

CLARKE COUNTY
Conservation Easement Authority
Friday – 11 October – 10:00 am
A/B & Main Conference Room, 2nd Floor Government Center

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of the September 13, 2024 meeting
4. Bank Account balances
5. Campaign for the Authority
6. PEC updates from Tia Earman
7. Easement Donation/Purchase
 - a. Summary of easement applications/inquiries
8. Adjournment – The next meeting is scheduled for Friday November 8 at 10:00

Clarke County Conservation Easement Authority

Draft - Meeting Minutes

Friday, September 13, 2024 – 10:00 AM

Berryville/Clarke County Government Center – A/B Meeting Room

ATTENDANCE			
Randy Buckley (Chair)	✓	John Hedlund	X
George L. Ohrstrom, II (Vice-Chair)	X	Michelle Jones	✓
Walker Thomas (Secretary/Treasurer)	X	Bev McKay	✓
Rives Bacon	✓		

E-Denotes electronic participation

STAFF PRESENT: Alison Teetor, Lorien Lemmon^E, Brandon Stidham (Planning Dept.)

OTHERS PRESENT: Robin Couch-Cardillo, Tia Earman

CALL TO ORDER: Mr. Buckley, Chair called the meeting to order at 10:00 a.m.

Approval of the Agenda – September 13, 2024:

The Authority voted 4-0-0 to approve the Agenda as presented.

Motion to approve the Agenda as presented:			
Buckley (Chair)	AYE	Jones	AYE (seconded)
Bacon	AYE	McKay	AYE (moved)

Approval of Meeting Minutes – August 9, 2024:

The Authority voted 3-0-1 to approve the August 9, 2024 meeting minutes as amended with minor changes requested by the Authority.

Motion to approve Meeting minutes for August 9, 2024 as corrected:			
Buckley (Chair)	AYE	Jones	AYE (moved)
Bacon	AYE (seconded)	McKay	ABSTAIN

Bank Account:

Ms. Teetor reviewed the financial spreadsheets. Current fund balances show a total fund balance of \$576,405.77 consisting of \$166,282.15 in the donations account, \$241,682.91 in stewardship/restricted, and \$169,440.71 in local funds. Ms. Teetor explained that the expenditures for August included the summer newsletter, banners and materials for a booth at the Clarke County Fair, and paying the summer intern.

Campaign for the Authority:

Ms. Couch-Cardillo stated that donations were \$11,170.00 from 79 donors. She stated that the summer newsletter had been published and mailed. Ms. Couch-Cardillo and Chair Buckley discussed the visibility of the CCEA banners and booth at the Clarke County Fair. She reviewed the plans for the upcoming donor reception on October 11th and stated that the invitations had been sent to the printer for distribution.

Ms. Couch-Cardillo asked for ideas for the fall newsletter and Ms. Lemmon confirmed that the newsletter could be included with the tax bill sent by the Treasurer’s Office as long as the remittance envelope is

omitted. The Authority discussed how omitting the remittance envelope may impact donations to the CCEA but it was agreed that the primary purpose of the fall newsletter was to educate all county landowners about the program. For the newsletter, Mr. McKay suggested including a landscape photo taken from Route 7 and a caption explaining that 25% of the county is in conservation easement. Ms. Teetor suggested a small article explaining the new online septic database that will go live next year and how it will help conserve groundwater quality.

Ms. Lemmon discussed posting CCEA banners at various locations across the county and Ms. Couch-Cardillo asked the Authority to start thinking about who they would like to nominate for the 11th Wingate Mackay-Smith Land Conservation Award.

Ms. Couch-Cardillo reported that there were no new donors for the month of August.

PEC updates from Tia Earman:

Ms. Earman explained that Piedmont Environmental Council (PEC) hired a new staff person to cover the conservation efforts for three counties including Clarke. She confirmed with Ms. Teetor that the \$37,000 Clarke fund check had been received for the Lilly easement. She reported that PEC continues their discussion on data centers in the area.

Discussion:

a. Landowner grant contribution

Ms. Teetor described how staff had been discussing the possibility of reducing the 25% landowner contribution to purchase easements based on their income using a sliding scale. She explained that the state and federal grants used for purchase easements do not take into account landowner income unless the applicant makes over \$900,000. Therefore, in most cases, the grants could make up the difference in cost of the easement. Ms. Teetor explained that the scale used to calculate the reduction is the inverse scale that is used to calculate DUR purchase offers. She stated that the reduction in landowner contribution may be an additional incentive for lower income landowners to place their land into easement especially as easements have become more restrictive.

The Authority discussed how the building envelope policy has caused some pushback from potential applicants but agreed that it was necessary due to recent tax court cases. The Authority voted 4-0-0 to approve the sliding scale used to reduce landowner contributions to grant purchase easements.

Motion to approve sliding-scale landowner contribution to grant purchases:			
Buckley (Chair)	AYE	Jones	AYE (seconded)
Bacon	AYE (moved)	McKay	AYE

Report on Easement Donations/Purchases:

a. Summary of easement applications/inquiries

Ms. Lemmon reported that she is still working with Mr. Weir on his grant application. She mentioned that she is still waiting on a signed purchase agreement from Mr. Williams but is hopeful that they will still be able to close by the end of the year. She confirmed that Mr. Williams agreed to the single family dwelling sizes and building envelopes approved at the previous meeting. Ms. Teetor explained that Mr. Fansler is reviewing the draft deed with his lawyer but it may be possible for the easement to close by the end of the year. Ms. Lemmon explained some of the inquiries that may lead to future applications and the withdrawn application from RSP Enterprises.

b. Mike & Geetha Berry – new application – DUR purchase TM# 32-A-66

Michael and Geetha Berry have applied to the easement authority for approval of a DUR purchase easement. The property is located at 790 Frogtown Rd, is approximately 80 feet north of the intersection of Frogtown and Morgan Mill Rd, and is identified by Tax Map# 32-A-66. The property consists of 60 acres, has 2 DURs, and the principle property use is grazing and timber harvest.

The property resource score is 70.9, the applicant would retire 1 of the remaining 2 DURs, and it is more than 40 acres. Points were given for extinguishing a DUR, having steep slopes, a spring, and being owned by the same family for more than 50 years.

Ms. Lemmon relayed that after submitting an application to the Authority that Mr. Berry reached out and explained that he may do a boundary line adjustment (BLA) with his neighbor. She suggested to the applicant to complete the BLA before moving forward with the application.

The Authority voted 4-0-0 to approve the preliminary application of the Berry purchase and request staff to schedule a site visit once the applicant has completed the planned BLA.

Motion to grant preliminary approval of the Berry easement purchase:			
Buckley (Chair)	AYE	Jones	AYE (moved)
Bacon	AYE	McKay	AYE (seconded)

Adjournment

There being no further business, the Authority agreed to adjourn the meeting at 10:35 AM. The next Clarke County Easement Authority meeting is scheduled for October 11, 2024 at 10 AM in the A/B conference room, Government Center, Berryville.

The Authority voted 4-0-0 to adjourn the September 13, 2024 meeting at 10:35 AM.

Motion to adjourn to the September 13, 2024 meeting at 10:35 AM:			
Buckley (Chair)	AYE	Jones	AYE (seconded)
Bacon	AYE (moved)	McKay	AYE

Randy Buckley, Chair

Lorien Lemmon, Clerk to the Authority

FY2025 - FY24 not FINAL

Fund 235 - Conservation Easement Balances

	Total Fund Balance	Donations (128)	Stewardship/Restricted Funds Account (210)	Local Funds (000)
SOY FY25	580,880.93	164,548	246,892	169,441
Fiscal Year 2025				
July Rev/AR		1,655	0	32
July Exps/AP		-500	-3,700	0
Aug Rev/AR		500	0	3,020
Aug Exps/AP		-921	-1,144	0
Sept Rev/AR		3,930	0	0
Sept Exps/AP		-2,530	0	-600
Oct Rev/AR		3,260	0	0
Oct Exps/AP		0	0	0
Nov Rev/AR		0	0	0
Nov Exps/AP		0	0	0
Dec Rev/AR		0	0	0
Dec Exps/AP		0	0	0
Jan Rev/AR		0	0	0
Jan Exps/AP		0	0	0
Feb Rev/AR		0	0	0
Feb Exps/AP		0	0	0
Mar Rev/AR		0	0	0
Mar Exps/AP		0	0	0
Apr Rev/AR		0	0	0
Apr Exps/AP		0	0	0
May Rev/AR		0	0	0
May Exps/AP		0	0	0
June Rev/AR		0	0	0
June Exps/AP		0	0	0
YTD Rev/AR	12,397.44	9,345.00	0.00	3,052.44
YTD Exps/AP	9,394.54	3,950.54	4,844.00	600.00
Adjustments				
YTD FUND BALANCE (AR & AP)	583,883.83	169,942.61	242,048.07	171,893.15

Emily Johnson:
Rollback taxes \$32.41

Emily Johnson:
Rollback taxes \$3,020.03

ESTIMATED YTD FUND BALANCE **583,883.83** **169,942.61** **242,048.07** **171,893.15**

FY25 Expenditure Appropriations	Appropriated	Actual Expenses	Appropriated Balance Remaining
General Expenses	45,000	9,395	35,605
Williams Easement purchase	41,000		41,000
	86,000	9,395	76,605

Clarke County:
includes expenses not specifically designated to an easement (including donation, stewardship and monthly Hall, Monahan expenses).

Through 09/30/24

Conservation Easement Expense Detail - FY25

	<u>Donations (128)</u>	<u>Stewardship (210)</u>	<u>Local Funds (000)</u>
<u>July</u>	500.00 Livestock sale dinner donation	3,700.00 Landscape Government Subscript	
	<u>500.00</u>	<u>3,700.00</u>	<u>0.00</u>
<u>August</u>	640.00 Robin Couch Cardillo July 2024 32.00 Winchester Printers Conservation Maps 249.00 Winchester Printers CCEA Banners	1,144.00 Easement Inspections Intern	
	<u>921.00</u>	<u>1,144.00</u>	<u>0.00</u>
<u>Sept</u>	47.77 Postage 450.00 Gloria Marconi CEA newsletter 1,040.00 Robin Couch Cardillo September 991.77 Winchester Printers Summer Newsletter		600.00 Hall Monahan Title Exam Fansler & G&CW
	<u>2,529.54</u>	<u>0.00</u>	<u>600.00</u>
YTD Totals	<u><u>3,950.54</u></u>	<u><u>4,844.00</u></u>	<u><u>600.00</u></u>

VDACS

As of 9/30/24

EXTENDED 12/31/24

<u>Close Date</u>	<u>Project</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>TOTALS</u>
		use by June 30, 2019	use by June 30, 2020	use by June 30, 2021	use by June 30, 2022	use by June 30, 2023	use by June 30, 2024	use by June 30, 2025	use by June 30, 2026	
		\$86,950.00	\$61,615.23	\$75,738.77	\$58,333.00	\$54,000.00	\$156,476.00	\$175,000.00	\$165,400.00	\$833,513.00
November 2018	Sprouse	-\$31,104.00								
February 2019	Opequon Cattle	-\$55,846.00	-\$696.00							
May 2019	Rowland		-\$38,148.50							
October 2019	Coleman		-\$21,448.00							
June 2020	Expired		-\$1,322.73							
July 2021	Moon			-\$40,717.75						
December 2021	RSP			-\$35,021.02	-\$48,435.98					
May 2022	Murphy				-\$9,897.02	-\$54,000.00	-\$17,519.05			
August 2022	Dupuy						-\$20,981.50			
June 2023	Pippy						-\$26,140.50			
May 2024	Lilly						-\$40,528.16			
~October 2024	Williams						-\$20,500.00			
TOTAL REMAINING		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,806.79	\$175,000.00	\$165,400.00	\$371,206.79



ROBIN COUCH CARDILLO

October 4, 2024

Clarke County Conservation Easement Authority
Fundraising Report
October 2024 meeting

Donor Statistics

See attached Master Report

- 2024 year-to-date total: \$19,540.00 from 116 donations

Ongoing

-Donor reception

- Friday, October 11, at George Ohrstrom’s venue; rsvp count at 87 as of Oct 4
- Final check on supplies (tent/tables/chairs, catering, wine/beer, scotch tasting, map, nametags, etc.)
- Helpers to assist with set-up before the event and tear-down after

-Fall newsletter

- Topics: photo of Clarke County’s open space from Route 7 with short article on 25% protected; intro of new incentive using income scale to reduce percentage of landowner appraisal donation when utilizing grants; profile a landowner?; adding QR code that leads to donation page
- Mailing with tax bills in late October, coordinating with treasurer’s office; no remittance envelopes

-Banners

- Lorien received permission from Berryville Farm Supply, doing paperwork for sign permit
- Possible other locations for two banners (Clarke County Fairgrounds? Clermont?)

-Wingate Mackay-Smith Land Conservation Award

- Reserve Millwood Country Club for January?
- Discuss potential honoree(s); see previous winners at bottom

-New donors

- Four first-time donors in September

Wingate Mackay-Smith Land Conservation Award Winners

- | | |
|--|---|
| 1 st - Winkie Mackay-Smith | 6 th - Michael Hobert |
| 2 nd - Holy Cross Abbey | 7 th - Cool Spring Battlefield/Shenandoah University |
| 3 rd - Sliding-scale zoning pioneers (Pete Dunning, Bob Mitchell, Bob Lee, Margaret Maizel) | 8 th - Chuck Johnston |
| 4 th - Melvin Kohn | 9 th - Pru Anderson |
| 5 th - Joe and Denise Sipe | 10 th - Tupper and Wendy Dorsey |

Fundraising Results: Clarke County Conservation Easement Authority

as of October 3, 2024

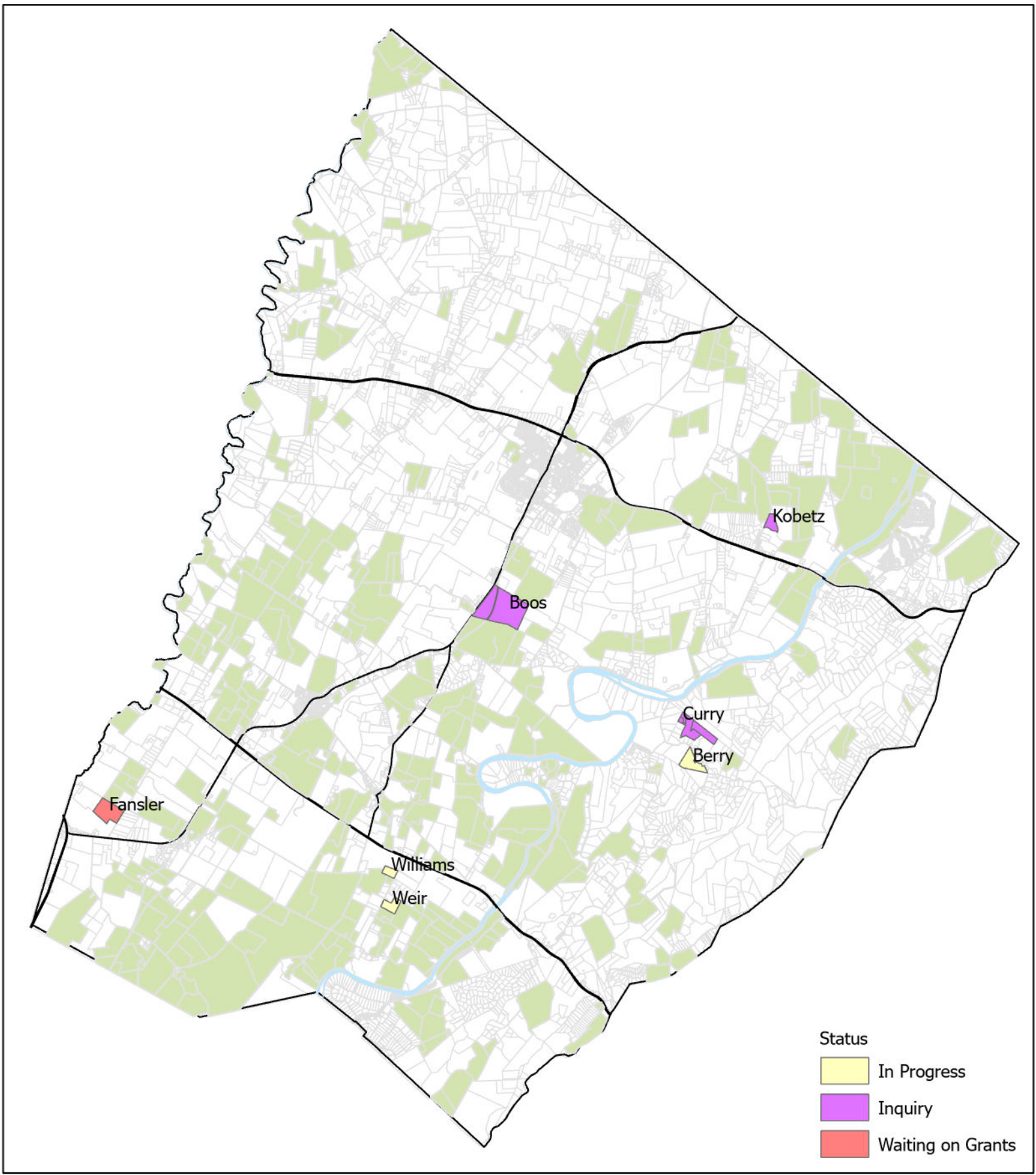
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Amount	\$42,266	\$36,260	\$57,356.00	\$24,778.00	\$26,101.00	\$34,815.28	\$38,230.00	\$36,822.80	\$37,739.00	\$35,967.00	\$32,966.00	\$19,540.00
# Donations	200	169	158	164	169	169	167	209	206	201	180	116
YE Donor Appeal	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
YE Donor Appeal Amount	\$15,706	\$17,635	\$47,003	\$15,665	\$7,577	\$16,755	\$16,710	\$16,232	\$16,915	\$17,887	\$16,610	
Donor Respondents	69	51	61	47	48	58	52	73	73	83	78	
YE Prospect Amount		\$1,650	\$104	\$25	\$325	\$2,200	\$200	\$120	\$350	\$175	\$150	
Prospect Respondents		3	2	1	3	4	3	2	1	3	1	
Winter Newsletter	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Dollar Amount	\$4,805	\$3,335	\$2,700	\$2,228	\$2,815	\$4,920	\$2,668	\$3,105	\$1,710	\$4,371	\$1,875	\$2,845
Respondents	39	26	25	29	39	29	32	43	22	28	16	27
Spring Newsletter	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Donor: Dollar Amount	\$1,975	\$3,705	\$3,420	\$2,725	\$2,810	\$1,600	\$2,500	\$2,762	\$8,650	\$3,131	\$3,975	\$4,770
Donor: Respondents	28	26	27	19	23	15	23	18	44	27	16	24
Donor: Taxpayer Spring Newsletter: Dollar Amt	\$165	\$1,380	\$100	\$75	\$1,150	\$550	\$2,045	\$615	\$130	\$250	\$525	\$1,205
Donor: Taxpayer Spring Newsletter: Respondents	4	9	1	3	8	3	6	6	2	4	6	12
Summer Newsletter	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Dollar Amount	\$5,040	\$3,215	\$1,927	\$2,115	\$3,110	\$4,480	\$2,135	\$5,260	\$6,445	\$4,088	\$4,625	\$8,370
Respondents	22	27	22	28	20	38	23	30	31	22	31	33
(new)									3	1	1	4
Fall Newsletter	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Donor: Dollar Amount	\$2,660	\$2,325	\$1,250	\$600	\$3,870	\$220	\$2,925	\$6,244	\$1,380	\$3,095	\$1,721	
Donor: Respondents	27	14	3	6	11	4	11	16	11	8	9	
Donor: Taxpayer Fall Newsletter Dollar Amt	\$240	\$760		\$325	\$1,200	\$100	\$100	\$410	\$450		\$1,000	
Donor: Taxpayer Fall Newsletter: Respondents	5	5		5	4	1	1	5	5		1	
Over the Transom	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Dollar Amount	10,500	\$1,550	\$257	\$362	\$2,230.00	\$3,970	\$8,665	\$1,980	\$1,709	\$2,970.00	\$2,485.00	\$2,350.00
Donor Respondents	2	2	3	12	7	17	10	14	14	25	21	16
Donor Thank-You Party	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Dollar Amount	\$1,175	\$705	\$595	\$638	\$710							
Donor Respondents	4	6	14	14	6							
Photo Revenue				\$ 20								
Notecards					\$304		282 (6)	94.80 (2)				
Gift-in-Kind (admin work donated by Kate Petranech)	\$469											

Memorandum

To: Conservation Easement Authority
 From: A. Teetor, L. Lemmon
 Subject: Status update - active easement applications/inquiries
 Date: October 11, 2024

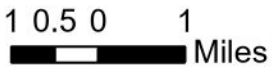
Active Applications						
Name	Tax Map#	Address	Acres	DURs retired	Type	status
Mike & Geetha Berry	32-A-66	790 Frogtown Rd	60	1	DUR purchase	Prelim app received – wants to do BLA w/neighbor church
Jaime Weir	30-A-58	903 Kennel Rd	35.5	1	Grant purchase	Applying for ALE grant
George Williams, IV	30-A-47B	Vacant, adjacent to 502 Kennel Rd.	22.22	1	DUR purchase	Site visit complete. Applicant agreed to bld evn and SFD size restrictions – still waiting on purchase agreement
James Fansler	27-A-3	225 Nations Spring Road	88.95	3	Grant purchase	ALE application approved – still no closing date

Inquiry						
Name	Tax Map#	Address	Acres	DURs Retired	Type	Status
Tad Curry	24-A-18, 24-A-18A, 24-A-18B	Vacant, adjacent to 439 Frogtown Rd	~70 (in process of BLA)	1 out of 3	DUR purchase	Information sent –waiting on prelim app – working w/Jeremy on BLA w/neighbor
Eleanor Kobetz	16-A-20	562 Shepards Mill Rd	30.3 (stream frontage)	? of 2	DUR Purchase or grant	Is looking at appraisal costs- chat w/at reception
Frederick Boos	23-A-2	329 Llewellyn Ln	260	? of 6	Grant Purchase	Working w/tax broker – FY 26 cycle



Status

 In Progress
 Inquiry
 Waiting on Grants



Clarke County GIS
October 3, 2024



	In Progress	Waiting on Grants	Inquiry	Total
Acres	118	89	389	596
Retired DURs	4	4	13	21
Donation	0	0	0	0
Purchase	3	1		7

Page 11 of 11