

CLARKE COUNTY
Conservation Easement Authority
THURSDAY – 19 August 2021 – 10:00 am
A/B & Main Conference Room, 2nd Floor Government Center

AGENDA

1. Approval of Agenda
2. Approval of Minutes of the meeting of 15 July 2021
3. Bank Account balances
4. Campaign for the Authority
5. Discussion – meeting time
6. Easement Donation/Purchase
 - a. Diane Sheehey – easement donation – final approval
 - b. Bradley Keister – easement donation - final approval
 - c. Doris Stimpson – recorded 7/29/21
 - d. Lizzie Moon – DUR purchase – recorded 8/5/21
 - e. RSP Enterprises – revised appraisal – discuss in closed session
 - f. Lowell Pratt – donation – final approval
7. Report on Applications for Easement Purchase
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.
8. Adjournment - next meeting – Thursday September 16th 10 am

CLARKE COUNTY
Conservation Easement Authority
draft Minutes – 15 July 2021 draft

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday 15 July 2021, in the A/B/Main conference room, 2nd Floor Government Center.

Present: R. Buckley, P. Engel, Terri Catlett, M. Jones
Absent: W. Thomas, R. Bacon
Phone in: G. Ohrstrom
Staff: A. Teetor, Robin Couch-Cardillo

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

Minutes On motion of Mr. Ohrstrom, seconded by Ms. Jones, the Authority unanimously voted to approve the minutes of June 17, 2021 with corrections. Ms. Catlett and Mr. Engel abstained.

Bank Account: Ms. Teetor reviewed the financial spreadsheets. Current fund balances show a total fund balance of \$360,512 consisting of \$114,467 in the donations account, \$216,641 in stewardship/restricted, and \$29,405 in local funds. Ms. Teetor stated that the expenses were for Ms. Cardillo's work, and legal services. Members asked about the origin of the roll back taxes, particularly the December amount that was over \$22,000. Ms. Teetor will ask the Commissioner of the Revenue about these funds.

Public Relations: Ms. Cardillo reported that donations continue to come in, to date there have been 72 donations totaling \$9,059.00. That is a little above what has been donated at this time in previous years. She reported that the photo exhibit at Long Branch will start the week of July 12th and last through August, a reception will be held mid to late August. All photos are in one room and include winners from the 2015 and 2020 photo contests. Ms. Cardillo will send out invitations to the reception once a firm date has been selected. In addition, she is preparing the summer newsletter and plans to include stories on the zero DUR policy, grants, the photo exhibit, and donor reception. The feature story is generally an easement landowner. Ms. Teetor suggested the Barbehenn's who placed a property in easement on the mountain. The article could also tie in efforts of the Blue Ridge Conservation Alliance to protect the mountain and lands adjacent to the Appalachian Trail. Ms. Cardillo may also include an article about the summer interns as a plug for next year. Ms. Catlett stated that she had spoken to the career coach at the high school who may be able to suggest the position to her students. Ms. Catlett will email Ms. Teetor her contact information. This newsletter will be published in August. Finally, Ms. Cardillo wanted to confirm with Mr. Ohrstrom that the reception can be held at this barn on October 15th. He confirmed that he is happy to host.

Report on Applications for Easement Purchase/Donation

a. Matthew Jones & Diane Sheehy have applied for an easement donation. The property consists of 22.64 acres. The property is located at 1260 Westfield Farm Lane adjacent to Blandy. The parcel has an existing house built in 1905 and 2 remaining DURs. The applicant would like to retire one of the remaining DURs. The property meets 2 of the 4 criteria by scoring over 35 and giving up 1 DUR. The parcel is less than 40 acres. The property resource score is 67.62, points were given for retiring 1 DUR, being adjacent to Blandy, being within a portion of the groundwater recharge area, and having several contributing structures in the Greenway Rural Historic District. On motion of Mr. Engel seconded by Ms. Jones members gave preliminary approval for the easement donation and asked staff to schedule a site visit.

b. Bradley & Kathryn Keister – have applied for an easement donation. The property consists of 34.47 acres and is located at 240 Ashley Woods Lane, off of Blue Ridge Mountain Road approximately 7/10 mile north of Mt. Weather. The parcel has an existing house built in 2015 and 0 remaining DURs. The property meets 2 of the 4 criteria by scoring over 35 and being next to an existing easement. The parcel is less than 40 acres. The property resource score is 43.46, points were given for being adjacent to an existing easement and Appalachian Trail property. On motion of Ms. Jones, seconded by Mr. Engel members gave preliminary approval and asked staff to schedule a site visit.

c. Doris Stimpson – Ms. Teetor reported that Ms. Stimpson has signed the deed and provided all necessary paperwork to complete the easement. This item has been placed on the Board agenda for final approval and Chair signature. The easement will be recorded this month.

d. Lizzie Moon – DUR purchase – the DUR purchase was discussed at the finance committee meeting and will be placed on the Board agenda for final approval July 20th. Closing will be scheduled once funds have been transferred to Mr. Mitchell's office.

e. RSP Enterprises – Ms. Teetor stated that the Pritchards have agreed to donate \$18,375 of the easement value as requested by the Easement Authority. As the amount provided by the County has increased since the original public hearing, another hearing will be held on July 20th. In addition, the Pritchards have decided to merge a .399 acre parcel with 1 DUR into the parcel proposed for easement. They will keep the DUR. The appraiser has been contacted to see if this has any impact on the value. Ms. Jones asked who is paying for the revised appraisal, Ms. Teetor stated that the Authority will pay since the families income level is low enough to qualify. Members agreed that this should be the last payment for an appraisal.

f. Lowell Pratt – After the last meeting, Ms. Teetor emailed the applicant stating that the Authority would not approve the easement donation with the winery/brewery/distillery language in the deed. As a result the applicant agreed to remove all references. Ms. Jones reviewed the verbiage to insure that all references were removed. Ms. Teetor sent a pdf version of the revised deed to the applicant and his attorney so that no additional changes could be made. They are also required to provide a plat of merger. The item has been placed on the July 20th Board agenda for final approval.

Adjournment There being no further business, Mr. Engel moved and Mr. Ohrstrom seconded that the Authority adjourn the meeting. The next meeting is scheduled for Thursday September 16th at 10:00 am. Due to conflicts with Mr. Engels schedule, a new meeting time will be discussed at the next meeting. The motion to adjourn was approved unanimously.

Randy Buckley, Chair

Alison Teetor, Clerk to the Authority

JAS - E Johnson
7/31/2021

FY21 NOT FINAL
FY2022

Fund 235 - Conservation Easement Balances

	Total Fund Balance	Donations	Stewardship/Restricted Funds Account	Local Funds
SOY FY22 - ESTIMATED	361,080	114,663	217,013	29,405
Fiscal Year 2022				
July Rev/AR		1,450	0	0
July Exps/AP		-55	-250	-80,713
Aug Rev/AR		0	0	0
Aug Exps/AP		0	0	0
Sept Rev/AR		0	0	0
Sept Exps/AP		0	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
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
YTD Rev/AR	1,450	1,450	0	0
YTD Exps/AP	81,018	55	250	80,713
Adjustments	0			
YTD FUND BALANCE (AR & AP)	281,513	116,058	216,763	-51,308

Emily Johnson:
Moon Easement Purchase

VDACS

75,738.77 Expires 12/31/2021 (FY2019)
58,333.00 Expires 12/31/2021 (FY2020)
134,071.77
-40,356.50
-61,827.10
31,888.17 AVAILABLE Estimated YTD BALANCE-VDACS

Anticipated Easement Closings:

Moon Property CLOSED Actual Exp/Rev Above
Smithfield Farm TBD

ESTIMATED YTD FUND BALANCE	281,513	116,058	216,763	-51,308
FY22 Expenditure Appropriations	Appropriated	Actual Expenses	Appropriated Balance Remaining	Clarke County:
General Expenses	45,000	305	44,695	includes expenses not specifically designated to an easement (including donation, stewardship and monthly Hall, Monahan expenses)
Lizzie Moon Property	80,713	80,713	0	
Smithfield Farm	569,029	569,029	569,029	
	694,742	81,018	0	

Through 07/31/21

Conservation Easement Expense Detail - FY22

FY21 NOT FINAL

	Donations	Stewardship	Local Funds
July	55.00 Winchester Printers	157.89 Bradley Comeaux-Mileage 91.84 Bradley Comeaux-Mileage 249.73	80,713.00 CE Purchase - Lizzie Moon Property
August	55.00		80,713.00
Sept	0.00	0.00	0.00
Oct	0.00	0.00	0.00
	0.00	0.00	0.00

YTD Totals

Donations
55.00

Stewardship
249.73

Local Funds
80,713.00



R O B I N C O U C H C A R D I L L O

August 12, 2021

Clarke County Conservation Easement Authority
Fundraising Report
August 2021 meeting

Donor Statistics

See attached Master Report

- 2021 year-to-date total: \$9,809.00 from 76 donations

Ongoing

-Clarke County fair exhibit

- Display in horticulture building - no other exhibitors there, which is unusual (basic display with map, brochures, banner)

-Photo exhibit reception at Long Branch

- Thursday, August 26, 5:00-7:00 p.m.
- Postcard invitations sent to mailing list; rsvp by August 23
- Finalize refreshments (wine and simple finger foods; Long Branch provides bartender, alcohol license)

-Summer newsletter

- Barbehenn property feature, policy on zero DURs, donor reception, asking for emails for faster communications
- Published in August

-Donor reception

- October 15, 6-8:00 pm, George's barn

MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: July 7, 2021
SUBJECT: Application for easement donation – Bradley & Kathryn Keister – TM# 33-6-H

The Keisters have applied to the easement authority for approval of an easement donation. The property consists of 34.47 acres. The property is located at 240 Ashley Woods Lane, off of Blue Ridge Mountain Road approximately 7/10 mile north of Mt. Weather. The parcel has an existing house built in 2015 and 0 remaining DURs.

The parcel is zoned FOC and is in land use. Therefore the following guidelines for accepting properties for easement donation are used:

- 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 Authority requires that a property meet at least two of the four guidelines for acceptance.

The property meets 2 of the 4 criteria by scoring over 35 and being next to an existing easement. The parcel is less than 40 acres. The property resource score is 43.46, points were given for being adjacent to an existing easement and Appalachian Trail property.

Recommendation: Give preliminary approval for the easement donation and ask staff to schedule a site visit.



Bradley & Kathryn Kelster
 TM# 33-6-H
 34.47 acres, 1 ext. house, 0 DURs



Clarke County GIS
 July 8, 2021



- Intermittent Stream
- Perennial Stream
- Scenic Byway
- Railroad
- Public Road
- Private Road

Location Map



Aerial Imagery 2015 Commonwealth of Virginia

MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: July 7, 2021
SUBJECT: Application for easement donation – Diane Sheehey – TM# 29-A-35A

Diane Sheehey has applied to the easement authority for approval of an easement donation. The property consists of 22.64 acres. The property is located at 1260 Westfield Farm Lane adjacent to Blandy. The parcel has an existing house built in 1905 and 2 remaining DURs. The applicant would like to retire the remaining DURs.

The parcel is zoned AOC and is in land use. Therefore the following guidelines for accepting properties for easement donation are used:

- 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 Authority requires that a property meet at least two of the four guidelines for acceptance.

The property meets 2 of the 4 criteria by scoring over 35 and giving up 1 DUR. The parcel is less than 40 acres. The property resource score is 67.62, points were given for retiring 1 DUR, being adjacent to Blandy, being within a portion of the groundwater recharge area, and having several contributing structures in the Greenway Rural Historic District.

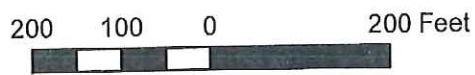
Recommendation: Give preliminary approval for the easement donation and ask staff to schedule a site visit.



Diane Sheehey and Matthew Jones
 TM# 29-A-35A
 22.64 acres, 1 ext. dwl., 2 DUR's



Clarke County GIS
 July 7, 2021



- Intermittent Stream
- Perennial Stream
- Scenic Byway
- Railroad
- Public Road
- Private Road

Location Map

