

CLARKE COUNTY
Conservation Easement Authority
THURSDAY – 20 SEPTEMBER 2018 - 10:00 am
A/B Conference Room, 2nd Floor Government Center

AGENDA

1. Approval of Agenda
2. Approval of Minutes of the meetings of 16 August 2018
3. Bank Account balances
4. Campaign for the Authority
5. Easement Donation/Purchase - update
 - a. Cabell Williams – new application easement donation
 - b. Randy Sprouse – new application, DUR purchase
 - c. RSP enterprises
 - d. Opequon Cattle Company
 - e. Callendar I, II
 - f. Elrod
6. Report on Applications for Easement Purchase
 - a. Possible Closed Session to discuss real estate
 - b. Motion to go 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 and Section 2.2-3711(A)(7) for consultation with legal counsel regarding specific legal matters requiring the providing of legal advice.
7. Other
8. Adjournment - next meeting – Thursday October 18th 10 am

CLARKE COUNTY
Conservation Easement Authority
draft Minutes – 16 August 2018 draft

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 16 August 2018, in the A/B conference room, 2nd Floor Government Center.

Present: M. Jones, G. Ohrstrom, R. Buckley, R. Bacon, P. Engel
Absent: W. Thomas, B. Byrd
Staff: A. Teetor

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

Minutes On motion of Ms. Jones, seconded by Ms. Bacon, the Authority unanimously voted to approve the minutes of July 19, 2018.

Bank Account: Ms. Teetor reviewed the financial spreadsheets. Current fund balances show a total fund balance of \$260,228 consisting of \$69,398 in the donations account, \$116,526 in stewardship, and \$74,304 in local funds. The expenses in July included the sponsorship of the CCHS and Fair Schedule ad.

Public Relations: Ms. Cardillo stated that donations continue to come in and the amount collected to date this year is consistent with previous years. The judging for the photo contest was held yesterday and winners will be announced next week. In all 36 photographers entered submitting 123 photographs. She suggested that members send a thank you note to Mr. Garrett for judging. The County fair is this week and Ms. Cardillo set up a table with the map and other information about the Authority. Based on the sponsorship the banner was put up in the arena area along with public service announcements during the pig scramble. She is finalizing the summer newsletter that will include a profile of Joe and Denise Sipe along with articles about the hawk watch sign, the summer interns, and a new date for the donor reception. She stated that she and Ms. Teetor met with Cathy Kuehner, the Public Relations Director, and discussed the website and facebook page. Ms. Cardillo has some ideas on how to freshen up the appearance of the website. Regarding the facebook page, last month after discussion with Ms. Kuehner, there was discussion of deleting the facebook page due to lack of posting. After further discussion, on motion of Mr. Engel, seconded by Ms. Bacon, members approved deleting the facebook site. Posts will be shared on the County facebook page – Clarke County, Virginia.

Easement Donation/Purchase

There are no new applications but Ms. Teetor provided an update as to the active easement applications.

- a. RSP Enterprises – a ALE grant application for a 215 acre portion of Smithfield farm. Ms. Teetor is preparing the application for the August 31st submission deadline.
- b. Opequon Cattle Company – an approved ALE grant application, Mr. Arkfeld, owner is reviewing the draft deed of easement.
- c. Callander I & II – Mr. Shockey spoke with Ms. Teetor and expressed concern about the requirements regarding preservation of many of the historic structures on the Walnut Hall tract (Callendar II). Members agreed that considering the size of the properties being donated in addition to the number of

development rights being retired, if protection was afforded to the main house and not the tenant houses, accessory structures, or barns they would approve the donation. Ms. Teetor will continue to work with the Shockey's to prepare the final deeds of easement for recordation.

e. Rick Elrod – the property is located off of Rt. 7 on Rock Gate Lane. Ms. Teetor has been working with his 2 lenders to gain subordination so that the easement can be recorded. One has approved the easement, the second approval should be forthcoming in the next couple of weeks.

f. Peter and Melanie Hitchen have withdrawn their application for easement as the property is under contract. Potentially the new owner may be interested in recording an easement but staff has not been contacted by them.

Adjournment There being no further business, Ms. Rives moved and Mr. Engel seconded that the Authority adjourn the meeting. The next meeting is scheduled for Thursday September 20th at 10:00 am. The motion was approved unanimously.

Randy Buckley, Chair

Alison Teetor, Clerk to the Authority

Fund 235 - Conservation Easement Balances

FY18 NOT FINAL YET

EOY FY18 - Estimated

Fiscal Year 2019

	Total Fund Balance	Donations	Stewardship Account	Local Funds
July Rev/AR	259,243	68,413	116,526	74,304
July Exps/AP		1,975	85	
Aug Rev/AR		-1,115	0	0
Aug Exps/AP		125		
Sept Rev/AR		-1,200	-2,220	0
Sept Exps/AP		-3,740	0	0
Oct Rev/AR		0	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
YTD Rev/AR	2,185	2,100	85	0
YTD Exps/AP	8,275	6,055	2,220	0
Adjustments	0			
YTD FUND BALANCE (AR & AP)	253,153	64,458	114,391	74,304

VDACS

86,950.00 Expires 12/31/2018 (FY2017)

61,615.23 Expires 12/31/2019 (FY2018)

148,565.23

ESTIMATED YTD BALANCE 253,153 64,458 114,391 74,304 AVAILABLE Estimated YTD BALANCE-VDACS 148,565.23

Anticipated Easement Closings:

	Local	Appropriated Balance
FY19 Expenditure Appropriations	Funds/Donations	Actual Expenses
General Expenses	45,000	8,275
		Remaining
	45,000	36,725
	8,275	36,725

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

Through Sept. 12, 2018 **NOT FINAL 2018 YET**
Conservation Easement Expense Detail - FY19

	Donations	Stewardship	Local Funds
<u>July</u>	25 Downstream Pjt = Domain name renewal CEA 90 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 <u>3,740.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Oct</u>		<u>0.00</u>	<u>0.00</u>
Nov		<u>0.00</u>	<u>0.00</u>
Dec		<u>0.00</u>	<u>0.00</u>
YTD Totals	Donations <u><u>6,055</u></u>	Stewardship <u><u>2,220</u></u>	Local Funds <u><u>0</u></u>



ROBIN COUCH CARDILLO

September 14, 2018

Clarke County Conservation Easement Authority
Fundraising and Public Relations Report
September 2018 meeting

Donor Statistics

See attached Master Report

- 2018 total to date: \$11,090.20 from 68 donations

Ongoing

-Photo contest

- Barns of Rose Hill exhibit – “Clarke’s Great Outdoors Book Signing and Art Show Opening Reception,” Oct 5, 7 pm (show closes Oct 26)
- Framing winning photos
- Package new cards to sell?

-Rescheduled thank-you reception for donors and easement landowners

- Friday, October 12 – review what’s needed onsite
- Revised invitations mailed

-Fall newsletter

- Topics: Recap of donor reception, piece on lack of grant funding and gap it leaves, other?

-Media/public relations

- Two updated banners available

-Website

- Working on first draft of website

Fundraising Results: Clarke County Conservation Easement Authority

As of September 14, 2018

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Amount	\$13,345	\$19,090	\$20,871	\$25,649	\$26,396	\$25,843	\$23,530	\$42,266	\$36,260	\$57,356.00	\$24,778.00	\$26,101.00	\$11,090.20
# Donations	115	161	208	209	203	195	181	200	169	158	164	169	68
YE Donor Appeal	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
YE Donor Appeal Amount	\$8,465	\$8,310	\$8,477	\$10,134	\$8,376	\$12,815	\$7,250	\$15,706	\$17,635	\$47,003	\$15,665	\$7,577	
Donor Respondents	73	59	87	86	76	68	50	69	51	61	47	48	
YE Prospect Amount	\$2,115	\$2,115	\$425				\$40		\$1,650	\$104	\$25	\$325	
Prospect Respondents		24	7				1		3	2	1	3	
Winter Newsletter	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Dollar Amount	\$2,700	\$2,700	\$2,074	\$5,820	\$2,810	\$2,520	\$3,415	\$1,975	\$3,705	\$3,420	\$2,725	\$2,810	\$1,600
Respondents	23	19	23	27	32	21	32	39	26	25	29	39	29
Spring Newsletter	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Donor: Dollar Amount	\$3,775	\$455	\$2,074	\$5,820	\$2,810	\$2,520	\$3,415	\$1,975	\$3,705	\$3,420	\$2,725	\$2,810	\$1,600
Donor: Respondents	35	5	19	38	26	27	32	28	26	27	19	23	15
taxpayer Spring Newsletter: Dollar Amt	\$2,200	\$2,200	\$940	\$460	\$450	\$825	\$765	\$165	\$1,380	\$100	\$75	\$1,150	\$550
taxpayer Spring Newsletter: Respondents	16	16	19	10	4	11	5	4	9	1	3	8	3
Summer Newsletter	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Dollar Amount	\$2,370	\$2,370	\$2,020	\$1,330	\$1,883	\$2,735	\$1,580	\$5,040	\$3,215	\$1,927	\$2,115	\$3,110	\$50
Respondents	20	20	27	22	33	26	21	22	27	22	28	20	1
Fall Newsletter	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Donor: Dollar Amount	\$2,210	\$2,210	\$765	\$250	\$7,300	\$2,946	\$4,630	\$2,660	\$2,325	\$1,250	\$600	\$3,870	
Donor: Respondents	12	12	5	7	25	26	30	27	14	3	6	11	
Taxpayer Fall Newsletter: Dollar Amt	\$1,430	\$1,430	\$90	\$1,405	\$65	\$605	\$715	\$240	\$760		\$325	\$1,200	
taxpayer Fall Newsletter: Respondents	25	25	4	8	2	8	9	5	5		5	4	
Over the Transom	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Dollar Amount	\$3,380	\$3,380	\$3,380	\$4,175	\$1,900	\$868	\$1,457	10,500	\$1,550	\$257	\$362	\$2,230.00	\$3,970
Donor Respondents	17	17	17	11	5	6	2	2	2	3	12	7	17
Donor Thank-You Party	2006												
Dollar Amount	\$1,105												
Donor Respondents	6							4	6	14	14	6	
Photo Revenue					\$747	\$57	\$67			\$	\$	\$	\$304
Notecards													
Gift-in-Kind (admin work donated by Kate Petranec)						\$346	\$473	\$469					

MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: September 14, 2018
SUBJECT: Application for easement donation – Cabell Williams

Cabell Williams has applied to the easement authority for approval of an easement donation for 3 parcels. The properties are located at 960 Bishop Meade Road. The parcels surround Carter Hall and were recently purchased by Mr. Williams from Project Hope. The properties area as follows:

Tax Map#	acres	DURs	ext. dwl.	Property Res. Score	land use	#criteria
30-A-16	5	0	1	46	no	2
30-A-16A	22	2	0	60	yes	3
30-A-30	83	4	0	64	yes	4

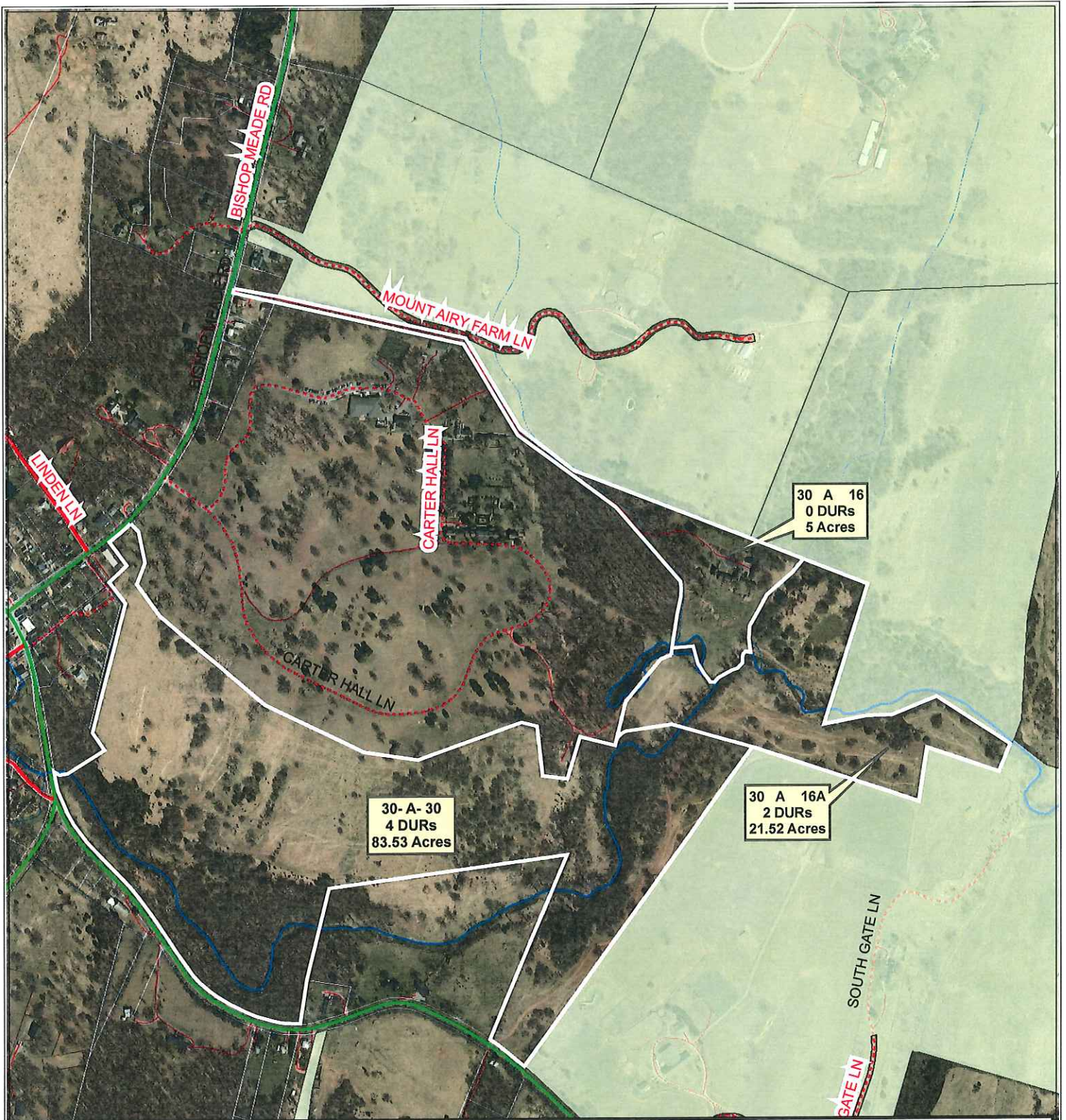
The parcels are zoned AOC all but 30-A-16 are in use value taxation, therefore in accord with the Commissioner of Revenue's requirements, then an easement donation may be considered if at least two of the following four guidelines are met:

- 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.

All the properties meet the criteria for donation. As shown on the attached map Spout Run extends along or within a 3 parcels, TM# 30-A-30 is adjacent to Millwood Rd. which is a scenic byway, TM# 30-A-16 has the house known as Apple Hill which is a contributing structure in the Greenway Rural Historic District, and all are adjacent to existing easements. The application just came in this week and it is anticipated that TM# 30-A-16A will retire 1 DUR, and TM# 30-A-30 has 4 DUR's and I am estimating that he will retire 2 but this will be confirmed prior to the meeting.

Recommendation

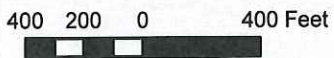
Give preliminary approval and schedule a site visit.



George C. Williams



September 13, 2018
Clarke County GIS



- Conservation Easement
- Parcel Boundary
- Intermittent Stream
- Perennial Stream
- Public Road
- Private Road
- Scenic Byway

Location Map



MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: August 30, 2018
SUBJECT: Application for easement DUR purchase – Randy Sprouse

Randy Sprouse has applied to the easement authority for approval of an easement DUR purchase. The property is located at 470 Dearmont Hall Lane off Gun Barrel Rd. approximately 2/10 of a mile south of John Mosby Highway (Route 50). The property is identified by Tax Map# 20-1-8A & 8B. It consists of two parcels one vacant 5-acre parcel with 1 DUR and a 10 acre parcel with an existing house. The applicant proposes to retire the remaining DUR and merge the two parcels.

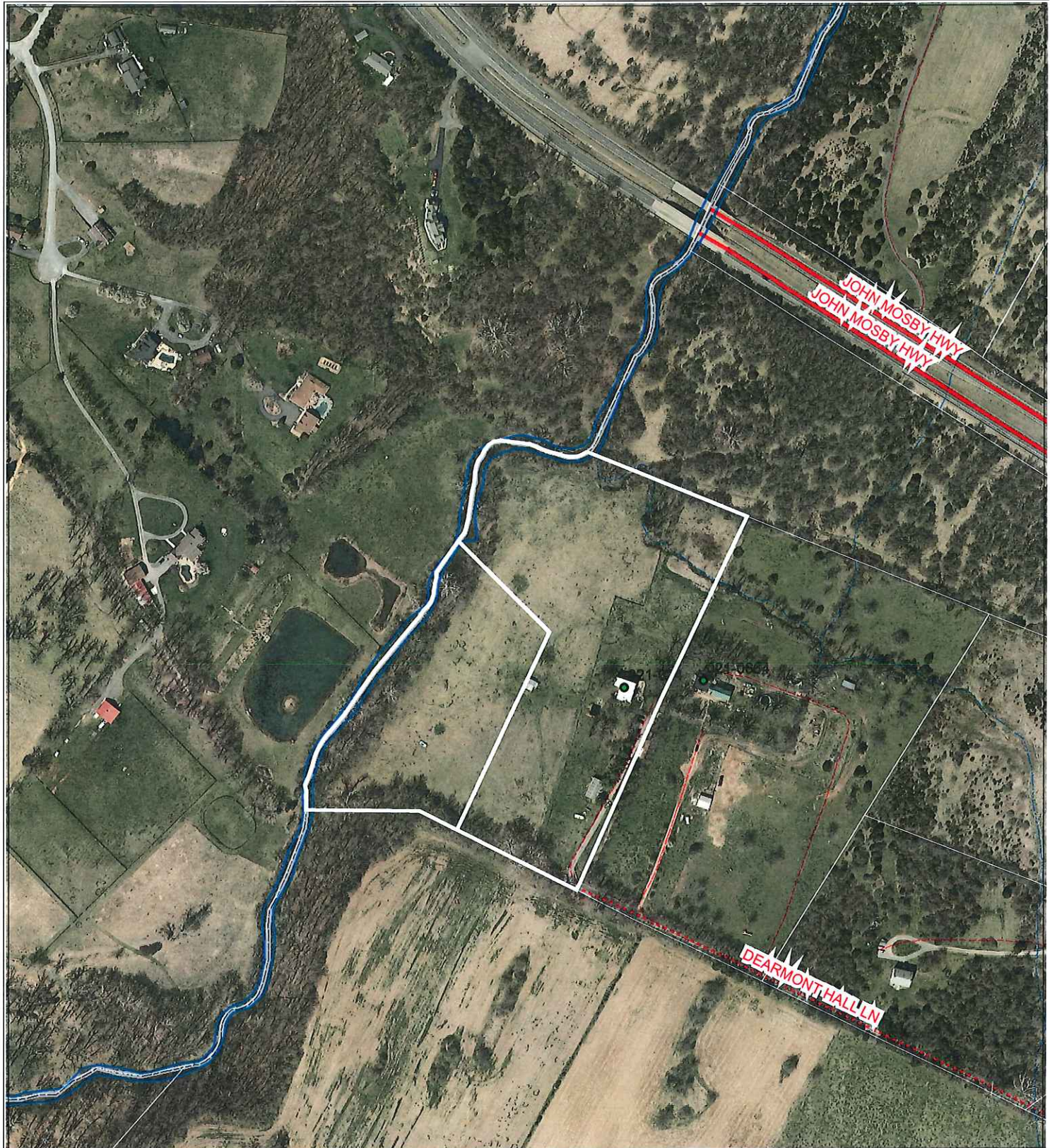
The parcel is zoned AOC and is not currently in use value taxation, but is eligible for use value taxation, in accord with the Commissioner of Revenue's requirements, then a purchase may be considered if at least two of the following four guidelines are met:

- 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.

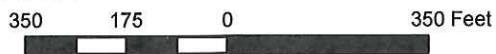
The property meets 2 of the 4 criteria. The property resource score is 61. The applicant is retiring 1 DUR. It is not adjacent to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, having frontage on the Opequon Creek, having a structure that is eligible as a contributing in a future rural historic district, and being within the groundwater recharge area.

Recommendation

Give preliminary approval and schedule a site visit.



Henry R. Sprouse
 TM# 20-A-8B, 15 acres,
 1 exempt., 1 DUR



Clarke County GIS
 August 28, 2018



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

Location Map

