

**CLARKE COUNTY**  
**Conservation Easement Authority**  
THURSDAY – 19 JANUARY 2017 - 11:30 AM  
**Camino Real Restaurant, 16 Crow Street, Berryville, VA**  
**AGENDA**

1. Call to Order - staff
2. Election of Officers
  - a. Chair (currently Randy Buckley)
  - b. Vice Chair (currently George Ohrstrom)
  - c. Secretary/Treasurer (currently Pete Engel )
3. Approval of Agenda
4. Approval of Minutes of the meetings of 14 December 2016
5. Bank Account balances
6. Campaign for the Authority
7. Easement Donation/Purchase – attached spreadsheet detail active applications
  - a. Dillon – New application easement DUR purchase
8. Report on Applications for Easement Purchase  
*Possible Closed Session to discuss real estate*  
*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.*
9. Adjournment to annual awards luncheon  
- next meeting – Thursday February 16<sup>th</sup> 10 am

**CLARKE COUNTY**  
**Conservation Easement Authority**  
**draft Minutes – 14 December 2016** **draft**

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Wednesday, 14 December 2016, in the A/B Conference Room, 2<sup>nd</sup> Floor Government Center.

**Present:** R. Buckley, B. Byrd, G. Ohrstrom, P. Engel, L. Wallace  
**Absent:** W. Thomas, M. Jones  
**Staff:** A. Teetor, R. Couch Cardillo, Brandon Stidham

**Call to Order:** Mr. Buckley, Chair, called the meeting to order at 10:00 a.m.

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

**Minutes** On motion of Ms. Wallace, seconded by Mr. Ohrstrom, the Authority unanimously voted to approve the minutes of November 17, 2016.

**Bank Account:** Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$178,375 consisting of \$75,907 in the donations account, \$96,411 in stewardship, and \$6,056 in local funds. The public hearing appropriating funds for the Digges and Cool Spring Farm easement purchases will be held Tuesday December 20<sup>th</sup> in the evening. Members are encouraged to attend and support the appropriation.

**Public Relations:** Ms. Cardillo provided an update on the donations to date, so far a total of 114 donors have contributed \$9,058 in 2016, in all there are more donors but each is giving less than in previous years. Next was a discussion on the annual award. Members had previously agreed that an award should be given to the pioneers of Sliding Scale zoning. These included Bob Lee, Margaret Maizel, and A.R. 'Pete' Dunning. They would each be awarded a framed statement describing the significance of the innovating approach to zoning. Ms. Cardillo has scheduled January 19<sup>th</sup> for the award ceremony to be held at Camino Real. Ms. Cardillo will develop an invitation and contact the press. An additional banner has been purchased for display at the fairground fence across from the Park entrance. Ms. Cardillo also asked members if other environmental organizations might be willing to allow use of their media outlets for press releases. Several suggestions including the Piedmont Environmental Council and various Hunt Club publications were mentioned.

**Easement Donation/Purchase**

Ms. Teetor provided a spreadsheet outlining the current active applications.

- a. Dillon - Rebecca and Neal Dillon have applied for a DUR purchase. The Dillons had applied a couple of times in the past but decided not to pursue the easement. After discussion, on motion of Mr. Engel, seconded by Mr. Ohrstrom, members gave preliminary approval and asked staff to schedule a site visit.
- b. William Bowen – Mr. Bowen has reapplied for an easement donation. He did not record previously due to financing issues. As members had previously conducted a site visit and this is a donation, on motion of Ms. Wallace, seconded by Mr. Ohrstrom, members gave final approval for the easement donation.

**Adjournment** There being no further business, Ms. Jones moved and Mr. Ohrstrom seconded that the Authority adjourn to the next meeting is scheduled for Thursday January 19<sup>th</sup> at 10:00 am. The motion was approved unanimously.

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Randy Buckley, Chair

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Alison Teetor, Clerk to the Authority

**CONSERVATION EASEMENT AUTHORITY**

**2017**

**3rd Thursday of every month**

**A/B Meeting Room, 101 Chalmers Court, 2<sup>nd</sup> Floor**

**10:00 a.m.**

**January 19**

**February 16**

**March 16**

**April 20**

**May 18**

**June 15**

**July 20**

**August 17**

**September 21**

**October 19**

**November 16**

**December 21**

**January 18, 2018**

**Please note:**

**These dates may be subject to change.**

JAS - B Bennett  
 Through 01/11/2017  
**Fund 235 - Conservation Easement Balances**

EOY 2016 Fiscal Year 2017	Total Fund Balance	Donations	Stewardship Account	Local Funds
July Rev/AR	259,135	160,259	86,478	12,398
July Exps/AP		400	33	0
Aug Rev/AR		-50	0	0
Aug Exps/AP		1,340	33	-8,248
Sept Rev/AR		-2,115	-2,160	
Sept Exps/AP		714	32	82,427
Sept Exp Moore & Dorsey Inc purchase		-1,949	0	-208
Oct Rev/AR		-81,020		-81,020
Oct Exps/AP		432	12,093	1,589
Nov Rev/AR		-2,258	0	-453
Nov Exps/AP		1,025	32	4,456
Dec Rev/AR		-790	0	-2,815
Dec Exps/AP		5,516		147,822
Dec Exp Susan Digges & Digges Farm purchase		-1,762	0	-2,195
Jan Rev/AR		-32,225		-138,670
Jan Exps/AP		9,050	0	314,789
Jan Exp Cool Spring Farm purchase		-1,544		
YTD Rev/AR	581,785	18,478	12,223	551,084
YTD Exps/AP	676,481	129,451	2,160	544,870
Adjustments	0			
<b>YTD FUND BALANCE (AR &amp; AP)</b>	<b>164,439</b>	<b>49,285</b>	<b>96,542</b>	<b>18,612</b>

These beginning balances not final yet

**Brenda Bennett:**  
 Acts Rec for Moore & Dorsey easements (VDACS)

**Brenda Bennett:**  
 Land Use rollback tax

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 Land Use rollback tax

**Clarke County:**  
 Land Use rollback tax - \$8,097  
 Acts Rec for Digges Farm- \$90,334.50  
 Acts Rec for Susan Digges- \$49,390.50

**Clarke County:**  
 Land Use rollback tax - \$3,527  
 Est. Acts Rec for Cool Spring Farm - \$311,262

**VDACS**  
 101,322.82 Expires 12/31/2017 (FY2015)  
 42,319.18 Expires 12/31/2018 (FY2016)  
**143,642.00**  
 -82,427.48  
 -5,738.00 estimated  
 -20,084.50  
 -12,140.50

**Anticipated Easement Closings:**  
 Moore & Dorsey Inc (Approp 07/2016)-CLOSED-Actual EXPS above  
 Cool Spring Farm, Mike Cassidy -scheduled to close Mid JAN  
 Digges Farm LLC -CLOSED- Actual EXPS above  
 Susan Digges -CLOSED- Actual EXPS above

ESTIMATED YTD BALANCE 164,439 49,285 96,542 18,612 23,251.52 AVAILABLE Estimated YTD BALANCE-VDACS

FY16 Expenditure Appropriations	Local Funds	Actual Expenses	Appropriated Balance	Remaining
General Expenses	30,000	26,546	3,454	
Moore & Dorsey Inc - closed in Sept	160,000	162,040	-2,040	
Cool Springs -To close in mid January	317,100	317,000	100	
Susan Digges Appraisal - closed in Dec	70,500	65,010	5,490	
Digges Farm Appraisals - closed in Dec	111,375	105,885	5,490	
	688,975	676,481	12,494	

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

Through Jan 11, 2017  
 Conservation Easement Expense Detail - FY17

	Donations	Stewardship	Local Funds
July	25.00 Downstream Project-Domain Reg/Renewal 25.00 Downstream Project-Domain Reg/Renewal <b>50.00</b>		
August	9.08 Pitney Bowes 450.00 Gloria Marconi-Summer '16 Newsletter 640.00 Robin Cardillo-Svcs for CEA 300.00 Clarke Co Ruffan-Fair Sponsorship 580.00 Winchester Printers-Envelopes 136.00 Winchester Printers-CCEA Banner <b>2,115.08</b>	2,000.00 M. Mcguigan-Inspection 45.90 M. Mcguigan-Mileage 113.94 M. Mcguigan-Mileage <b>2,159.84</b>	447.50 Hall, Monahan-Legal Svcs July 2016 3,000.00 Myers & Woods-Apprsl rpt-Cool Springs Farm 3,000.00 Dunn Land Surveys-Boundary Srvy Cool Springs 1,800.00 Boykin Realty Appraisal-Cool Springs Farm <b>8,247.50</b>
Sept	946.63 Robin Cardillo-Svcs for CEA 1,002.73 Winchester Printers-Newsletter & postage 81,020.00 Hall Monahan -Moore & Dorsey, Inc Purchase <b>82,969.36</b>		207.50 Hall, Monahan-Legal Svcs Aug 2016 81,020.00 Hall Monahan -Moore & Dorsey, Inc Purchase <b>81,227.50</b>
Oct	20.20 Postage 1,000.00 Donation to CCHS 720.00 Robin Cardillo-Svcs for CEA 68.00 Winchester Printers-CCEA Banner 450.00 Gloria Marconi-Fall '16 Newsletter <b>2,258.20</b>		452.50 Hall, Monahan-Legal Svcs Aug 2016 <b>452.50</b>
Nov	790.04 <b>790.04</b>		2,815.00 Hall, Monahan-Legal Svcs Oct 2016 <b>2,815.00</b>
Dec	200.00 Gloria Marconi - End of Yr. appeal letter 439.75 BB&T - PA & CEA Items 68.00 Winchester Printers-CCEA Banner 1,054.10 Robin Couch Cardillo-End of Yr appeal svcs 1,761.85 <i>Sub-total</i> 12,140.50 Hall, Monahan, Engle-Susan Digges purchase 20,084.50 Hall, Monahan-Digges Farm purchase <b>33,986.85</b>		365.00 Hall, Monahan-Legal Svcs Nov 2016 300.00 Dunn Land Surveys-Susan Digges property 1,530.00 Hall, Monahan-Legal Svcs Dec 2016 2,195.00 <i>Sub-total</i> 52,869.50 Hall, Monahan, Engle-Susan Digges purchase 85,800.50 Hall, Monahan-Digges Farm purchase <b>140,865.00</b>
Jan	823.72 Winchester Printers-2016 Annual Appeal Ltr 720.00 Robin Couch Cardillo-Services for CEA 1,543.72 <i>Sub-total</i> 5,738.00 Hall, Monahan, Engle-Cool Spring Farm purchase <b>7,281.72</b>		311,262.00 Hall, Monahan, Engle-Cool Spring Farm purchase <b>311,262.00</b>
YTD Totals	<u>Donations</u> <b>129,451</b>	<u>Stewardship</u> <b>2,160</b>	<u>Local Funds</u> <b>544,870</b>



ROBIN COUCH CARDILLO

January 12, 2017

Clarke County Conservation Easement Authority  
Fundraising and Public Relations Report  
January 2017 meeting

**Donor Statistics**

See attached Master Report

- 2016 total: \$24,778 from 164 donors

**Ongoing**

*-Publicity*

- Third Wingate Mackay-Smith Land Conservation Award
  - o Thursday, January 19, 2017; Camino Real; regular meeting at 11:00 followed by luncheon
  - o Honoring zoning pioneers: Bob Lee, Margaret Maizel, Pete Dunning, Bob Mitchell
  - o Outreach to media

*-End-of-year appeal*

- \$15,665, 48 donors
- Dissecting numbers: year-to-year comparisons

*-Notecards*

- Distribution: well-received at Modern Mercantile, Firehouse Gallery, Berryville Farm Supply
- Will revisit Locke Store, introduce to Smithfield Farm, Waterloo market,

*-Winter newsletter*

- In the works
- Stories: Land Conservation Award; review of 2016; someone to profile?

# Fundraising Results: Clarke County Conservation Easement Authority

As of January 12, 2017

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
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
# Donations	115	161	208	209	203	195	181	200	169	158	164
<b>YE Donor Appeal</b>											
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
Donor Respondents	73	59	87	86	76	68	50	69	51	61	47
YE Prospect Amount		\$2,115	\$425				\$40		\$1,650	\$104	\$25
Prospect Respondents		24	7				1		3	2	1
<b>Winter Newsletter</b>											
Dollar Amount			\$2,700	\$2,065	\$2,865	\$2,126	\$3,611	\$4,805	\$3,335	\$2,700	\$2,228
Respondents			23	27	32	21	32	39	26	25	29
<b>Spring Newsletter</b>											
Donor: Dollar Amount	\$3,775	\$455	\$2,074	\$5,820	\$2,810	\$2,520	\$3,415	\$1,975	\$3,705	\$3,420	\$2,725
Donor: Respondents	35	5	19	38	26	27	32	28	26	27	19
taxpayer Spring Newsletter: Dollar Amt		\$2,200	\$940	\$460	\$450	\$825	\$765	\$165	\$1,380	\$100	\$75
taxpayer Spring Newsletter: Respondents		16	19	10	4	11	5	4	9	1	3
<b>Summer Newsletter</b>											
Dollar Amount		\$2,370	\$2,020	\$1,330	\$1,883	\$2,735	\$1,580	\$5,040	\$3,215	\$1,927	\$2,115
Respondents		20	27	22	33	26	21	22	27	22	28
<b>Fall Newsletter</b>											
Donor: Dollar Amount		\$2,210	\$765	\$260	\$7,300	\$2,946	\$4,630	\$2,660	\$2,325	\$1,250	\$600
Donor: Respondents		12	5	7	25	26	30	27	14	3	6
taxpayer Fall Newsletter: Dollar Amt		\$1,430	\$90	\$1,405	\$65	\$605	\$715	\$240	\$760		\$325
taxpayer Fall Newsletter: Respondents		25	4	8	2	8	9	5	5		5
<b>Over the Transom</b>											
Dollar Amount			\$3,380	\$4,175	\$1,900	\$868	\$1,457	10,500	\$1,550	\$257	\$362
Donor Respondents			17	11	5	6	2	2	2	3	12
<b>Donor Thank-You Party</b>											
Dollar Amount	\$1,105										
Donor Respondents	6										
<b>Photo Revenue</b>					\$747	\$57	\$67				\$
Gift-in-Kind (admin work donated by Kate Petranec)						\$346	\$473	\$469			

## MEMORANDUM

TO: Clarke County Easement Authority  
FROM: Alison Teetor  
DATE: January 12, 2017  
SUBJECT: Request for DUR purchase – Dillon

Neal and Rebecca Dillon have requested the easement authority to consider acceptance of their property for easement purchase. The Dillon's have applied previously in 2007 and 2009. A purchase offer in 2009 of \$25,000 was not accepted by the applicant. The parcel is 28.1 acres and located off of Kimble Rd. between Stringtown and Crums Church Roads (see attached map)

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

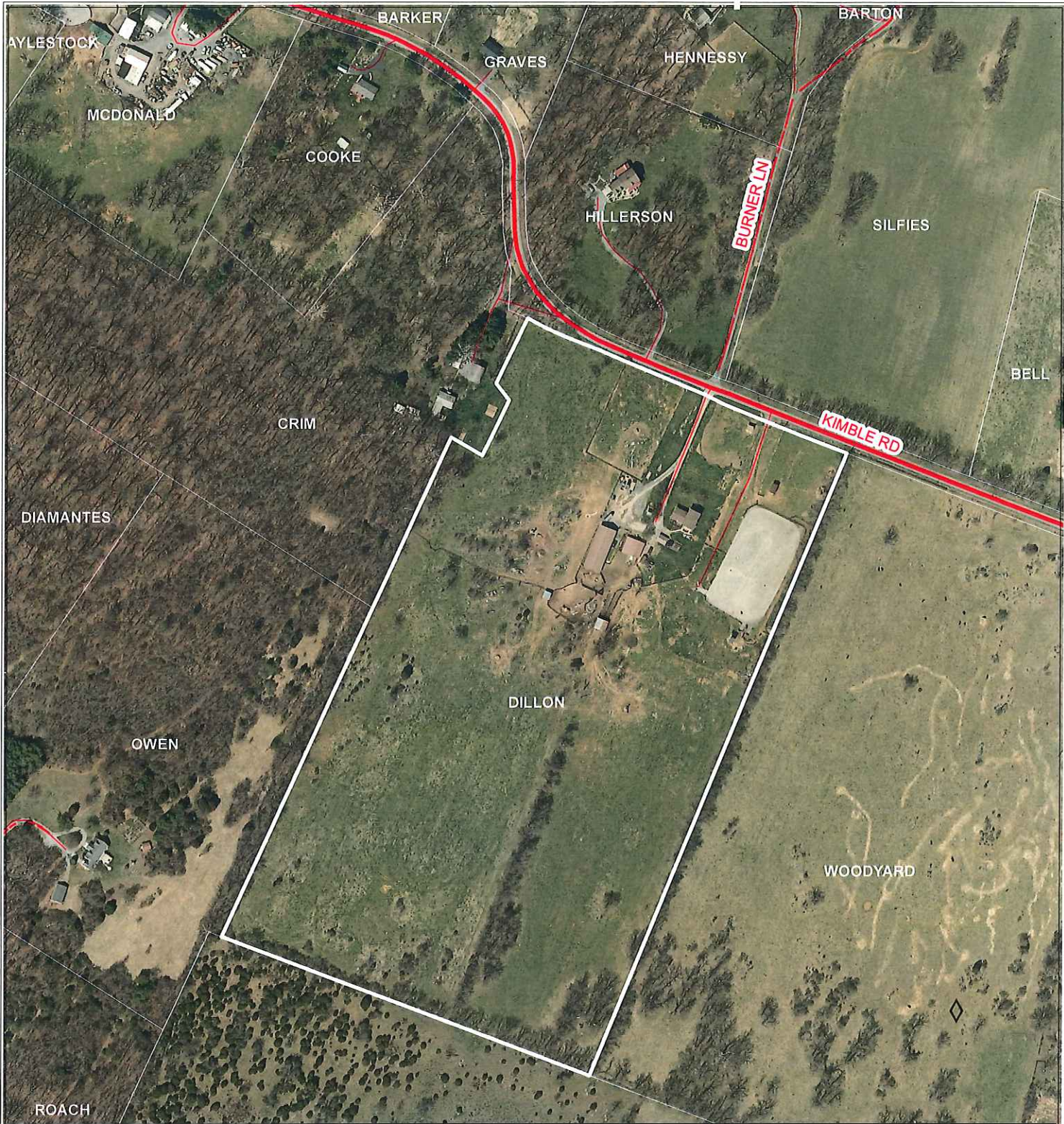
- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

In reviewing the parcel, two of the criteria have been met. The Property Resource Score is 46.47, the one remaining DUR is being extinguished, the parcel is close to the Holscher parcel but not adjacent to any existing easement, and is less than 40 acres in size. The parcel is within the groundwater recharge area. A site visit was conducted January 17<sup>th</sup>.

### **Recommendation**

Give final approval discuss purchase offer in closed session





Neal & Rebecca Dillon  
 Tax Map 8-((A))-9  
 28.1 acres, 1 DUR, 1 ext. house



December 6, 2016  
 Clarke County GIS

200 100 0 200 Feet



- Parcel Boundary
- Intermittent Stream
- Perennial Stream
- Public Road
- Private Road
- River/Lake/Pond

Location Map

