



FREDERICK COUNTY GOVERNMENT

OFFICE OF AGRICULTURE
Department of Agricultural Preservation

Jessica Fitzwater
County Executive

Katie Stevens, Director
Shannon O'Neil, Administrator

Agricultural Preservation Advisory Board

Open Session Meeting

Minutes of Monday, October 27th, 2025
Winchester Hall – Second Floor, Hearing Room
Board Approved 12/01/2025

- I. **Call to Order:** Lisa Gaver called the meeting to order at 7:03pm.
- II. **Attendance:** Lisa Gaver, Vice Chair, Brenda Ripley, and Sandra Tucker
Shannon O'Neil, Ag Preservation Program Administrator, Beth Ahalt, Ag Preservation Program Specialist II, Jenna Zimmerman, Ag Preservation Program Specialist I, Joshua Brewster, Senior Assistant County Attorney and Graham Hubbard, Principal Planner II.
- III. **Approval of the Agenda:** Sandra Tucker made a motion to approve the agenda. The motion was seconded by Brenda Ripley. The motion was approved 3-0-0-2.
- IV. **Approval of the Minutes from September 22nd, 2025 Ag Board Meeting:** Brenda Ripley made a motion to approve the minutes from the September 22nd, 2025 Ag Board meeting. The motion was seconded by Sandra Tucker. The motion was approved 3-0-0-2.
- V. **Reports-** No reports.
- VI. **Old Business-** No old business.
- VII. **New Business-**
- A. **FY 2026 Installment Purchase Program (IPP) Applications:** Staff presented 47 IPP applications to the board encompassing 5173.451 acres for the FY-2026 IPP application cycle. Staff recommend approval of applications #26-01 through #26-21 on 3,309 acres to be forwarded to a public hearing for further review. Sandra Tucker made a motion to send applications #26-01 through #26-21 to a public hearing and offering the choice of IPA terms anywhere between 10 and 20 years and offering applicants that have no subdivision potential a base value of \$1,000 per acre. The motion was seconded by Brenda Ripley. The motion was approved 3-0-0-2.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms				X
Caroline Orlowski				X
Lisa Gaver	X			
Brenda Ripley	X			

- B. **FY 2025 Certification Report Review:** Staff presented to the board the Fiscal Year 2025 Agricultural Preservation Certification Annual Report.



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Frederick County has been involved in the protection of agricultural land resources since the adoption of its initial zoning ordinance and subdivision regulations in 1955. In Fiscal Year 2025, Frederick County spent over \$9 Million in qualifying expenditures to preserve 3,129 acres. Since Frederick County is a certified county, the County retains 75% of the locally generated Agricultural Transfer tax. Staff recommend approval of this report to be sent to the State for review. Brenda Ripley made a motion to approve the FY2025 Certification Report and for it to be sent to the State for review. This motion was seconded by Sandra Tucker. The motion was approved 3-0-0-2.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms				X
Caroline Orlowski				X
Lisa Gaver	X			
Brenda Ripley	X			

VIII. Comments and Announcements

a. Program Updates

- MALPF-** Staff are working on settlements from the 2025/2026 MALPF cycle. Surveys have been ordered and 1 MALPF offer from the 2025/2026 cycle is scheduled to settle in December. The next MALPF application deadline is 4/1/2026.
- IPP-** Presented 47 applications to the board today for the FY2025 IPP cycle. 21 applications will be sent for further review by the Planning Commission in December. The next application deadline will be 9/1/2026. Two properties from the FY25 cycle settled on 10/22/25. Two more settlements from FY25 are in process.
- Rural Legacy-** Still receiving interest in this program. Several surveys are in progress.
- CREP-** Staff continue to receive a lot of interest in this program. One easement is set to settle sometime in November. Surveys have been conducted on a few CREP projects that are in the works.
- Critical Farms-** Staff extended the final critical farms offer from the 2025 Critical Farms cycle and the landowner officially accepted. The next cycle will open sometime in 2027.
- Next Generation-** There is currently a project going through the works. It was submitted at the end of May. Landowner will receive offer letter within the next week.

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B. Other Comments:

i. **MPRP Proposed Transmission Line Route-** There are no new official updates. There have been some tweaks made by the Public Service Enterprise Group in response to field surveys and landowner feedback. PSEG has sent out letters to impacted landowners notifying them of the route change and introducing them to a new land management agent that they could contact with any questions.

ii. **CDI-OZ-** Staff sent the Board's letter to the County Executive and County Council. The Planning Commission made a recommendation to the Council to limit the overlay to the Windridge property which is partially in the Rural Legacy Area (RLA), the Noffsinger farm which is in the PPA and RLA, and several smaller parcels which are in the PPA and RLA as well. This will go to the Council in the coming weeks.

iii. **November/December Ag Board Meeting-** Staff notified the Board that due to the holidays, the November and December meetings will be combined, and take place on Monday December 1, 2025 at 7:00pm at Winchester Hall.

IX. **Public Comment** – None.

X. **Adjournment** – Sandra Tucker moved to adjourn the meeting. Brenda Ripley seconded this motion. The meeting adjourned at 7:48pm.