



To: Roy Zipp, National Park Service; Trust Board of Ebey's Landing National Historical Reserve; Helen Price Johnson, Island County; Molly Hughes, Town of Coupeville; Jon Crimmins, Washington State Parks and Recreation Commission
From: Kristen Griffin, Reserve Manager
Date: October 31, 2019
Subject: Annual Narrative Report: October 2018 – September 2019

Trust Board of Ebey's Landing National Historical Reserve FY2019 Annual Narrative Report

In accordance with the Trust Board's Rules of Procedure and the terms of NPS Cooperative Agreement #P16A300037 (CFDA 15.954), this report summarizes Trust Board activities and accomplishments of the prior year.

Administration:

FY 2019 Administrative Challenges: A delay in receiving anticipated funding to accomplish FY2019 work due to continuing resolutions, government shutdown, and program review nearly disrupted operations in FY2019. NPS funding was not received until April 2019 which triggered a critical staff shortage (unfilled positions) and resulted in nearly having to lay off remaining staff. This was not due to NPS action (or inaction), but it affected work outcomes for the entire year and into FY 2020.

Trust Board Composition: FY2019 Board representation:

Position 1	Sally Garrett	Town of Coupeville
Position 2	Lisa Bernhardt	Town of Coupeville
Position 3	Michael Moore	Town of Coupeville
Position 4	Fran Einterz	Island County
Position 5	Wilbur Bishop	Island County
Position 6	Al Sherman	Island County
Position 7	Unfilled	Island County, At-Large
Position 8	Jon Crimmins	Washington State Parks
Position 9	David Louter	National Park Service

A slate of officers was appointed in March 2019: Lisa Bernhardt (Town) Chair, Sally Garrett (Town) Vice Chair, Wilbur Bishop (County) Secretary, Al Sherman (County) Treasurer.

Trust Board Meetings: The Trust Board maintained a schedule of regular public meetings with one business meeting and one workshop monthly. The exception to this schedule was in

December (no workshop due to holiday schedules). All meetings were held with appropriate public notice.

Trust Board Committees: Committees continue to meet when called upon to help address particular issues.

Trust Board Resolutions: The Trust Board passed two resolutions in FY2019. Resolution 19-01 was passed in March 2019, electing a slate of officers. Resolution 19-02 was passed in September adopting a new Mission Statement.

FY 2019 Work Plan: The Reserve Manager prepared a draft work plan that was presented to the Board for review and comment. A final version was approved by the Trust Board and forwarded to the NPS and partners in August, 2019.

Five Year Strategic Plan: In April of 2019, the Trust Board undertook a strategic planning exercise intended to evaluate operational strengths and challenges and shape priorities for the coming five years. With Trust Board NPS appointee David Louter's assistance, the National Park Service, Pacific West Region, provided funding to engage the services of facilitator Robert Steelquist who led three special workshops with the Trust Board, staff and partners, and guided the development of a Draft Strategic Plan. Between June and September, the Trust Board and staff devoted additional workshops and meetings to refining the draft. The draft plan was routed for comment in September and approved by the Trust Board in October 2019. It will be presented to the public in FY2020. As part of the planning process the Trust Board developed and approved a new Mission Statement:

The Trust Board works through partnerships to preserve and protect Ebey's Landing National Historical Reserve so it forever remains a living, rural community with an unbroken historical record.

Budget: The FY2019 operations budget was based on anticipated \$278,975 in operating income (does not include in-kind contributions). The operations budget was approved by the Trust Board and forwarded to NPS in August 2019. NPS base funded personnel costs for administration and operations. Base funds also paid for volunteer program expenses, including a part time seasonal employee to coordinate Ebey House docents, and miscellaneous volunteer program expenses (such as uniforms, training, volunteer name tags, recognitions, etc.).

A separate, non-operations 2019 Restricted Fund budget was also passed by the board in August, showing \$50,000 in income for grant related expenditures. This fund is used entirely for Ebey's Forever historic property rehabilitation grants (a program responsibility under the Cooperative Agreement). The fund is all non-federal funding, consisting of donations raised by the Friends of Ebey's. Additional funds were made available as well due to prior year unexpended grant funds.

In September 2019, the Friends of Ebey's Landing National Historical Reserve formally approved a \$102,000 funding request for 2019, including financial support paid directly to the Trust Board for projects and staff capacity, restricted funds to be allocated under the Ebey's Forever Grant Program, as well as sponsorship funding that the Friends agreed to seek on behalf of the Trust Board.

NPS Reporting: In addition to this annual report, Trust Board staff submitted requested reports, including a semi-annual 425 progress report (calendar year), the 2019 SIR, VIP report and HFC requested inventory reporting on Unigrid brochures.

Staffing: In FY2019, the work of the Trust Board was accomplished with a full time Reserve Manager (Kristen Griffin) and full time Office Manager (Carol Castellano). The Preservation Coordinator (Sarah Steen) resigned to take a new position one week into FY2019. The delay in receiving FY2019 NPS funds that helped fund the Preservation Coordinator position prevented the vacancy from being filled. The Reserve Manager assumed responsibility for Preservation Coordinator duties, but this was insufficient staffing and had an adverse effect on efficiency and productivity through almost the entire year when a replacement Preservation Coordinator was finally hired (late August 2019).

The plan to hire a part time Education Outreach Coordinator was also affected by the delay in NPS funding. This position was not filled and some workplan tasks were delayed or revised. A separate seasonal part time Docent Coordinator position that had been eliminated from the FY2019 workplan was added back in order to make the seasonal Ebey House operation work. A part-time seasonal employee (Sally Straathoff) coordinated the volunteer docent program. Between Memorial Day and Labor Day of FY2019, 30 volunteer docents provided 852 hours of visitor services at the Jacob and Sarah Ebey House visitor contact station, engaging over 9,000 visitors during the part-time summer season.

Staff Development: All staff completed mandatory NPS FISSA training. The Reserve Manager secured a travel scholarship and took Advocacy training in Washington DC. The Office Manager successfully advocated for Ebey's Reserve be chosen as the host of a NPS VIP training in FY2019 and collaborated throughout FY2019 to plan and coordinate the training with NPS staff from different NPS areas. The NPS had to delay the training due to the Government Shutdown and other factors, but the training is on track to occur in October FY2020.

Training offered: The Reserve Manager provided one training to the Historic Preservation Commission in FY2019: Working with the Secretary's Standards. The Office Manager spent significant time planning and coordinating a regional NPS VIP training to be hosted in the Reserve in October.

Volunteers in Parks: See note about VIP training above. The Trust Board maintained an active and successful VIP program in FY2019 with 213 volunteers contributing 7,347 hours of service to the Reserve. These hours represent visitor services (seasonal docents), planning and administration (including Trust Board members, Friends Board members, committees, partners), historic preservation projects, and trail maintenance. As noted, 30 docents (including new volunteers) staffed the Ebey House Visitor Contact Station for four days per week during the summer season (Memorial Day to Labor Day), and several contributed additional hours assisting with other projects, such as tours of the Ferry House and student NPF OOK grant funded field trips. All VIP program expenditures are appropriately documented.

Partnerships and Community Planning:

Partner Coordination: The Reserve Manager provided an informal forum for regular round table communication among the partners of the Interlocal Agreement: Helen Price Johnson (Island County), Molly Hughes (Town of Coupeville). David Louter (National Park Service) and Jon Crimmins (Washington State Parks).

Friends of Ebey's Partnership: In addition providing financial support for operations and programs in the Reserve, in FY2019 the Friends went above and beyond to help the Trust Board weather the delay in receiving federal funds by adjusting their timetable of support.

Island County Historical Society and Museum: The Trust Board expanded its partnership with the Island County Historical Society and Museum by working together on public history presentations, student field trips, and developing new interpretive media.

Historic Preservation and Land Protection:

Land Protection Priorities: The Trust Board, with recommendation of the Land Use Committee, provided a revised set of Land Protection priorities for the LARS database in FY 2019.

Easement Monitoring: Trust Board staff is continuing to monitor NPS scenic easements under the guidance of the 2018 Scenic Easement Administration Plan (SEAP). All properties participating in this program were visually surveyed at the end of FY2018 with observations and photos recorded to file. Minor compliance issues were addressed, but no major changes were observed. Due to staffing issues, the 2019 survey has not yet been completed, though preliminary steps have been taken to accomplish this task, including an examination of county records to determine ownership changes and project permits. Participants will be notified of the monitoring process soon and the survey will take place by the end of the calendar year. Staff consulted with four easement property owners about easement compliance (two Grasser's Hill residences, Smith Farm and Island County Museum). Staff also provided feedback to the Port of Coupeville regarding a project plan involving leased property at the wharf entrance.

Preventive Maintenance Plans: The Preventive Maintenance Plans (PMP) for the NPS-owned Pratt buildings were completed at the end of FY2019. The intent of this program is to provide documentation for The Nature Conservancy that the Trust Board is fulfilling stewardship obligations for the Pratt Structures (a requirement of the stewardship funding TNC has provided for historic Pratt structures in the Reserve), and to help NPS identify and track preservation needs for NPS historic Pratt structures. The most significant development for this group of structures was the National Park Service preservation crew's rehabilitation of the outbuildings southeast of the Ferry House. The "outhouse" received some foundation and siding work as well as a new shake roof. The "storehouse" (or "summer kitchen") was almost completely reconstructed, with the exception of some historic fabric that was retained on the east end of the building. The most urgent preservation issues on the Pratt buildings include the need for a new shingle roof on the Cottage (Trust Board Office) and log work on the Ebey Blockhouse.

Farm I and II Leasing: Leasing of Farm 1 & II was delayed until late in FY2020 (applications closed October 24th 2019), and there was no request for support or assistance from the Trust Board. Staff did contribute comments on NPS plans for demolitions and changes to non-historic, historic and potentially eligible properties at Farm I.

NPS Cultural Resource Compliance: No requests for assistance were received.

Project Environmental Reviews: The Trust Board and staff continued to respond to requests to consult with the Navy for environmental review.

Ebey's Forever Historic Rehabilitation Grant Program: FY2019 was the ninth year of the Ebey's Forever Grant (EFG) program and nine projects were approved for a total of \$54,500. This year presented a particular challenge for overseeing the program due to the lack of a Preservation Coordinator on staff for most of the fiscal year. After this position was hired, staff made email and/or phone contact with all nine 2019 recipients and eight responses have been received to date. Site visits, most of which included meeting with the property owner/manager, were made by staff to the respondents and completion reports were written for five of the nine grant projects. 2018 EFG recipients who were granted extensions were also contacted and three out of four are expected to be completed. Recruitment for next year's program is underway with the Preservation Coordinator making several contacts already.

Ebey's Reserve Historic Preservation Commission: Despite staffing issues, the Trust Board continued to offer support and technical assistance to the Historic Preservation Commission (HPC) in FY2019. The Reserve Manager attended monthly meetings of both the Historic Reserve Committee (HRC) and the HPC, providing guidance to town and county staff on administrative review of construction projects within the Reserve. After entering on duty, the Preservation Coordinator accompanied the Reserve Manager to HPC and HRC meetings as well as providing technical advice to historic property owners with active or potential applications for a Certificate of Appropriateness. Town and county staff, with assistance from the Trust Board and Trust Board staff, continue to work on refining the design review guidelines, with the hope that a final draft will be presented to officials for signature in the very near future.

Other programs: Trust Board staff participated in an August workshop with NPS staff from EBLA and the regional office to plan for work to address accessibility issues on Park Service property in the Reserve. This process will continue into FY2020. Other preservation programs, including workshops for homeowners and/or contractors as well as a 2020 Ebey's Landing Preservation Field School are in the planning stages.

Special State-funded Ebey's Reserve Preservation Grant Program: In FY2019, the Washington State Legislature approved \$1 million dollars in funding for historic preservation grants in Ebey's Reserve. Trust Board staff worked with the Washington State Department of Archaeology and Historic Preservation to develop a new grant application and project review/selection process. The Trust Board will continue to administer the process and grants in FY2020. Grant applications deadline is November 14th and project review and selection will occur in early December. TB staff are providing assistance to applicants and selected projects.

Maintenance:

Custodial services are provided by Trust Board staff and through contracted services. Utilities are being paid regularly through the Trust Board. Issues needing attention by NPS have been reported in a timely manner.

Interpretation, Outreach and Education:

Ebey House Visitor Contact Station: In 2019, Trust Board staff and volunteers opened the Jacob Ebey House for visitors Thursday through Sunday, from Memorial Day to Labor Day. A total of 9,000 visitors signed into the house, setting another seasonal record. Visitor services were provided by 30 docents.

Outreach Programs (provided by Trust Board staff or volunteers): Trust Board staff provided several tours and special outreach programs on the Reserve in 2019, including a return of the Ebey's Reserve Film Slam and Friends of Ebey's Film Festival. Programmed special tours of the Ferry House were discontinued in 2019 because of the construction schedule for the Ferry House. Trust Board staff did work with Washington State Parks on a Jr. Ranger Day event at Fort Casey. Staff also refined the interactive activity book they developed for local farms partner **Whidbey Island Grown** and again offered it as a special Jr. Ranger activity for students invited to farm tours during Whidbey Island Grown Week 2019.

Outreach Programs (Provided by Partners): With sponsor support through the Friends of Ebey's, the Trust Board expanded its successful partnership with the Island County Historical Society and Museum to present regular "PorchStories," programs. Now in its third year, this program has expanded in popularity. "PorchStories" are short, free, weekly programs on local history in a casual, intimate and interactive setting of the museum covered porch. This partnership has proved to be a perfect fit for both the museum and the Reserve. The museum provides the location and content, and benefits from income and increased visitation. The Reserve is able to expand its ability to meet interpretive and public education objectives. Another great outreach program accomplished with a partner was the **NPF OOK Student Field Trip Grant:** The Trust Board was awarded another \$6,000 Open Outdoors for Kids (OOK) grant (formerly EKIP grants) from the National Park Foundation (NPF) to eliminate barriers (generally transportation costs) and encourage low income schools to bring fourth grade students to the Reserve for field trips in FY2019. This very successful partnership with the Island County Historical Society and Museum has allowed 500 students to engage in Reserve history. Trust Board staff provided administrative support and developed special field trip materials. Students learned about life as a pioneer and the challenges faced by the Lower Skagit people and other tribes relocated from the Central Whidbey area. They also had the opportunity to learn about the waters of the Salish Sea. Student and teacher feedback postcards were displayed at the Trust Board office. Returned teacher surveys were very favorable. Required reports to NPF and a new report required by NPS were submitted.

Publications: the Explore the Reserve Trails Map and the NPS Unigrid, two of the most popular Reserve brochures were updated, reprinted and distributed in FY2019.

Visitor Services: The Prairie Overlook trailhead and trails appeared to experience increased use again this year. The pattern of increased use by hiking and walking groups continued, reflecting that the expanded facilities, free parking and restrooms) support these groups. Even in the winter months, if the weather is good, the parking area is at capacity on three day weekends and holidays.

Wayside Panel Plan: Progress continued on implementing the Trust Board’s wayside panel replacement plan this year. Two new panels designed and fabricated in FY2018 were installed on the museum porch overlooking Penn Cove. These were “Canoe Crossroads” (an introduction to story of Lower Skagit settlement on Penn Cove), and “Water Highways” (an introduction to Coupeville’s maritime history). Plan implementation will continue in FY2020.

Currently on hold is a plan for NPS, Trust Board and Washington State Parks to collaborate on all new exhibits at Ebey’s Landing State Park. In FY2019 we all learned that this projects is not a fit for the Helium Act funding though the NPS. There was no clear benefit to taking non-federal partner funds and donating to the NPS for work that must be done by NPS staff

Encouraged by NPS and as part of NPS work on the Ferry House outbuildings, last year the Trust Board added new interpretive panels planned as part of the Ferry House outbuilding project to its wayside panel plan. Now that the project is underway, we hope to collaborate on this project in FY2020.

Future Needs:

The completion of a Strategic Planning process was a welcome accomplishment in a year when delayed funding and reduced staffing impacted virtually every other plan and objective. This planning was also overdue. While annual planning to produce budgets and work plans has continued, it has been several years since the Trust Board focused on big-picture, longer term planning. Looking back on the purpose and vision that led to the establishment of the Reserve was inspiring.

The planning process identified the Trust Board’s core mission, functions, opportunities and challenges. Key functions were framed as four distinct Strategic Elements, each representing a concise Value Proposition with sub-components (work areas) that will help guide future work plans. Throughout the planning process, three key concerns repeatedly emerged from discussions:

Capacity: In the past five years, Trust Board staff has fluctuated according to available funding. While the number of staff has ranged from two to four employees (with additional minimal seasonal assistance), this plan’s estimate of staff needed to meet the responsibilities outlined in this plan is 5.25 FTE – or 2.25 more FTE than current staffing levels (three employees). If the Trust Board is to be effective in meeting even basic responsibilities in all four elements called out in the Strategic Plan, additional staff, or new strategies to accomplish work goals, will be necessary.

Need for Organizational Review: It cannot be stressed enough that the future effectiveness of the Trust Board in any of the Strategic Elements of the plan depends upon a long needed formal review of partner roles and functions, and analysis of the Reserve's existing business model. There was agreement by all participants that the partners must work together to ensure that this essential objective is met in the coming year. While all agreements need review, the review of the NPS agreement is regarded as especially urgent, given the expiration of the joint NPS-Trust Board Cooperative Agreement in 2020, and the financial role of the NPS outlined in the Interlocal Agreement.

Partner Support: As the new Trust Board mission statement makes clear, the Trust Board serves the Reserve and community through partnerships. The Trust Board represents the common interests of all four key partners in the Reserve. It can only succeed with strong direction, participation and support of its partners.

Photos:

1. 2019 Strategic Planning Workshop at Pacific Rim Institute
2. Preservation & Partnerships: Ebey's Forever Advisory Committee: Neinhuis Dutch Barn
3. 2019 VIP program: 7,347 volunteer hours (Windermere Real Estate community day)
4. Community Engagement & Partnerships: Film Slam 2019 participants
5. Outreach, Partnerships, Youth & Family Engagement: Jr. Ranger Day 2019
6. Outreach & Partnerships: Film Slam 2019
7. Preserving, Protecting and Reversing Deferred Maintenance with Grants







DISCOVER EBHEY'S! Junior Ranger Day

**EXPLORE
LEARN
PROTECT**

**Fort Casey
SATURDAY
APRIL 20, 2016
11am - 2pm**



Explore Fort Casey and Ebey's Reserve at this **FREE** family friendly community event, **Saturday, April 20, 2019, 11am at Fort Casey State Park!**

Join us at Fort Casey for Jr. Ranger Day! Pick up your Junior Ranger Activity Book then explore the fort. Learn about the history, agriculture, animals and the partnerships of Ebey's Reserve. Complete the book and receive your Jr. Ranger badge.

Junior Ranger activities are geared to children ages 7 to 14, but it's fun for the whole family, plus, it's a Fee Free day at state parks!

Dress for the weather!

For more information visit www.nps.gov/ebey or call us at 360.678.6084 or 360.678.4519.



Still photo from the 2018 People's & Judges Choice winner, "Open Your Eyes," produced by the Dakota Guys

EBEY'S RESERVE 50 HOUR FILMSLAM

Kick-Off is
Friday, April 12,
5:30pm at the
Cove Café on the
Wharf in Coupeville

Produce a 3-6 Minute movie in 50 hours filmed within and around
Ebey's Landing National Historical Reserve
You may win up to \$1,000.00!

Register at www.nps.gov/ebla or call 360.678.6084

Presented by the Trust Board of Ebey's Landing National Historical Reserve



Whidbey
ISLAND BANK

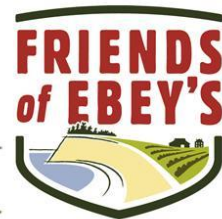
A Division of Heritage Bank



Prairie Center
Red Apple
MARKET



EBEY'S LANDING
NATIONAL HISTORICAL RESERVE



the
cove
FOOD DONE RIGHT. HERE.



Windermere
REAL ESTATE

2019 Ebey's Forever Grant Recipients

\$54,500 granted to 9 properties

	<p>Benson Confectionary 1916 - \$10,000</p> <p><i>Window Restoration, Re-locate Electrical Panel, Sliding Door restoration</i></p>		<p>Captain Whidbey Inn 1907 - \$10,000</p> <p><i>Replace Log Siding</i></p>
	<p>Haller House 1859 & 1866 \$12,000</p> <p><i>New Cedar Roof</i></p>		<p>Joseph Libbey House 1870 - \$4,000</p> <p><i>Replace Failing Windows</i></p>
	<p>E.O. Lovejoy House 1890 - \$2,000</p> <p><i>Foundation Stabilization</i></p>		<p>Mulder House 1900 - \$2,400</p> <p><i>New Roof</i></p>
	<p>Nienhuis Dutch Barn 1920 - \$8,000</p> <p><i>Hay Loft & Structural Stabilization</i></p>		<p>Reuble Barn Early 1900s \$4,500</p> <p><i>Replace Failing Siding</i></p>
	<p>Robertson House 1864 - \$1,600</p> <p><i>Foundation Pest Management</i></p>		