



Agency Records Disposition Schedule

Department: Department of Conservation

Section: Infrastructure Management Branch

Division: Business Division

Sub-Section: Lands Section

TITLE: Conservation Easements

CUTOFF: Termination of easement

DESCRIPTION: Conservation easements are an effective way for MDC to protect unique, isolated, or otherwise significant private lands having significant or unique fish, forest, and wildlife resources. Conservation easements have the advantage of leaving the property in private ownership and may result in tax benefits to the estate or individuals. Most MDC Divisions will be involved with some aspect of the Conservation Easement Program to varying degrees. Private Land Services is responsible for annually inspecting easements obtained by the Department. Resource based divisions may evaluate the fish, forest, and wildlife resources of a property offered for easement. Administrative Services and Design and Development can assist with legal and realty work. In addition, Outreach and Education can provide outreach efforts publicizing the benefits of conservation easements.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 21215

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Financial Donations and Bequests - Designated for Land Acquisition

CUTOFF: Upon Execution or Completion of Bequest

DESCRIPTION: Records promising financial or personal property donations and bequests designated for land acquisition to be received at a future date. Records include, but are not limited to, memoranda of understanding, letters of bequest, and other agreements.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Permanent - Transfer to Missouri State Archives

SERIES: 21073

SERIES STATUS: Approved

APPROVAL DATE:

6/28/2023



Agency Records Disposition Schedule

Department: Department of Conservation

Section: Infrastructure Management Branch

Division: Business Division

Sub-Section: Lands Section

TITLE: Proposed Land Acquisitions or Agreements - Abandoned, Denied, or Not Pursued for Agreement

CUTOFF: Termination of Pursuit of Purchase or Agreement

DESCRIPTION: Records of proposed land purchases or agreements that were not pursued or were denied from entering into an agreement. Records include, but are not limited, to proposals, studies, appraisals, recommendations, correspondence, maps, and other working papers related to inactive real estate offers.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 24569

SERIES STATUS: Approved

APPROVAL DATE:

6/28/2023
