

CLARKE COUNTY
Conservation Easement Authority
THURSDAY – 28 March 2019 – 10:00 am
Conference Room C, 2nd Floor Government Center

AGENDA

1. Approval of Agenda
2. Approval of Minutes of the meetings of 21 February 2019
3. Bank Account balances
4. Campaign for the Authority
5. Easement Donation/Purchase
 - a. Coleman – DUR purchase
 - b. Rowland – possible DUR purchase

Adjournment - next meeting – Thursday April 18th 10 am

CLARKE COUNTY
Conservation Easement Authority
draft Minutes – 21 February 2019 draft

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 21 February 2019, in the A/B conference room, 2nd Floor Government Center.

Present: M. Jones, W. Thomas, R. Buckley, P. Engel, T. Catlett
Absent: G. Ohrstrom, B. Byrd, R. Bacon
Staff: A. Teetor
Other: R. Couch-Cardillo

Agenda On motion of Ms. Jones, seconded by Ms. Thomas, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Thomas, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes of January 17, 2019 with minor corrections.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$271,542 consisting of \$77,754 in the donations account, \$153,859 in stewardship, and \$39,929 in local funds.

Public Relations: Ms. Cardillo stated that donations for 2019 are off to a good start with 12 donors contributing \$908. She is working on the winter newsletter stories will include the Land Conservation Award, VDACS grant, and the latest easement closings. Ms. Cardillo presented a new idea of the Authority hosting a symposium or panel discussion on the tax benefits of conservation easements or other such topics. Members agreed it might be good to host with another organization such as the Piedmont Environmental Council. This will be discussed in more detail at the March meeting. Ms. Cardillo then presented a website demo, showing members what she has been working on for the new website. Members agreed the content and visual presentation was very good. Ms. Cardillo hopes to have the site live in March.

Easement Donation/Purchase

a. Coleman – DUR purchase - Alida Coleman has applied to the easement authority for approval of an easement DUR purchase. The property is located at 1805 Wrights Mill Road just north of the intersection of Wrights Mill and Russell Roads. The property is identified by Tax Map# 6-A-6. It consists of 23 acres with 1 existing pre-1980 house and 1 DUR. The applicant proposes to retire the remaining DUR. The property meets 2 of the 4 criteria. The property resource score is 54.2. The applicant is retiring 1 DUR. It is not adjacent to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, having frontage on the Opequon Creek, and having a house built in 1925 that is eligible to be a contributing structure in a future rural historic district. On motion of Mr. Engel, seconded by Ms. Thomas members gave preliminary approval and requested staff to schedule a site visit.

b. Rowland – DUR purchase or donation - Katharine Rowland has applied to the easement authority for approval of an easement donation or DUR purchase. The property is located at 3264 Millwood Road approximately 1 mile east of the intersection with Bishop Meade Road. The property is identified by Tax Map# 30-A-21A6. It consists of 29.9 acres with 1 existing pre-1980 house and 2 DURs. The applicant proposes to retire one or both of the remaining DURs. The property meets 2 of the 4 criteria. The

property resource score is 62.3. The applicant is retiring 1 or 2 DURs. It is not adjacent to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, having frontage on Millwood Road, a state designated scenic byway, and having a house built in 1904 that is a contributing structure in the Greenway Rural Historic District. On motion of Ms. Jones, seconded by Ms. Thomas members gave preliminary approval and requested staff to schedule a site visit.

Adjournment There being no further business, Ms. Jones moved and Ms. Thomas seconded that the Authority adjourn the meeting. The next meeting is scheduled for Thursday March 21st at 10:00 am but Ms. Teetor is unable to attend that date therefore members agreed to meet Thursday March 28th at 10:00 am. The motion was approved unanimously.

Randy Buckley, Chair

Alison Teetor, Clerk to the Authority

JAS - B Bennett
Through 03/25/2019

FY2019

Fund 235 - Conservation Easement Balances

SOY FY19 -

Fiscal Year 2019

	Total Fund Balance	Donations	Stewardship Account	Local Funds
July Rev/AR	261,277	70,443	116,530	74,304
July Exps/AP		220	85	0
Aug Rev/AR		-1,115	0	0
Aug Exps/AP		125	85	0
Sept Rev/AR		-1,200	-2,220	0
Sept Exps/AP		1,420	82	0
Oct Rev/AR		-6,242	-207	0
Oct Exps/AP		2,760	120	-2,019
Nov Rev/AR		-2,038	0	0
Nov Exps/AP		1,450	44,906	-65,620
Dec Rev/AR		-2,618	-11,894	33,695
Dec Exps/AP		10,921	152	-309
Jan Rev/AR		-3,013	0	0
Jan Exps/AP		7,770	177	-123
Feb Rev/AR		-36	0	0
Feb Exps/AP		54	5,947	-413,555
Mar Rev/AR		-11,354	0	0
Mar Exps/AP		303	0	-530
YTD Rev/AR	110,273	25,024	51,555	33,695
YTD Exps/AP	526,478	30,002	14,321	482,155
Adjustments	96		96	
YTD FUND BALANCE (AR & AP)	-154,832	65,465	153,859	-374,156

Brenda Bennett:
Accts Rec-VDACS, Sprouse=31,104
Land Use Rollback Tax=2,590.56

Brenda Bennett:
To offset 1/2 of expense of
\$11,894 from November

VDACS

86,950.00 Expires 12/31/2018 (FY2017)
61,615.23 Expires 12/31/2019 (FY2018)
75,738.77 Expires 12/31/2020 (FY2019)
224,304.00
-31,104.00
-52,938.00 estimated
140,262.00 AVAILABLE Estimated YTD BALANCE-VDACS

Anticipated Easement Closings:

Randy Sprouse-CLOSED-Actual Exps above
Opeuon Cattle Company - Estimated revenue

ESTIMATED YTD FUND BALANCE

109,855 65,465 153,859 -109,469

FY19 Expenditure Appropriations

	Funds/Donations	Actual Expenses	Remaining
General Expenses	45,000	148,061	-103,061
Randy Sprouse	60,000	60,792	-792
Opeuon Cattle Company	317,625	317,625	
	422,625	526,478	-103,853

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

Through Mar. 25, 2019
Conservation Easement Expense Detail - FY19

	Donations	Stewardship	Local Funds
<u>July</u>	25.00 Downstream Pjt = Domain name renewal CEA 90.00 Clarke County Ruritan Club 1,000.00 CCHS -Program Ad, Athletic Dept <u>1,115.00</u>		<u>0.00</u>
<u>August</u>	800.00 Robin Couch Cardillo - Svcs for July 400.00 Clarke County Fair - Sponsorship/Pig Scramble <u>1,200.00</u>	1,000.00 Robert Bayne Gordon-inspections 1,000.00 Sophia Dorsey-inspections 220.18 Robert Bayne Gordon-mileage <u>2,220.18</u>	<u>0.00</u>
<u>Sept</u>	1,440.00 Robin Couch Cardillo - Svcs for CEA photo contest 1,800.00 Ace Photo-Gift Certificates for photo contest 500.00 Gloria Marconi Illustration & Design 750.00 Rick Elrod-Reimbursement of commercial appraisal 136.00 Winchester Printers-CEA Banner 411.31 Winchester Printers-process mailing and postage 120.00 Winchester Printers-reception invite 1,084.53 Winchester Printers-Summer 2018 newsletter <u>6,241.84</u>	206.99 Sophia Dorsey-mileage <u>206.99</u>	<u>0.00</u>
<u>Oct</u>	1,587.79 Robin Couch Cardillo - CEA Services 450.00 Gloria Marconi Illustration-Fall '18 Newsltr <u>2,037.79</u>	<u>0.00</u>	175.00 Samuel D Shumate-Title Exam 1,694.00 Winchester Title Co-Title Exam 150.00 John R Friant-Title Search <u>2,019.00</u>
<u>Nov</u>	960.00 Robin Couch Cardillo-CEA Services 811.07 BMS Direct 846.61 BB&T-Planning signs & Josephine School <u>2,617.68</u>	11,894.00 UVA - Comm Svcs Study <u>11,894</u>	327.50 Hall, Monahan, Engle-Legal Svcs Nov '18 4,500.00 Appraisal Rpt-Opequon Cattle Co 60,792.00 CE purchase - Henry Sprouse <u>65,619.50</u>
<u>Dec</u>	200.00 Gloria Marconi Illustration-2018 year end 505.00 Winchester Printers-CEA Notecards 905.50 Robin Couch Cardillo-Yr End appeal ltr & thank you 560.00 Robin Couch Cardillo-CEA Services 842.88 Winchester Printers-2018 Annual appeal ltr <u>3,013.38</u>	<u>0</u>	309.00 Winchester Title Co-Sprouse <u>309.00</u>
<u>Jan</u>	13.04 Postage 23.00 Crown Trophy-CEA Award <u>36.04</u>	<u>0</u>	122.50 Hall, Monahan, Engle-Legal Svcs-Dec '18 <u>122.50</u>
<u>Feb</u>	10,000.00 Hall, Monahan, Engle-CE purch. Opequon 930.97 Robin Couch Cardillo-Award luncheon 423.02 Staples <u>11,353.99</u>	<u>0</u>	413,555.00 Hall, Monahan, Engle-CE purch. Opequon <u>413,555.00</u>
<u>Mar</u>	1,840.00 Robin Couch Cardillo 450.00 Gloria Marconi Illustration-Winter newsletter 96.00 BB&T - Wordpress <u>2,386.00</u>	<u>0</u>	530.00 Hall, Monahan, Engle-Legal Svcs-Feb '19 <u>530.00</u>
YTD Totals	<u>Donations</u> <u>30,002</u>	<u>Stewardship</u> <u>14,321</u>	<u>Local Funds</u> <u>482,155</u>



ROBIN COUCH CARDILLO

March 25, 2019

Clarke County Conservation Easement Authority
Fundraising and Public Relations Report
March 2019 meeting

Donor Statistics

See attached Master Report

- 2019 total: \$958 from 13 donations

Ongoing

-Spring newsletter

- In process (Shockey easement, summit, map of easements)

-Conservation Easement Summit

- Summit objective/content (educating prospective easement landowners? introductory info?)
- Speakers: keynoter (Winkie?), landowner perspective, easement holders, attorneys, roundtable
- Timing (late may/early June; half day?)
- Location
- Promotion/sponsors

-Website

- Revisions in process

MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: March 14, 2019
SUBJECT: Application for easement DUR purchase – Alida Coleman

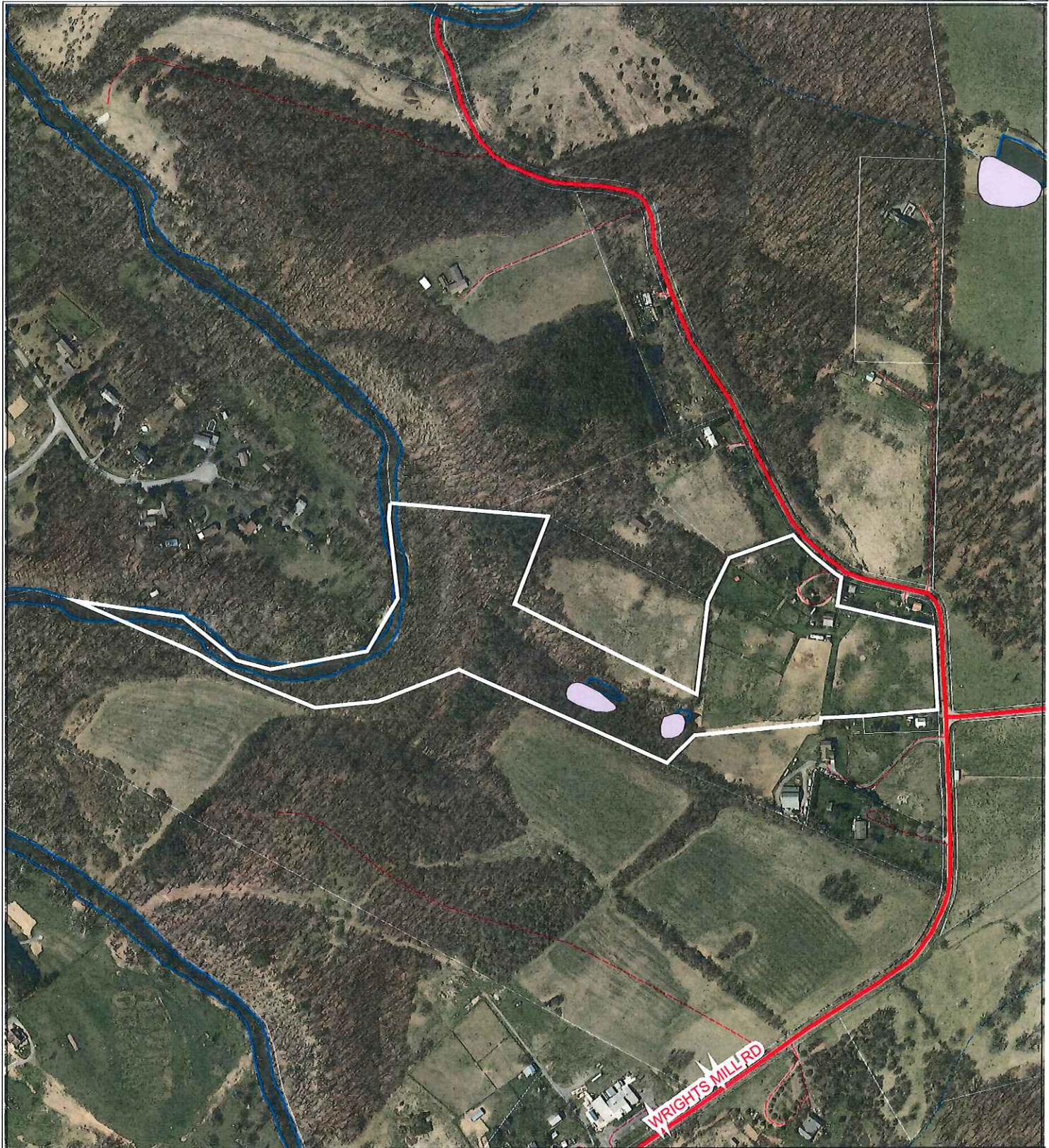
Alida Coleman has applied to the easement authority for approval of an easement DUR purchase. The property is located at 1805 Wrights Mill Road just north of the intersection of Wrights Mill and Russell Roads. The property is identified by Tax Map# 6-A-6. It consists of 23 acres with 1 existing pre-1980 house and 1 DUR. The applicant proposes to retire the remaining DUR.

The parcel is zoned AOC and is currently not in use value taxation, but is eligible, in accord with the Commissioner of Revenue's requirements, then a purchase may be considered if at least two of the following four guidelines are met:

- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

The property meets 2 of the 4 criteria. The property resource score is 54.2. The applicant is retiring 1 DUR. It is not adjacent to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, having frontage on the Opequon Creek, and having a house built in 1925 that is eligible to be a contributing structure in a future rural historic district. A site visit was conducted on February 27th.

Recommendation
Give final approval.



Alida Sheehan
TM# 6-A-6, 23 acres, 1 DUR, 1 exp.



Clarke County GIS
 March 1, 2017



- - - Intermittent Stream
- Perennial Stream
- Public Road
- - - Private Road
- Parcel Boundary

Location Map



MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: March 14, 2019
SUBJECT: Application for easement donation or DUR purchase – Katharine Rowland

Katharine Rowland has applied to the easement authority for approval of an easement donation or DUR purchase. The property is located at 3264 Millwood Road approximately 1 mile east of the intersection with Bishop Meade Road. The property is identified by Tax Map# 30-A-21A6. It consists of 29.9 acres with 1 existing pre-1980 house and 2 DURs. The applicant proposes to retire one or both of the remaining DURs.

The parcel is zoned AOC and is currently in use value taxation, in accord with the Commissioner of Revenue's requirements, then a donation may be considered if at least two of the following four guidelines are met:

- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

The property meets 2 of the 4 criteria. The property resource score is 62.3. The applicant is retiring 1 or 2 DURs. It is not adjacent to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, having frontage on Millwood Road, a state designated scenic byway, and having a house built in 1904 that is a contributing structure in the Greenway Rural Historic District. A site visit was conducted February 27th. Ms. Rowland is waiting on the appraisal to determine how she wants to proceed

Recommendation
Give final approval.



Katharine Rowland
 Tax Map# 30-A-21A
 29.9 acres, 1 ext. house, 2 DURs



400 200 0 400 Feet



Clarke County GIS
 February 12, 2019



-  Conservation Easement
-  Intermittent Stream
-  Perennial Stream
-  Public Road
-  Private Road

Location Map



Aerial Imagery 2015 Commonwealth of Virginia