is up to \$25,000 per DUR retired.

Arnold Rexroad, Tax Map# 16-((4))-13A: new application. The parcel is located on the east side of Auburn Road 3/10ths of a mile north of the intersection with Castleman Road. The parcel is 13.02 has an existing house which was built in 1997. The applicant would like to retire the remaining DUR. The property resource score is 39.14, the parcel is not over 40 acres and is not adjacent to an existing easement. The DUR purchase offer is up to \$25,000 per DUR retired.

Eric Arkfeld & Opequon Cattle Company: applied last year for grant consideration and withdrew. There are two parcels; 1-((A))-2, 200 acres with 6 remaining DUR's and the other 1-((A))-1, 153.98 acres with 5 remaining DURs. Both are located adjacent to one another and comprise the very northwest tip of the County. The parcels are located on the north side of Swimley Road and located approximately 1/2 mile north of the intersection with Old Charlestown Road (west side). The properties are vacant and used for

pasture and hay production. Parcel 1-((A))-2 has nearly a mile of frontage on the Opequon Creek an EPA designated impaired waterway. The property also contains a sinkhole and an endangered species. The applicant has agreed to retire 4 of the 6 remaining DURs. The Property Resource Score is 110.38. The second parcel, 1-((A))-1, also fronts the Opequon for approximately ½ mile. The applicant has agreed to retire 4 of the 5 remaining DUR's. The Property Resource Score is 70.49. Both parcels abut a portion of the Conservation Easement recorded by Richard Dimmel.

Funding options: The applicant would prefer a grant-funded purchase. Two state grant opportunities may be available this coming year. The Water Quality Improvement Fund or the Virginia Land Conservation Fund could both be used to cover 50% of the easement purchase expenses. An offer letter will be sent at a later time pending grant availability.

Discussion

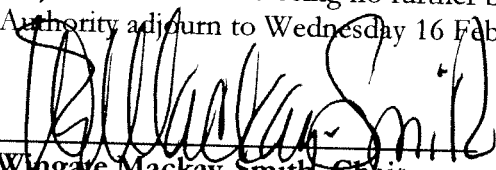
Priority Areas – VOF: Staff had prepared a map depicting different conservation overlays based on the Property Resource Score criteria. After reviewing the maps, staff suggested that the mountain area could be considered, as there are less grant opportunities available for forested properties. Having the area designated as a "Special Project Area" could help with future grant applications. Ms. Mackay-Smith recommended that the Authority request designation for the USGS defined groundwater recharge area. After discussion, members asked staff to see if two areas could be designated rather than just one.

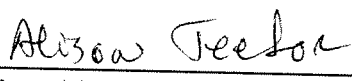
Verbage change, Income Criteria: Action postponed until the February meeting.

Open Forum Letter: Staff handed out the Winchester Star article and Open Forum letter rebutting the article for those who may not have seen it.

Budget: Ms. Teetor explained that Mr. Judge had requested a budget number for the Authority. She had provided a memorandum that summarized the current purchase requests that total over \$670,000. After discussion, members asked staff to find out why they were being asked to provide a budget number as this hadn't occurred in previous years. In addition, staff will try to determine if additional funding opportunities above the usual \$150,000 are available.

Adjournment There being no further business, Mr. Ohrstrom moved and Ms. Radford seconded that the Authority adjourn to Wednesday 16 February 2011 at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 23 February 2011

A regular meeting of the Conservation Easement Authority was held at 4:30 pm on Wednesday, 23 February 2011, in the C Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, G. Ohrstrom, D. Weiss, P. Engel

Absent: W. Thomas, R. Buckley

Staff: A. Teetor

Call to Order : Ms. Mackay-Smith called the meeting to order at 4:45 pm.

Agenda On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved the agenda.

Minutes On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes with corrections.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$17,477.03 as of 31 January 2011. The Local Government Investment Pool (LGIP) account balance was \$20,411.28 as of 31 January 2011. Ms. Teetor reported that \$10,000 has been transferred from the checking account to the LGIP account, but was not reflected in the bank statements from last month.

Report on status of the Campaign for the Authority

Ms. Petranec provided a recap of the newsletter subcommittee meeting January 31, 2011. The committee, consisting of Ms. Mackay-Smith, Ms. Radford, and Mr. Engel, discussed the editorial outline of the 2011 newsletters. In addition, the group discussed how to improve the Authority's public outreach efforts. The main ideas were to revamp the Authority's website, look at creating a traveling exhibit that could be used at various community events. Ms. Petranec suggested that the annual dinner meeting could include further discussion of these ideas. Mr. Weiss expressed concern that the dinner meeting, usually held at Ms. Petranec's house, could be considered an illegal meeting as members of the public might feel uncomfortable attending. Members suggested that staff talk to Mr. Mitchell to determine if the dinner meeting was acceptable. Ms. Radford suggested one addition to the winter newsletter could be a statement seeing if anyone would be interested in purchasing custom stamps from the Authority. The stamps are made online and could include the winning photos from the photo contest, which the Authority could sell as a fundraiser. Ms. Petranec stated she could include such a statement. Ms. Mackay-Smith stated she thought staff should send out easement maps to landowners with a letter encouraging them to place their land in easement either through purchase or donation. After discussion, members thought that 2 letters could be developed, one to those persons who had previously applied but never followed through, and another to landowners who had never expressed interest. Staff will work with Ms. Petranec to develop these letters.

Discussion

Priority Areas – VOF: At the January meeting, Authority members had discussed the option of requesting two "Special Project Areas", the mountain and the groundwater recharge area. Staff posed the question to VOF personnel and they responded that it would be acceptable. Ms. Teetor prepared a preliminary letter to be included in the nomination request. The letter outlines the conservation values of each area and describes why it should be considered for special recognition. Staff asked members to review the letter to see if anything else should be included. Ms. Teetor also reported that the Natural Heritage Division of the Department of Conservation and Recreation had been contacted to determine if any threatened or

endangered species or habitat were present in either area. A response is expected by late March. Members thought that the nomination request might be heard at the June VOF board meeting.

Verbage change, Income Criteria: Language on the Income Criteria form is proposed to be changed in order that references to appraised value be removed so that the form can be used for both appraised easements and DUR purchase easements. Members reviewed the proposed language. On motion of Mr. Engel, seconded by Mr. Ohrstrom, members approved the proposed changes subject to review by Mr. Mitchell. The motion was unanimously approved.

Easement Donation

McAtee: Charles McAtee has applied to the easement authority for approval of his parcel for easement donation. The parcels is described as follows:

County Tax Map# 16-((A))-36A	93.09 acres	1 DUR
16-((A))-36B	3 acres	1 DUR

There are 2 parcels in this application as indicated. They are located on the south side of Harry Byrd Highway (Route 7) approximately 3 miles east of Berryville. In reviewing the application for the 93-acre parcel, 3 of the 4 criteria have been met. The parcel is larger than 40 acres, the Property Resource Score was 51.86, and the parcel adjoins an existing easement. The 3-acre property does not qualify, as it only meets one of the required 3 criteria, as it does not qualify for landuse. The property resource score for this parcel is 43.62, it is less than 40 acres, is not adjacent to an existing easement, and no DUR is being retired. Both parcels are vacant. The applicant would like to place both in easement in order to divide the acreage between the parcels more equally. After discussion, Mr. Ohrstrom moved, seconded by Ms. Radford, to deny the request. The reason for the denial was that members did not want to provide an opportunity for enlarging the 3-acre lot.

Ellis: Staff reported that the draft Deed had been mailed to Mr. Ellis and no response has been received.

Ms. Radford left the meeting at 5:45 pm.

Easement Purchase

On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Ohrstrom, seconded by Mr. Weiss, the Authority unanimously approved reconvening in Open Session. Mr. Ohrstrom moved, seconded by Mr. Engel, to certify that to the best of the members' knowledge:

(xxi) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and

(xxii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Absent
Mr. Engel	Aye	Ms. Thomas	Absent	Mr. Buckley	Absent
				Mr. Ohrstrom	Aye

Staff reported that tax returns had been received from 3 applicants with several others indicating their intent to provide the necessary forms. In addition, another application had been received. Lawrence Buckner has applied to the easement authority for approval of an easement purchase. The parcel is located on the east side of Howellsville Road (Route 658) approximately ¾ miles south of Route 50. The parcel is long and

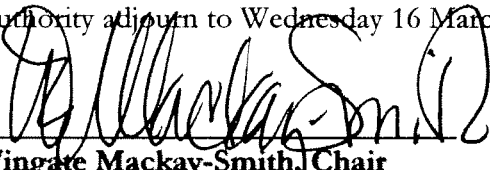
narrow, consisting of 15 acres of wooded vacant land with 2 remaining DURs. In reviewing the parcel 3 out of 4 criteria have been met. The parcel is adjacent to the Idlewild Easement. Both remaining DURs will be retired and the property resource score was 53.14. Approximately half of the property has slopes over 25% and Mr. Buckner has owned it since 1970. The parcel has 225 feet of frontage on Howellsville Road, a State Scenic Byway.

On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved scheduling site visits for properties owned by Mr. Wennick, Mr. Rexford, Mr. & Mrs. Wood, and the new application from Mr. Buckner. Staff will schedule the visits prior to the next meeting.

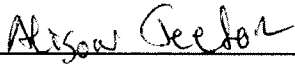
Other

Ms. Teetor reported she had been contacted by Ed Leonard, working on behalf of the monastery, to increase revenue at the Abbey. Mr. Leonard stated that the monks are interested in placing a "conservation cemetery" on a portion of the eased property. A conservation cemetery is one in which person are buried without coffins or embalming so that they decompose naturally. After discussion, members expressed concern that this type of activity would be considered commercial and not be allowed. Staff was directed to ask Mr. Mitchell his opinion on the use.

Adjournment There being no further business, Mr. Ohrstrom moved and Mr. Engel seconded that the Authority adjourn to Wednesday 16 March 2011 at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 16 March 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 16 March 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, G. Ohrstrom, D. Weiss, P. Engel, W. Thomas (arrived 4:10pm), R. Buckley (arrived 5:00pm)

Absent: No One

Staff: A. Teetor

Call to Order : Ms. Mackay-Smith called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Weiss, seconded by Ms. Radford, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes with corrections.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$18,113.07 as of 28 February 2011. The Local Government Investment Pool (LGIP) account balance was \$20,414.45 as of 28 February 2011. Ms. Teetor reported that \$10,000 has been transferred from the checking account to the LGIP account, but was not reflected in the bank statements from last month. On motion of Ms. Radford, seconded by Mr. Weiss, the Authority unanimously voted to approve payment of \$612.24 to Kate Petranech for expenses related to the thank-you letters, year-end follow-up, and the winter newsletter.

Report on status of the Campaign for the Authority

Ms. Petranech reported on the recent activities of the campaign. She reported that the winter newsletter was mailed to 280 donors and 35 additional persons per recommendations of Authority members. The spring newsletter must be completed by April 12th in order to be included in the June tax bills. The stories as suggested by the committee include one about a landowner who participated in the DUR purchase program, someone who has donated money to the Authority but who lives in Town and doesn't have land in easement, and a plug about the 6th annual donor reception. Ms. Petranech also updated the group on outreach activities that include the display board in the Government Center lobby. Ms. Radford shared the PEC newsletter with the group that contained some excellent graphics of the increase in conservation easements in the region by decade. Ms. Teetor shared an email she had received from Sylvia Wilson regarding the upcoming Garden Fair at Blandy. Members agreed that if it was not too expensive, the Authority could have a booth at the fair. Ms. Teetor will report back at the next meeting.

Discussion

Monastery Boundary Line Adjustment – Ms. Teetor updated the Authority on a request from the Monastery to complete a boundary line adjustment in order to swap out an area they would like to use for a conservation cemetery. After discussion members agreed that it would be a bad precedent to allow such an adjustment that would alter the original eased land so significantly.

Easement Purchase

On motion of Mr. Engel, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously approved reconvening in

Open Session. Mr. Ohrstrom moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:

- (xix) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (xx) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye	
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Aye	Mr.
Ohrstrom	Aye					

The following actions were taken subsequent to the Closed Session:

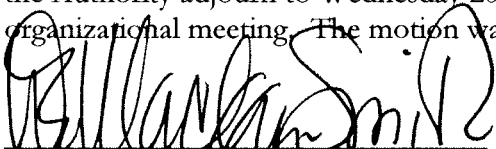
On motion of Ms. Radford, seconded by Ms. Mackay-Smith, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount \$20,000 on property owned by Jane & Lawrence Wood for the retirement of the one remaining DUR.


On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$20,000 for retirement of the one remaining DUR on property owned by Arnold Rexroad.

On motion of Mr. Engel, seconded by Mr. Buckley, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$40,000 for the retirement of 2 DURs on property owned by Karel Wennink.

On motion of Ms. Radford, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$40,000 for the retirement of 2 DURs on property owned by Lawrence Buckner.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Radford seconded that the Authority adjourn to Wednesday 20 April at 4:30 pm at Ms. Petranec's house for the annual organizational meeting. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 20 April 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 20 April 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, G. Ohrstrom, P. Engel, W. Thomas, R. Buckley

Absent: D. Weiss

Staff: A. Teetor

Call to Order : Ms. Mackay-Smith called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Buckley, seconded by Ms. Radford, the Authority unanimously approved the agenda.

Minutes On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to approve the minutes as submitted.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$8,046.58 as of 31 March 2011. The Local Government Investment Pool (LGIP) account balance was \$30,418.83 as of 31 March 2011. On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to approve payment of \$1,108.75 to Kate Petranec for expenses related to the stationery and the winter newsletter. In addition, members discussed Ms. Petranec's contract renewal. Mr. Ohrstrom stated that her efforts continue to bring significantly more funding in than those expended for her contract and recommended the Authority continue working with Ms. Petranec for another year. On motion of Mr. Buckley, seconded by Ms. Radford, the Authority unanimously voted to approve the contract renewal and approved the first quarterly payment of \$1,890.

Report on status of the Campaign for the Authority

Ms. Petranec wished to clarify that the stationery expense detailed above was for a two-year period. She then summarized the donation request responses. She stated that in her opinion the prospect mailings were not effective essentially costing more than is received in donation. The approach of referring friends and neighbors is anticipated to produce more donors. In general current donors are giving more, more often. The members discussed additional avenues for generating funds including planned giving and estate giving. All agreed that the upcoming discussion on Internet use with Meg Radford could give us a larger audience who might be willing to donate.

Discussion

Monitoring and Inspection Schedule - Ms. Teetor provided a proposed list of properties needing inspection in the packet. Each property was assigned to an Authority member. Page Mitchell has generously agreed to continue to set up the site visits.

Garden Fair – At the March meeting, members agreed to consider having a booth at the Blandy Garden Fair to provide public outreach. Don Looch, from PEC suggested that PEC could join in and share the booth. Staff contacted Donna Downing, the Fair coordinator, and determined that the booth would only cost \$25. Members agreed that this would be a good opportunity to get the Easement Authority's name and message out to a larger audience. Members agreed that it would be important to have a map of eased properties in the County. Also suggested was holding a raffle for one of the photos from the photo contest. Mr. Ohrstrom stated that PEC could raffle one of their conservation-oriented books. Staff will work out additional details with Ms. Petranec. The event is scheduled for May 6, 7 & 8th.

Easement Purchase

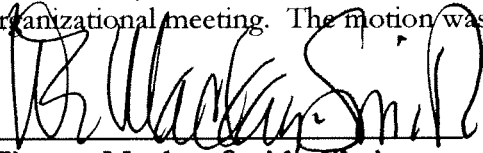
On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property.

On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved reconvening in Open Session. Mr. Ohrstrom moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:


- (xvii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (xviii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Absent	Ms. Radford	Aye	
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Aye	Mr.
Ohrstrom	Aye					

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Radford seconded that the Authority adjourn to Wednesday 27 April at 4:30 pm at Ms. Petranech's house for the annual organizational meeting. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Tector, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 27 April 2011

A special organizational meeting of the Conservation Easement Authority was held at 4:30 pm on Wednesday, 27 April 2011, at the home of Kate Petranech, 2208 Castleman Road Berryville, VA 22611.

Present: W. Mackay-Smith, J. Radford, W. Thomas, D. Weiss
Absent: R. Buckley, G. Ohrstrom, P. Engel
Staff: A. Teetor
Call to Order : Ms. Mackay-Smith called the meeting to order at 5:00 pm.

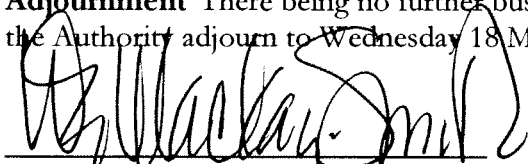
The purpose of the meeting was to meet with Meg Radford, Program Director for Active Media. Ms. Radford's company works with businesses and non-profits to maximize exposure using various internet media. Specifically she suggested the Authority develop a Facebook page and learn how blogging and Twitter can work to expand the Authorities outreach and fund raising efforts.

Ms. Radford started the discussion by outlining the goals that can be achieved by using social media. Specifically the Authority could cast a wider net to build a larger community that follows the Authority's activities, use it to educate the public about Land Conservation, and use it for fund raising.

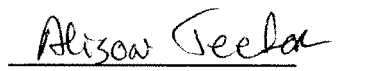
Members asked questions about the technical aspects of starting a facebook page and what sorts of time commitments would be required to be effective. Ms. Radford stated she would be happy to get the Authority started by setting up the facebook page and working with staff to explain the day-to-day mechanics. She also explained that the Authority could put as much or little time as they wanted and that it could be important to limit the amount of time to an hour or so a week just so it wasn't too consuming.

Authority members thanked Ms. Radford for her offer and agreed that it could be a new effective approach to increase public outreach. Staff will contact Ms. Radford next week to set up a time for training.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Radford seconded that the Authority adjourn to Wednesday 18 May at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the
Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 18 May 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 18 May 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith (arrived 4:30pm), J. Radford, P. Engel, W. Thomas, D. Weiss
Absent: R. Buckley, G. Ohrstrom
Staff: A. Teetor
Call to Order : Ms. Radford called the meeting to order at 4:10 pm.

Agenda On motion of Mr. Weiss, seconded by Ms. Thomas, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Engel, seconded by Ms. Radford, the Authority unanimously voted to approve the minutes with corrections.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,046.58 as of 30 April 2011. The Local Government Investment Pool (LGIP) account balance was \$30,423.11 as of 30 April 2011. On motion of Mr. Engel, seconded by Mr. Weiss, the Authority unanimously voted to approve payment of \$1,295.43 to Kate Petranech for expenses related to the Spring Newsletter and payment of \$64.44 to Alison Teetor for expenses related to the Garden Fair.

Report on status of the Campaign for the Authority

Ms. Petranech included a report in the packet summarizing the donations received to date, the Garden Fair, Facebook/Twitter, and June 17th donor reception. She stated that she felt the Garden Fair was successful in getting the Authority's name out in front of thousands of people. An emerging outreach tool is our venture in social networking via Facebook and Twitter. Meg Radford has been very helpful in working with staff to launch this new outreach effort. Finally, Ms. Petranech stated that the invitations to the Donor Reception will be mailed this weekend.

Ms. Mackay-Smith arrived (4:30pm)

Discussion

Garden Fair – In general members agreed that attending the Garden Fair was a positive experience. Ms. Teetor reported that the raffle netted \$156 to be split with the Piedmont Environmental Council. Ms. Teetor & Mr. Looock then picked the raffle winners. First pick was Tony Morelli of Stephens City, second pick was Kate Brown of Boyce.

Easement Application Criteria – Recent developments regarding VDACS funding requirements as they pertain to use value (land use) taxation have raised the question of whether the Easement Authority should consider revising the application evaluation criteria.

A memo describing the current criteria was included in the packet. Members discussed various options such as accepting applications only for parcels in landuse, or subtracting points from the Property Resource Score for those parcels not in landuse. Staff was directed to review past applications and scores to determine what impact subtracting points from the score of properties not in landuse would have on the parcels eligibility.

Easement Donation

Osborne/Brengle/Crocker - Agnes Brengle, Constance Crocker, and Isabelle Osborne are requesting the Easement Authority to consider acceptance of their property (Tax Map# 29-A-17) for easement donation. The parcel is 74.08 acres; 48.84 acres would be placed in easement retiring 2 DURs. The parcel is located behind Powhatan School, with access to Millwood Road (Rt. 723) just west of Millwood. The parcel is not in land use. The applicant intends to gift the eased property to Powhatan School such that the end result of the reconfiguration is as follows:

- 1) 46.8384 acres vacant land, with 2 DURs, to be placed in conservation easement retiring the 2 DURs.
- 2) A boundary line adjustment (BLA) with Powhatan School Tax Map# 29-((A))-16 to gift the school the 46.8384 acres with no DURs

On motion of Ms. Radford, seconded by Ms. Thomas, the Authority unanimously voted to accept the easement donation of Agnes Brengle, Constance Crocker, and Isabelle Osborne (Tax Map# 29-A-17).

Easement Purchase

On motion of Mr. Engel, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously approved reconvening in Open Session. Ms. Thomas moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:

- (xv) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (xvi) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Absent
	Absent			Mr. Ohrstrom	

The following actions were taken subsequent to the Closed Session:

On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously voted to give final approval for an easement purchase in the amount \$25,000 on property owned by Karel Wennink for the retirement of the two remaining DURs (Tax Map#'s 30-((1))-11 & 30-((1))-12).

On motion of Mr. Engel, seconded by Ms. Radford, the Authority unanimously voted to rescind the offer for an easement purchase for the retirement of 1 DUR on property owned by Lawrence Buckner (Tax Map# 38-((A))-55).

On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$20,000 for retirement of the one remaining DUR on property owned by Jerry Boyles (Tax Map# 38-((A))-14).

On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$10,000 for the retirement of the one remaining DUR on property owned by Harlan & Teresa Habben (Tax Map# 22-((A))-41).

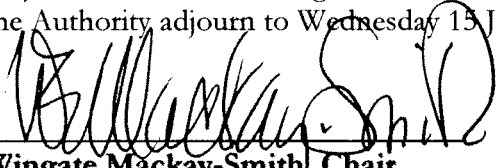
On motion of Ms. Radford, seconded by Ms. Thomas, the Authority unanimously voted to send an offer letter to Mr. James Gordon for an easement purchase in the amount up to of \$25,000 for the retirement of the one remaining DUR (Tax Map# 28-((1))-1).

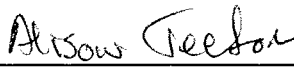
On motion of Mr. Engel, seconded by Ms. Thomas, the Authority voted (Ms. Radford – No) to send a letter to Mr. & Mrs. Lawrence Wood for an easement purchase in the amount of \$20,000 for the

retirement of the one remaining DUR (Tax Map# 24-((A))-34C & 24-((A))-34D) with the condition that the Woods pay for any required survey.

On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to authorize staff to apply for Virginia Land Conservation Fund grants to assist with easement purchases on properties owned by M.S. Buckley & Son (Tax Map# 28-((A))-13), Erik & Susan Arkfeld (Tax Map# 1-((A))-2), The Opequon Cattle Company (Tax Map# 1-((A))-1, and Moore & Dorsey (Tax Map#s 15-((A))-64 & 15-((A))-65.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Radford seconded that the Authority adjourn to Wednesday 13 June at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the
Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 15 June 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 15 June 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, R. Buckley, G. Ohrstrom, W. Thomas
Absent: P. Engel, D. Weiss
Staff: A. Teetor
Call to Order : Ms. Mackay-Smith called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Radford, seconded by Ms. Thomas, the Authority unanimously voted to approve the minutes of 27 April 2011 and 18 May 2011.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$8,462.06 as of 31 May 2011. The Local Government Investment Pool (LGIP) account balance was \$30,426.79 as of 31 May 2011. On motion of Ms. Radford, seconded by Ms. Thomas, the Authority unanimously voted to approve payment of \$182.29 to Kate Petranecch for expenses related to the reception invitations.

Report on status of the Campaign for the Authority

Ms. Petranecch was not present but did provide a report that was included in the packet. The annual donor reception is scheduled for this Friday June 17th. Approximately 50 persons have said they would like to attend. Ms. Mackay-Smith asked if a few Authority members would be willing to come early to help set up and several volunteered. Members also discussed the new Facebook/Twitter venture. Ms. Teetor expressed concern that she would not be able to devote the time necessary to keep up with the Twitter account. Members discussed various options such as taking turns but in the end decided that have both accounts was probably too much at this time. They agreed to continue with Facebook stating that the time was commitment was less consuming than Twitter and could provide additional exposure that would help the Authority. Meghan Radford, consultant, provided an editorial plan that was distributed. Members decided to continue discussion of how best to manage the Social Networking component at the next meeting.

Discussion

Easement Application Criteria – At the May meeting staff was directed to review past applications and scores to determine what impact subtracting points from the score of properties not in land use would have on the parcels eligibility. Ms. Teetor included a memo in the packet detailing the findings. Twenty-two properties were evaluated and a spreadsheet provided showing the score and whether or not the property would have met enough criteria to be eligible for consideration regardless of the score. Staff determined that if the score was reduced by 15 points, 11 of the 22 parcels would have been ineligible. Staff provided a recommended amendment to the Property Evaluation Criteria that would include raising the score from 35 to 50 in the property was not in land use. Mr. Buckley asked if a property could be accepted in easement but not receive land use so that the County taxes would not be reduced. Staff was asked to speak to Mr. Arthur to determine if land use can be withheld on parcels in easement. Members discussed the findings and decided to postpone action until all members could be present.

Easement Purchase

On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property.

On motion of Mr. Ohrstrom, seconded by Ms. Thomas, the Authority unanimously approved reconvening in Open Session. Ms. Thomas moved, seconded by Mr. Buckley, to certify that to the best of the member's knowledge:

- (xiii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (xiv) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Absent	Ms. Radford	Aye
Mr. Engel	Absent	Ms. Thomas	Aye	Mr. Buckley	Aye
Mr. Ohrstrom	Aye				

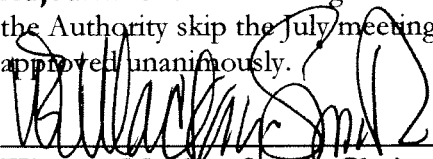
The following actions were taken subsequent to the Closed Session:

On motion of Mr. Buckley, seconded by Ms. Radford, the Authority unanimously voted to give final approval for an easement purchase in the amount \$40,000 per DUR retired on property owned by Longwood Farm, L.P., Cary Embury, agent, for the retirement of the two remaining DURs (Tax Map# 22-((A))-102).


On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously voted to authorize staff to apply for 3 Virginia Land Conservation Fund grants for the Arkfeld, Moore & Dorsey, and Buckley easements.

Other Staff briefed the Authority on two meetings she attended on behalf of the Authority. The first was the Virginia United Land Trust (VaULT) conference held in Charlottesville. This meeting provided a great opportunity for networking. The second meeting was a legislative listening session sponsored by the Department of Conservation and Recreation held at the Andy Guest State Park in Bentonville. The meeting featuring the Secretary of Natural Resources and several Directors of State agencies. The purpose was to get feedback from people involved in Conservation Easement programs as to how to achieve Governor McDonnell's goal of placing an additional 400,000 acres of land in easement.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Radford seconded that the Authority skip the July meeting and adjourn to Wednesday 17 August at 4:00 pm. The motion was approved unanimously.



 Wingate Mackay-Smith, Chair



 Alison Teetor, Clerk to the Authority

NO JULY 2011 MEETING

CLARKE COUNTY
Conservation Easement Authority
Minutes – 17 August 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 17 August 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, P. Engel, D. Weiss, W. Thomas
Absent: R. Buckley, G. Ohrstrom, J. Radford
Staff: A. Teetor
Call to Order : Ms. Mackay-Smith called the meeting to order at 4:20 pm.

Agenda On motion of Mr. Engel, seconded by Mr. Weiss, the Authority unanimously approved the agenda.
Minutes On motion of Ms. Thomas, seconded by Ms. Mackay-Smith, the Authority unanimously voted to approve the amended minutes of 18 May 2011 and minutes of 15 June 2011.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$9,663.52 as of 31 July 2011. The Local Government Investment Pool (LGIP) account balance was \$30,432.41 as of 31 July 2011. On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously voted to approve payments of \$2,450.21 to Kate Petranech for expenses related to the summer newsletter and her quarterly payment, \$300 to Dunn Land Surveys for the plat of merger for Karel Wennink, \$685.95 to Lockes Store for the reception catering, and \$6,900 to Welsley Woods for the appraisals of Arkfeld, Moore & Dorsey, and Buckley. In addition staff recommended a transfer of \$5,000 from the LGIP account to the Bank of Clarke to cover these expenses. On motion of Ms. Walker, seconded by Mr. Engel, the Authority unanimously authorized staff to transfer the recommended funds.

Report on status of the Campaign for the Authority

Ms. Petranech was not present but did provide a report that was included in the packet. Ms. Petranech had requested the Authority review suggestions for content in the fall newsletter. A potential story was the easement purchase for Moore & Dorsey but staff suggested that since this hadn't officially been recorded it might be a little premature to do the article at this time. Members discussed the potential of a story on the easement donation of the Osborne, Brengle, Crocker's which included 46 acres that was subsequently donated to Powhatan School. Other suggestions included a story on the successful grant applications and the composite index.

Continued Discussion

Easement Application Criteria – Members discussed previously proposed amendment to the application criteria so as to raise the score required by properties not in land use from 35 to 50. The purpose of the amendment is to require parcels not in landuse to meet a higher standard (additional conservation values) in order to qualify for purchase consideration. On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously approved the proposed amendment.

Easement Purchase

On motion of Mr. Weiss, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously approved reconvening in Open Session. Mr. Weiss moved, seconded by Ms. Thomas, to certify that to the best of the member's knowledge:

- (xi) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (xii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Absent
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Absent
Mr. Ohrstrom	Absent				


The following actions were taken subsequent to the Closed Session:

On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount not to exceed \$40,000 per DUR retired on property owned by Hazel Marsh, for the retirement of the five of the nine remaining DURs (Tax Map# 22-((A))-5).

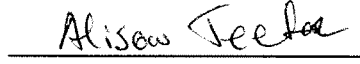
On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to postpone purchase of easements on previously approved but incomplete applications of Jane and Lawrence Wood and Cary Embury so as to allow for immediate funding of the Marsh purchase.

On motion of Mr. Weiss, seconded by Ms. Thomas the Authority voted to request funds from the Piedmont Environmental Council to assist with 4 easement purchases.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Thomas seconded that the Authority adjourn to Wednesday 14 September at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Tector, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 14 September 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 14 September 2011, in the Voter Registration Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, P. Engel, D. Weiss, W. Thomas
Absent: R. Buckley, G. Ohrstrom, J. Radford
Staff: A. Teetor
Call to Order : Ms. Mackay-Smith called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Weiss, seconded by Ms. Thomas, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to approve the minutes of 17 August 2011 as amended.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,006.41 as of 31 August 2011. The Local Government Investment Pool (LGIP) account balance was \$25,435.58 as of 31 August 2011. On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously voted to approve payments of \$2,138.00 to Kate Petranech for expenses related to the summer newsletter and her quarterly payment.

Report on status of the Campaign for the Authority

Ms. Petranech provided a report summarizing the yearly comparisons of donation amounts and responses. She stated that this year we have had a fewer number of donors but larger monetary amounts donated so we are a little ahead of last year. In addition, she reported that the Fall Newsletter was on track to be delivered to the printer so as to be ready to be included in the fall tax bills by mid October. Stories include one on the Powhatan donation, the grant awards, and a story on the composite index. Ms. Petranech is also planning to meet with Meg Radford in order to learn more about Facebook.

Easement Purchase

On motion of Mr. Engel, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Engel, seconded by Mr. Weiss, the Authority unanimously approved reconvening in Open Session. Mr. Weiss moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:

- (ix) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (x) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

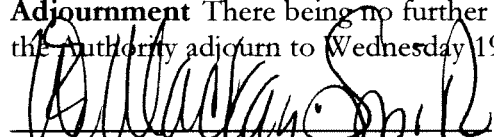
Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Absent
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Absent
Mr. Ohrstrom	Absent				

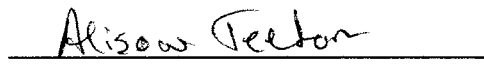
The following actions were taken subsequent to the Closed Session:

On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount not to exceed \$40,000 per DUR retired on property owned by Hazel Marsh, for the retirement of the five of the nine remaining DURs (Tax Map# 22-((A))-5), they also agreed that the Marsh's would be permitted a 4 lot subdivision within a 25 acre area located in the northwest corner of the property to be accessed from the existing farm lane (Walnut Hall Lane). The remainder of the property could be further divided into 3 parcels not less than 100 acres each. A site visit will be scheduled prior to the next meeting.

On motion of Mr. Weiss, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount not to exceed \$40,000 per DUR retired on property owned by Martin and Sarah French Fleming, for the retirement of the two of the three remaining DURs (Tax Map# 16-((A))-36). A site visit will be scheduled prior to the next meeting.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Thomas seconded that the Authority adjourn to Wednesday 19 October at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 19 October 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 19 October 2011, in the Voter Registration Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith (arr. 4:15), P. Engel, R. Buckley, G. Ohrstrom, L. Wallace

Absent: W. Thomas, D. Weiss

Staff: A. Teetor

Call to Order : Mr. Ohrstrom called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously approved the agenda, with the addition of election of a new treasurer.

Minutes On motion of Mr. Engel, seconded by Ms. Mackay-Smith, the Authority unanimously voted to approve the minutes of 14 September 2011.

Election of Treasurer

Ms. Teetor explained that effective October 18, 2011 Ms. Radford resigned her position as a member of the Authority. Supervisor Staelin nominated and the Board approved the appointment of Laure Wallace to fill Ms. Radford's unexpired term. Ms. Mackay-Smith welcomed Ms. Wallace. As Ms. Radford had served as treasurer, Ms. Mackay-Smith asked for nominations of Treasurer to the Authority. Mr. Ohrstrom nominated Mr. Engel for the position of Treasurer for the remainder of 2011. Mr. Buckley seconded. Mr. Buckley requested the nominations be closed. The Authority voted unanimously to elect Mr. Engel as Treasurer of the Authority for the remainder of 2011.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$7,000.46 as of 30 September 2011. The Local Government Investment Pool (LGIP) account balance was \$25,438.49 as of 30 September 2011. There were no outstanding bills.

Report on status of the Campaign for the Authority

Ms. Petranech provided a report summarizing the current education and fundraising activities. She provided a table detailing the donation amounts and responses to date emphasizing the results from the summer newsletter. The Fall Newsletter has been shipped for inclusion in the fall tax bills. Stories include the Powhatan donation, the grant awards, and the composite index. In addition Ms. Petranech reported that the contest winning photos are continuing to sell netting the Authority \$72 per framed photo. Finally, Ms. Petranech suggested a new approach to the year-end appeal to donors. She indicated that there is an opportunity to solicit donations from persons that have placed land in easement with the Authority but have not actually donated money. Ms. Mackay-Smith suggested that one approach could be to encourage donation to help cover the cost of stewardship of the property. Ms. Petranech agreed to work with Ms. Mackay-Smith to draft such a letter.

Easement Purchase

On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Engel, seconded by Mr. Buckley, the Authority unanimously approved reconvening in Open Session. Mr. Ohrstrom moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:

- (vii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (viii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Absent	Ms. Wallace	Aye
Mr. Engel	Aye	Ms. Thomas	Absent	Mr. Buckley	Aye
Mr. Ohrstrom	Aye				

The following actions were taken subsequent to the Closed Session:

On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously voted to amend the purchase offer on property owned by Hazel Marsh, to accommodate the applicants request to change the number of DUR's retired from 5 to 2 (Tax Map# 22-((A))-5). The following option was discussed for discussion with the applicant. Place 4 DURs on 25 acres as previously discussed, place the entire property in easement with the allowance of 3 100+ acre lots each with 1 additional DUR and retire 2 of the DURs.

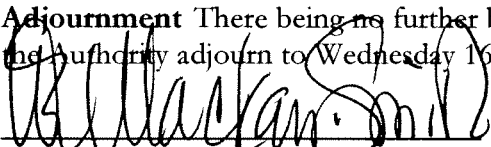
Mr Ohrstrom left at 5:00 pm.

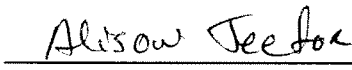
On motion of Ms. Wallace, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount not to exceed \$25,000 per DUR retired on property owned by Guy and Sandra Tomberlin, for the retirement of the one remaining DUR (Tax Map# 25-((A))-19A). A site visit will be scheduled prior to the next meeting.

On motion of Mr. Buckley, seconded by Ms. Mackay-Smith, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount not to exceed \$25,000 per DUR retired on property owned by Patricia Harper, for the retirement of the one remaining DUR (Tax Map# 6-((3))-9). A site visit will be scheduled prior to the next meeting.

An additional application was received from James & Sally Keesling. There are two parcels with a total of 10.76 acres located on the east side of Ebenezer Road approximately 6/10 mile south of the intersection with Saw Mill Hill Road (Route 607). The property owners would like to retire the remaining DUR and merge the 2 parcels. As the combined acreage of the two parcels is less than 21 acres the parcels do not qualify for land use. As the requirement is to meet 3 of the 4 criteria neither parcel is eligible for easement purchase based on the Property Evaluation Criteria. The Keeslings do own an additional 2 parcels. After discussion, members asked staff to see if the Keeslings would be interested in placing all 4 properties in easement, give up 2 of the 3 remaining DURs and merge parcels so as to maintain 2 of the 4.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Wallace seconded that the Authority adjourn to Wednesday 16 November at 4:00 pm. The motion was approved unanimously.


 Wingate Mackay-Smith, Chair


 Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 16 November 2011

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 16 November 2011, in the Voter Registration Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, P. Engel, R. Buckley, W. Thomas, L. Wallace
Absent: D. Weiss, G. Ohrstrom
Staff: A. Teetor
Call to Order: Ms. Mackay-Smith called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously approved the agenda, with the addition of request for approval of a Boundary Line Adjustment for Bob & Terry Chandler.

Minutes On motion of Ms. Thomas, seconded by Ms. Wallace, the Authority unanimously voted to approve the revised minutes of 19 October 2011.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$5,937.51 as of 31 October 2011. The Local Government Investment Pool (LGIP) account balance was \$25,441.77 as of 31 October 2011. On motion of Mr. Engel, seconded by Mr. Buckley, the Authority unanimously voted to approve payments of \$1,344.78 to Kate Petranec for expenses related to the fall newsletter.

Report on status of the Campaign for the Authority

Ms. Petranec provided a summary of the response to date from the Fall Newsletter, stating that to date \$2,596 had been received. The next campaign is the year-end donor appeal. Two separate letters will be sent – one to current donors and one to persons who have placed land in easement with the Authority but have not donated money. Members recommended that the appeal to easement holders could be a request for funds to help support the expense of monitoring the easement. Ms. Petranec indicated these letters would be sent out after Thanksgiving. The Authority then recommended that the next solicitation for easement applications could include a map showing the target landowner their property in relation to other eased properties in an attempt to encourage additional easements.

Easement Donation

Ken Bell: Mr. Bell is requesting approval for an easement donation of 3 parcels consisting of just under 46 acres. The properties are located in Wildcat Hollow at the end of Greenstone Lane (Carefree Acres).

<u>Tax Map#</u>	<u>Acres</u>	<u>Score</u>	<u>#DURs retired</u>	<u># Houses</u>	<u>#DURs remaining</u>
38-((A))-44	14.5	42.18	1	1	0
38-((A))-45	25.0	47.01	2	0	0
38-((A))-47	6.36	37.27	0	1	0

The parcels are not currently in landuse, but are eligible as the combined acreage exceeds 21 acres. There is a small pond and intermittent stream on the property. The applicant would like to place all 3 parcels in easement, merge the 6 acre with the 25 acre piece, maintaining the 14.5 acre parcel with one DUR. In all 3 of the 4 remaining DURs will be retired. On motion of Mr. Engel, seconded by Ms. Thomas, the Authority

unanimously voted to give preliminary approval for the easement donation subject to a site visit and review of a sketch detailing the size and materials used for an observation tower requested by the applicant.

Harry Benham: Mr. Benham is requesting preliminary approval of an easement donation for the parcel (Tax Map# 21-((A))-1) known locally as The Briars, consists of 240 acres and is located on the south side of Pyletown Road approximately 3 miles west of Route 340. The property resource score was 123, the owner would like to retire 7 of the 9 remaining DURs. There are two existing houses, both are considered contributing to the proposed Chapel Rural Historic District. The Benham family has owned the property for more than 50 years. The property is in landuse and surrounded on 3 sides by existing conservation easements. On motion of Mr. Buckley, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for the easement donation and schedule a site visit.

David Mohler (Prudy Squiers property): Mr. Mohler is requesting preliminary approval of an easement donation for the parcel (Tax Map# 29-((A))19) is 78.1 acres and located on the north side of Route 50 and accesses off of Millwood Rd. (Route 723) in Millwood. Mr. Mohler is anticipating purchase of the property and would like to place it in easement prior to the years end. The Property Resource Score is 61.3, the owner would like to retire two of the three remaining DURs, it is larger than 40 acres, the parcel is not adjacent to an existing easement but Thomas Dunning has a parcel in VOF easement across Route 50. The owner would retain the existing house and one DUR and no further subdivision. The property is in landuse, and is has forest and pastureland. The existing house was built in 1915. It is within the Greenway Historic District and the house is a contributing structure. There are several outbuildings, a pool, mother-in-laws cottage, tennis courts, and stable. Spout Run runs through the north end of the property for about 600'. The parcel fronts on Route 50 for 1/10 mile. On motion of Mr. Engel, seconded by Mr. Buckley, the Authority unanimously voted to give preliminary approval for the easement donation and schedule a site visit.

Boundary Line Adjustment – Bob & Terry Chandler

Bob and Terry Chandler have requested approval of a BLA between his eased property (CEA-05-20) tax map# 11-((A))-6B, 54.09 acres, and his other property tax map# 11-((A))-3. The amount of adjustment would be 1.24 acres to allow for a new house to be constructed in a wooded area. On motion of Ms. Wallace, seconded by Ms. Walker, the Authority unanimously voted to approve the Boundary Line Adjustment.

Easement Purchase

On motion of Mr. Engel, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously approved reconvening in Open Session. Mr. Buckley moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:

- (v) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (vi) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Absent	Ms. Wallace	Aye
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Aye
Mr. Ohrstrom	Absent				

The following actions were taken subsequent to the Closed Session:

On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously voted to further amend the purchase offer on property owned by Hazel Marsh, to accommodate the applicants request to place a 100+ acres portion of the property in easement and retire between 2 and 4 DUR's (Tax Map# 22-((A))-5). Staff was requested to draft a letter to Mrs. Marsh detailing the offer which would include partial payment of the survey if more than 2 DURs are retired and an agreement that the Authority will pay for the survey up front and be reimbursed by deducting the expense at closing.

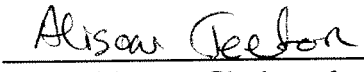
On motion of Ms. Wallace, seconded by Mr. Buckley, the Authority unanimously voted to give final approval for an easement purchase in the amount not to exceed \$30,000 per DUR retired on property owned by Guy and Sandra Tomberlin, for the retirement of the one remaining DUR (Tax Map# 25-((A))-19A) provided that the parcels are merged.

On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to give final approval for an easement purchase in the amount not to exceed \$25,000 per DUR retired on property owned by Patricia Harper, for the retirement of the one remaining DUR (Tax Map# 6-((3))-9).

On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval to Play Garden Properties, LLC, Will Robinson, agent for an easement purchase in the amount not to exceed \$1,600 per DUR retired on property for the retirement of two of the three remaining DURs (Tax Map# 30-((A))-91). A site visit will be scheduled.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Wallace seconded that the Authority adjourn to a special meeting to accommodate applicants trying to close prior to December 31, 2014 on Wednesday December at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Tector, Clerk to the
Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 7 December 2011

A special meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 7 December 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, P. Engel, R. Buckley, W. Thomas, L. Wallace, D. Weiss
Absent: G. Ohrstrom
Staff: A. Teetor
Call to Order: Ms. Mackay-Smith called the meeting to order at 4:00 pm.

Agenda On motion of Mr. Weiss, seconded by Mr. Buckley, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Weiss, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes of 16 November 2011.

Bank Account: No report.

Report on status of the Campaign for the Authority – No report

Easement Donation

Harry Benham: Mr. Benham is requesting preliminary approval of an easement donation for the parcel (Tax Map# 21-((A))-1) known locally as The Briars, consists of 240 acres and is located on the south side of Pyletown Road approximately 3 miles west of Route 340. At the last meeting the donation was preliminarily approved. A site visit was conducted November 21st. On motion of Mr. Buckley, seconded by Ms. Wallace, the Authority unanimously voted to give final approval for the easement donation.

David Mohler (Prudy Squiers property): Mr. Mohler is requesting approval of an easement donation for the parcel (Tax Map# 29-((A))19) is 78.1 acres and located on the north side of Route 50 and accesses off of Millwood Rd. (Route 723) in Millwood. At the last meeting the donation was preliminarily approved. A site visit was conducted November 21st. On motion of Ms. Wallace, seconded by Ms. Thomas, the Authority unanimously voted to give final approval for the easement donation.

Ken Bell: Mr. Bell is requesting approval for an easement donation of 3 parcels consisting of just under 46 acres. At the last meeting the donation was preliminarily approved. A site visit was conducted November 21st. Ms. Teetor reported that the applicant was still working on the sketch of the proposed observation tower and has requested postponement of any action until next year.

James & Rebekah Wiedower have applied to the easement authority for approval of an easement donation. The parcel is 46.52 acres located on the north side of Route 50 on the border with the Opequon Creek on the west edge of the County. The parcel has an existing house and no remaining Dwelling Unit Rights. The property resource score is 46.52. The property meets 3 of the 4 criteria, it is larger than 40 acres, scored above 35 points, and is adjacent to a property in conservation easement. The property has over 1,800' of frontage on the Opequon Creek, has 700' frontage on Route 50 and is adjacent to a Conservation Easement owned by Todd Kern. The parcel is used for pasture with a

wooded area along the Opequon. On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to give preliminary approval for the easement donation and schedule a site visit.

Easement Purchase

On motion of Mr. Engel, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously approved reconvening in Open Session. Mr. Buckley moved, seconded by Mr. Engel, to certify that to the best of the member's knowledge:

- (iii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (iv) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Wallace	Aye
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Buckley	Aye
Mr. Ohrstrom	Absent				

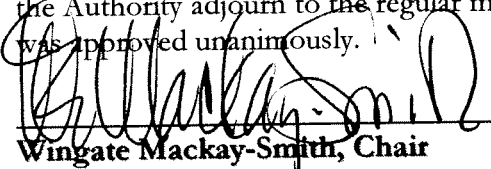
The following actions were taken subsequent to the Closed Session:

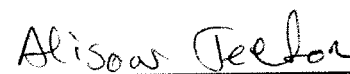
On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to give final approval for an easement purchase of a 130 acre portion of the property owned by Hazel Marsh, retiring 2 DUR's at a cost of \$80,000 (Tax Map# 22-((A))-5). The applicant has agreed to pay for the survey.

On motion of Ms. Wallace, seconded by Ms. Thomas, the Authority unanimously voted to give final approval to Play Garden Properties, LLC, Will Robinson, agent for an easement purchase in the amount not to exceed \$1,600 per DUR retired on property for the retirement of two of the three remaining DURs (Tax Map# 30-((A))-91). A 3-acre subdivision is permitted provided the lot is located in the south west corner of the property and accessed off easement extending along the western property value onto Clay Hill Road.

On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously voted to give final approval to Longwood Farm, L.P., Cary Embury, agent for an easement purchase in the amount not to exceed \$40,000 per DUR retired on property for the retirement of two of the three remaining DURs (Tax Map# 22-((A))-102). A 27-acre subdivision is permitted. VDACS funds will be used for 1/2 of the purchase price.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Wallace seconded that the Authority adjourn to the regular monthly meeting on Wednesday 21 December at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 21 December 2011

A special meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 21 December 2011, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith(arv. 4:15), R. Buckley, L. Wallace, D. Weiss, G. Ohrstrom
Absent: W. Thomas, P. Engel
Staff: A. Teetor
Call to Order: Mr. Ohrstrom called the meeting to order at 4:10 pm.

Agenda On motion of Mr. Buckley, seconded by Mr. Weiss, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Weiss, seconded by Ms. Wallace, the Authority unanimously voted to approve the minutes of 7 December 2011.

Bank Account: Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$7,166.74 as of 30 November 2011. The Local Government Investment Pool (LGIP) account balance was \$25,445.21 as of 30 November 2011. On motion of Mr. Engel, seconded by Mr. Buckley, the Authority unanimously voted to approve payments of \$370.78 to Kate Petranech for expenses related to the 2011 year end appeal letter.

Report on status of the Campaign for the Authority – No report

Easement Donation

Harry Benham: Ms. Teetor reported that the easement was recorded December 9, 2011.

David Mohler (Prudy Squiers property): Mr. Mohler and his attorney Scott Smalley were present to discuss several outstanding issues regarding the easement donation. Staff presented the proposals requested by Mr. Mohler. Since the last meeting the Mohler's purchased the property and in the process a separate adjacent property was also conveyed. This second property is a .70 acre strip adjacent to Route 50. Mr. Smalley, on behalf of his client has asked that the Deed of Easement be revised to include this parcel. The parcel would have one DUR which Mr. Mohler would retire. The Deed would stipulate that the parcels could not be sold separately. The second issue related to building size. On the 78 acre property, Mr. Mohler would like to build a second house. Currently the Deed allows for the existing dwelling which is 3,476 sq. ft. and a 432 sq. ft. cottage. Mr. Mohler has requested that the house be allowed to be 3,500 sq. ft.. The current Deed allows for 2,000 sq. ft.. At the last meeting the Authority agreed to add language that would allow a larger house if the siting were approved by the Authority. Mr. Mohler did not agree to that. Mr. Smalley asked to view the VOF guidelines, upon which our standard is based. The current VOF guidelines allow for the total square footage of the above ground heated living space for all structures to be up to 6,500 sq. ft. total with no one structure exceeding 4,500 sq. ft. If we consider the existing structures 3,476 + 432 = 3,908, and then 6500 – 3,908 = 2,592 for the secondary dwelling. Mr. Mohler didn't like that option either and has asked that the 6,500 only include the primary and secondary dwelling so that the secondary dwelling could be 3,024 square feet. The Authority discussed the request and agreed to the larger footprint for the secondary dwelling with the aggregate of the primary and secondary dwelling not to exceed 6,500 square feet. In addition the Authority agreed provided that language is inserted in the Deed requiring that the Authority approve the location. Members also agreed to allow the 432 sq. ft. cottage to be replaced with a 600 sq. ft.

dwelling at another location with the stipulation that the kitchen be removed from the existing cottage prior to the 600 sq. ft. dwelling being constructed. On motion by Mr. Ohrstrom, seconded by Mr. Buckley, the Authority unanimously approved the easement donation with the above conditions and an additional condition that Mr. Mitchell, the County attorney, approve the title report prepared by Mr. Smalley.

Easement Purchase

On motion of Mr. Weiss, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Buckley, seconded by Ms. Wallace, the Authority unanimously approved reconvening in Open Session. Mr. Buckley moved, seconded by Mr. Ohrstrom, to certify that to the best of the member's knowledge:

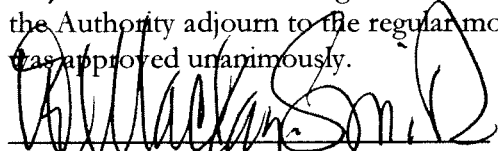
- (i) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (ii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Wallace	Aye
Mr. Engel	Absent	Ms. Thomas	Absent	Mr. Buckley	Aye
Mr. Ohrstrom	Aye				


The following actions were taken subsequent to the Closed Session:

On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority unanimously voted to amend the final approval for an easement purchase on Play Garden Properties, LLC, Will Robinson, agent, allowing for a 4-acre subdivision as described on a map attached to and recorded with the Deed of Easment on condition that a building envelope be located in the northwest corner of the lot and that vehicular access to the dwelling is from the access easement extending along the western property value onto Clay Hill Road.

Adjournment There being no further business, Ms. Mackay-Smith moved and Ms. Wallace seconded that the Authority adjourn to the regular monthly meeting on Wednesday 18 January at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority