

**COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX**

**MINUTES OF THE AGRICULTURAL AND FORESTAL DISTRICT COMMITTEE
(AFDAC)**

DATE: Tuesday December 14, 2021

TIME: 4:08 PM – 4:47 PM

LOCATION: Electronic Meeting via Microsoft Teams

AFDAC Member Attendance

Name	Present (P)/ Absent (A)	Name	Present (P)/ Absent (A)
Stanley Franklin, Chairman	P	Eric David Cox	P
Jay Doshi	A	Kenneth Strafer, Ph. D.	A
Mariette Hiu Newcomb	P	Charles Nichols	P
Andrew Painter	P	Jeff Parnes	P
Gifford Hampshire	P	John Foust	A

Staff Support in Attendance

Kelly Atkinson DPD
Dan Mould DTA
Jim McGlone VDOF
Willie Woode NVSWCD

Community Members in Attendance

None

The meeting was called to order at approximately 4:08 p.m.

Roll Call by the Chairman (Mr. Franklin)

Announcements

Covid-19 Pandemic Special Motions

Mr. Franklin established the nature of the emergency that compelled these emergency procedures, the fact that the committee was meeting electronically, the type of electronic communication that was being used, and how public access to this meeting was arranged. Stanley Franklin moved that the Emergency Declaration caused by the COVID-19 pandemic makes it unsafe for the committee to physically assemble and unsafe for the public to physically attend any such meeting and that as such, the Freedom of Information Act's (FOIAs) usual procedures, which require the physical assembly of the committee and the physical presence of the public, cannot be implemented safely or practically. He further determined that the committee may conduct this meeting electronically through a dedicated audio-conferencing line and that the public could access the meeting by calling 1-571-429-5982 and entering the code: 451 362 638#.

Given that each member of the Agricultural and Forestal District Committee was participating in the meeting from a separate location and in order to verify that a quorum of members was participating and that each member's voice was clear, audible, and at an appropriate volume for all of the other members, Mr. Franklin performed a roll call of members and asked each committee member participating in the meeting to state their name and the location from which they were participating. All participants could be heard and could hear each other.

Old Business

Mr. Franklin moved to accept the Meeting Minutes from September 30, 2021 and October 14, 2021. Mr. Parnes seconded the motion. The motion passed unanimously.

Informational Items

Ms. Atkinson stated that the Knipling renewal application has not been submitted and will expire at the end of 2021. Mr. Mould contacted Ms. Atkinson prior to today's meeting and indicated that the Knipling's sold two parcels from their district (10.5225 acres) which would leave them 26.22 acres in the district.

Ms. Atkinson stated that she has sent out the renewal letters for the five A&F cases that will expire in 2022, which also included information on how to submit applications.

Mr. Mould confirmed the Knipling's do not intend to renew their district and also stated that the Jenkins A&F will also not renew.

New Business

AFR 2021-00006 Potomac Vegetable Farm Local A & F District, application to renew a local district

Mr. Franklin stated that he is very familiar with the subject application and property and has procured vegetables from the farm and visited the site a few times over the past few weeks to view the operations in person. He also noted that staff recommends approval of the application.

Ms. Atkinson stated the applicant is requesting a renewal of their A&F District. Staff recommends approval subject to the Ordinance Provisions, which include a signed Soil and Water Conservation Plan and recommendations from the Virginia Department of Forestry.

Mr. Franklin stated there is an Ordinance Provision requiring an additional landscaping strip near the parking lot to be implemented within one year; even though this is one of the nicest properties along Route 7. Mr. Franklin asked if Ms. Newcomb has any objection to the provision.

Ms. Newcomb stated that Route 7 is under construction which has made access to the property difficult. Additionally, a sound wall is proposed which would screen any additional vegetation to be planted; therefore, it would provide little benefit.

Ms. Atkinson stated the request for the additional provision was made by the County's Urban Forest Management Division.

Ms. Newcomb stated that any additional landscaping could not be implemented until the road project is commenced in 2025.

Ms. Newcomb stated there have been no complaints and the homes are approximately \$2 million in Maymont.

Ms. Atkinson stated that staff recommends approval and will continue to work with Ms. Newcomb and the Urban Forester on the Ordinance Provisions.

Mr. Cox stated that the farm is a gem of the community and county at large.

Mr. Parnes moved to recommend approval of the renewal application. Mr. Painter seconded the motion. The motion passed unanimously

A&F Annual Report 2018-2020

Mr. Franklin stated that the 2018-2020 Annual Report needs to be endorsed by the AFDAC committee. Mr. Franklin asked for any comments or objections.

Mr. Hampshire moved to recommend endorsement of the 2018-2020 Annual Report. Mr. Painter seconded the motion. The motion passed unanimously

Bylaws for AFDAC

Mr. Franklin stated that the AFDAC needs to vote on the proposed bylaws. Mr. Franklin stated his concern with dating the bylaws because there is a provision in the bylaws for the election of officers. Mr. Franklin further suggested that rather than have an effective date of December 15, 2021 for the bylaws that the AFDAC wait until the elections are completed to date the bylaws. Mr. Hampshire and Ms. Atkinson stated that this is unnecessary, and the bylaws should be adopted and then elections held.

Mr. Parnes asked who the current officers of the AFDAC are; Mr. Franklin stated that he is the current Chair and only officer of AFDAC. Mr. Parnes asked if anyone else would like to serve as an officer; Mr. Painter stated that he was available to serve as Vice Chair. However, AFDAC voted to table the election of any new officers until after the bylaws are formally adopted and elections are held in accordance with the bylaws. Ms. Atkinson confirmed that was an appropriate process and members should contact Ms. Atkinson if they are interested in serving as an officer.

Mr. Hampshire moved to recommend approval of the bylaws with an effective date of December 15, 2021. Mr. Painter seconded the motion. The motion passed unanimously.

Policy for Participation in Meetings by Electronic Communication

Mr. Franklin stated that AFDAC needs to vote to adopt the Policy for Participation in Meetings by Electronic Communication. Mr. Parnes asked why this was not part of the bylaws. Mr. Hampshire noted that in Article 5 of the newly adopted bylaws, it speaks to meetings regarding electronic communication and this policy would implement this bylaw. Ms. Atkinson further clarified that this is a county policy that needs to be adopted by AFDAC. Mr. Hampshire concurred and stated that this is a county policy that is encouraged to be adopted by the AFDAC, but this is the AFDAC remote participation policy. Ms. Atkinson agreed that this is an AFDAC policy that is based on a county template and provides flexibility to continue to meet electronically once the state of emergency ends. The policy was also created, versus including directly in the bylaws, because most boards, authorities and commissions have bylaws and this policy was easier to adopt versus amending bylaws. Since AFDAC did not have bylaws until tonight, both the bylaws and policy are being acted on together.

Mr. Parnes moved to recommend approval of the Policy for Participation in Meetings by Electronic Communication. Mr. Cox seconded the motion. The motion passed unanimously.

Additional Discussion

Mr. Franklin stated the conclusion of the agenda items and asked Ms. Atkinson if there was any other business. Ms. Atkinson stated that Mr. Parnes did reach out to her earlier this week regarding a previous discussion at AFDAC regarding the One Fairfax Policy. Ms. Atkinson noted that in response to the comments Mr. Parnes raised previously, staff did meet with the Chief Equity Officer to have a conversation about how the AFDAC could use an equity lens in their work with AFDAC. Ms. Atkinson noted that she would provide AFDAC with some additional information for a future discussion regarding One Fairfax.

Public Comment

There was no public comment.

Adjournment

Mr. Franklin motioned to close the meeting, and Mr. Parnes seconded the motion. The vote was approved unanimously.

The meeting adjourned at 4:47 p.m.