

***AGRICULTURAL AND PURCHASE OF DEVELOPMENT
RIGHTS COMMITTEE MINUTES
January 28, 2019***

The meeting of the Stafford County Agricultural and Purchase of Development Rights Committee for Monday, January 28, 2019, was called to order at 7:05 p.m. by Chairman John Howe in the Board of Supervisors Chambers of the George L. Gordon, Jr. Government Center.

Members Present: Joshua Pepper, John Howe, Marty McClevey, Robert Broxton, Benjamin Rudasill, Jeff Adams, and Chad Young

Members Absent: None

Staff Present: Kathy Baker and Lindsey Marr

Guests Present: Marshall Locklear

1. Call to Order

Mr. Howe called the meeting to order at 7:05pm.

2. Introduction of “Youth Engaged in Stafford” Student – Adam Rogers

Mr. Rogers introduced himself and gave a brief background on himself and how he became involved in the Youth Engaged in Stafford program. The Committee members introduced themselves to Mr. Rogers.

Mr. Howe asked Ms. Marr to call roll. With 7 members present Mr. Howe stated they had a quorum.

3. Organize Committee

Mr. Howe turned the meeting over to Kathy Baker for the Election of the Officers.

- Election of Officers

Ms. Baker stated in the Committee’s bylaws it states that a Chair and Vice Chair can only serve for a maximum of two consecutive terms. She stated Mr. Howe had served his two years, and was therefore not eligible to serve as Chair for 2019. She asked if anyone had a motion for Chair.

Mr. Rudasill made a motion to elect Mr. Broxton as Chair.

Mr. Young seconded the motion.

The motion passed 7-0.

Mr. Young made a motion to elect Mr. Rudasill as Vice Chair.

Mr. Adams seconded the motion.

The motion passed 7-0.

- 2019 Meeting Calendar

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Mr. Broxton opened the draft list of 2019 meeting dates up for discussion.

No one had any issues with the draft list. With concurrence, they agreed to the draft list as the calendar of 2019 meeting dates.

- 2019 Work Plan

Ms. Baker stated this was just something for them to think about heading into 2019, and tie it into the Board of Supervisors' Strategic Plan they discussed at the previous meeting.

Mr. Broxton asked if this was a general outline of business they would likely be addressing in 2019.

Ms. Baker replied this was last year's work plan and they could choose what to keep on the 2019 Work Plan. She stated farmer's markets would stay on because they receive new applications every year. She stated the rules have already been reviewed and they can be spelled out in the work plan. She stated promoting the current markets and encouraging new markets was something they didn't do this year so that can stay on the list. She stated the PDR program will continue into 2019. She stated the Chesapeake Bay was on a bit of a hold, they had received approval through the state and with Tri-County but they're waiting for Tri-County to provide more feedback on what they're limitations are from a staffing level to accomplish what needs to be done. She stated they had discussed working up a more formal partnership with Tri-County and mentioned the MOU that had been adopted by the BOS last year.

Mr. Adams stated that Mr. Howe was an associate director and he himself was a director for Tri-County. He stated the directors were up for election this year and one of the current directors was not planning on running for re-election.

Ms. Baker stated the only thing she felt they needed to add to the Work Plan were the components of the Board's Strategic Plan specific to the PDR Committee.

Mr. Broxton asked the Committee members if anyone had anything else they wanted to add to the plan.

Mr. Adams mentioned the above average rainfall was a significant setback to the progress being made at the Chesapeake Bay.

- By-laws

The Committee agreed with concurrence that the by-laws were sufficient as they are.

4. Public Presentations

5. Approval of Minutes

November 26, 2018

Mr. McClevey made a motion to approve the minutes from the November meeting.

Mr. Pepper seconded the motion.

The motion passed 5-0 (Mr. Adams and Mr. Rudasill abstained).

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6. Staff Update

- Purchase of Development Rights Program Funding

Ms. Baker stated they received the VDACS grant funding, about \$600,000 split between 6 localities, leaving Stafford with \$111,618 in FY19 funds. She stated they had a limited pot this year and last year, last year we received \$61,615, which gives them a total of \$173,000 total in matching funds from VDACS currently. She stated the County's matching funds gave them about \$346,000 to work with.

Mr. Broxton asked what the due date to spend the \$61,615 was.

She stated they had two years to spend it, so it would expire on December 31, 2019 and that they do grant six month extensions. She stated with the County's funding from prior years, they have about \$488,000 in total County funds for the PDR program. She stated for this year, in the mid-year review, they have about \$134,000 in this fiscal year's rollback, which brings the total to \$622,000 in funds at the end of this fiscal year. She stated the Virginia Land Conservation Foundation usually announces their grant applications in July/August, so with that addition would bring the total to \$890,000 towards our existing applications. She stated the USDA grants are currently on hold because of the farm bill, and the federal government shutdown. She stated the USDA told her they won't know anything about the submitted applications in August 2018 until spring time at the earliest.

Mr. Broxton asked if in order for an application to be paid out they had to have a matching fund from another agency or source.

Ms. Baker replied yes.

Mr. Broxton asked if the County has to wait until we have all the money before it is allotted to the different applications, or if it is allotted incrementally as it comes in.

Ms. Baker stated from the County's standpoint, the Board has authorized the PDR program to use the amount of funding for the first four properties that have been ranked, and it starts at the beginning of the list. She stated there's no guarantee of receiving all the matching funds from the USDA that they applied for.

Mr. Broxton asked if an outside source offered matching funds would they bypass the USDA application or would they stick with the USDA.

Ms. Baker stated that was the big question for them to decide. She stated if they find out in March or April about the USDA properties, they can wait and make a decision, but the problem with that is they're losing time. She stated an alternative would be to reach out to the next couple of property owners on their list and start working with them on the deed of easement because it would be tailored to their property and would cut out some time for the next round.

Mr. Broxton stated he was just looking for clarification on how the system worked.

Ms. Baker stated she would type up a list of what she just discussed regarding PDR funding so the Committee members could reference that in future discussions.

- Chesapeake Bay Agricultural Compliance

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Ms. Baker stated she didn't have any new developments on the Chesapeake Bay Agricultural Compliance. She stated the Public Works department had taken this over from the Planning department.

- Cluster Development Amendments

Ms. Baker stated she wanted to make sure everyone was up to speed on the new map the Board of Supervisors approved that shows where cluster developments are allowed to occur in Stafford County.

Mr. Broxton asked if any of their current PDR applications fell inside the new cluster area.

Ms. Baker replied yes.

7. New Business

- Purchase of Development Rights Program Applications

Ms. Baker stated she had emailed the current list of applications out to the Committee last week. She stated she received the authorization to move forward on the Beach property through REPI (Department of Defense Funds). She stated they'll have the deed of easement drafted for that in the next month.

Mr. Howe asked if they needed to do matching funds for the Beach property.

Ms. Baker stated that's what they're receiving from REPI. She stated she contacted all the current applicants to make sure they're all still willing to be in the program and she had heard back from everyone except for one. She stated the Jones property (railroad tracks split their property) would like to exclude the front two little parcels (3 acres total) and just use the back property so they will need to do some recalculations on that property.

Mr. Howe asked if they would need to rescore that.

Ms. Baker replied yes, and she had told the applicants that. She stated if the USDA funds are approved for the top three applications they had a lot of things to consider going forth. She stated Shelton had mentioned considering taking the lesser amount of money instead of waiting.

Mr. Broxton asked how much we had through VDACS.

Ms. Baker stated with VDACS and the County funds we have about \$345,000.

8. Unfinished Business

- Purchase of Development Rights Program Policies

Ms. Baker stated she emailed out what she hoped would be the final version of the PDR policies. She asked the Committee if there was anything they felt she missed or anything they wanted to change.

Mr. Adams asked if the last item about PDR funding was something they had already been doing for years, they were just now putting it in writing.

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Ms. Baker replied yes, the Board of Supervisors requested they do that.

Mr. Young made a motion to formally adopt the written list as the Committee's official policies.

Mr. Rudasill seconded the motion.

The motion passed 7-0.

- Board of Supervisors Strategic Plan

Mr. Broxton shared what his subcommittee discussed. He stated there was no new information to report.

Mr. Pepper shared the information from his subcommittee. He stated they were trying to set up some presentations, one with a professor from Mary Washington regarding conservation issues and another with someone from a land trust regarding issues they've had with voluntary land conservation. He stated they felt the entire Committee might be interested in discussing these.

The Committee members discussed having these presentations at one of their meetings and what kind of information would be included in these presentations.

Ms. Baker stated these presentations would probably take some months to coordinate and put together. She stated she wasn't sure if the professor was even finished with his study. She stated the Board was having a retreat the upcoming weekend to discuss the growth of the County.

9. Member Comments

Mr. Adams stated he felt it was smarter to put the County's money towards land conservation than towards a new high school.

Mr. McClevey mentioned the VSU Small Farms Certificate Program. He stated they would be taking applications in February.

Ms. Baker stated there was a link to this program on the PDR web page.

10. Next Meeting

- February 25, 2019

11. Adjournment

With no further business to discuss, Mr. Broxton declared the meeting adjourned at 7:52 pm.