

Trust Board of Ebey's Landing National Historical Reserve
Minutes from meeting on Tuesday, September 22, 2020

Present: Lisa Bernhardt, Sally Garratt, Michael Moore, Al Sherman, David Louter

Excused: Erin Borden, Chris Holm

Staff: Carol Castellano

Others: Julie Dougherty-Winger (Friends of Ebey's)

The Trust Board conducted their regular Trust Board Meeting by Zoom Video Conferencing services.

Chair Lisa Bernhardt called the meeting to order at 4:02pm. Roll was called to establish a quorum. Louter was not able to participate until later in the meeting. Bernhardt continued the meeting without a quorum with all votes delayed until Louter was able to participate.

Moving into a general meeting, Bernhardt addressed the audience asking if there was public comment. Joe Kunzler expressed his interest in the proposed Southern Gateway project and asked that Island Transit be a part of the discussion to perhaps move a bus stop to the location. Gretchen Luxenberg asked for a copy of the draft cooperative agreement. Garratt said there was no draft yet, and discussions with NPS are on-going. Garratt added that when a draft was available, it would be provided to whoever wanted a copy. Kathy Baxter from Coupeville Historic Waterfront Assn. commented on the meeting she had with Griffin. Baxter said she had a copy of the Trust Board Strategic Plan and hopes we can work through a community process on transportation issues, particularly with discussions revolving a passenger ferry.

TREASURER'S REPORT & VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt called on Sherman for a brief Treasurer's report again adding that any votes will come when a board quorum is established. Sherman noted that operations vouchers was much larger due to a payment to the Northwest Youth Corps, and 3rd quarter payroll taxes. In addition, Sherman noted two vouchers from the restricted fund – one for filing fees, and one for a grant reimbursement.

At this point, Louter joined the meeting and Bernhardt established a quorum.

- *Action: Sherman moved to approve vouchers from the Operations Acct., nos. 20-190 to 20-209, totaling \$43,322.29. Second by Moore. Bernhardt called for the vote, approved unanimously.*
- *Action: Sherman moved to approve vouchers from the Restricted Acct., nos. 20-210 to 20-211, totaling \$3,252.08. Second by Garratt. Bernhardt called for the vote, approved unanimously.*

Bernhardt returned to the agenda and asked the board to approve an amended agenda adding a presentation by NPS Operations Mgr., Roy Zipp on the southern gateway proposal.

- *Action: Sherman moved to approve the amended agenda, second by Garratt. Bernhardt called for the vote, approved unanimously.*

MEETING MINUTES – July 28, 2020:

Bernhardt asked for a motion to approve the minutes of the August 25, 2020 meeting.

- *Action: Moore moved to approve the minutes of August 25, 2020, second by Louter. Hearing no further comments or corrections, Bernhardt called for the vote, approved unanimously.*

FRIENDS OF EBHEY'S REPORT:

Bernhardt called on Julie Dougherty-Winger who reported the Friend's had approved their budget at their last meeting, and will work to raise the requested amount by the Trust Board, however, depending on income levels, the Friends may need to reassess the request and timing of funding. The Friends have met their goal for the summer appeal. Dougherty-Winger also noted that this is Barn Week, and the Washington Trust for Historic Preservation is hosting a free "brown bag" lunchtime on-line lectures on barns. Harrison Goodall will be presenting on Thursday.

PARTNER REPORTS:

- **Town of Coupeville:** Moore reported that town facilities are still closed, but town hall is open by appointment. The town council is working through the budget process for 2021; a permit for a Hallowe'en car parade is on the agenda for approval; Lisa Bernhardt is slated to be re-appointed for another term on the Trust Board; and Andrew Ziehl has been appointed to Position 3, taking Moore's place. Bernhardt thanked Moore for ^{his} her service on the board and welcomed Ziehl.
- **Island County:** No report.
- **Washington State Parks:** No report.
- **National Parks:** No report.

OLD BUSINESS: Bernhardt called on Garratt to give an update on the cooperative agreement. The committee had not met, however Garratt reported a brief discussion with Louter regarding a draft. Louter said a draft would be prepared sometime in mid-October, and hopefully something to the Trust Board by November. Bernhardt welcomed public comment.

NEW BUSINESS: Bernhardt reported that county commissioner Price-Johnson had notified her that Sherman, while retiring from the board, had agreed to stay on through the end of the year, and in January, a new board member will be appointed. Bernhardt again thanked Moore, welcomed Ziehl, and thanked Bishop for his service on the board.

Zipp did not call into the meeting for his presentation on the southern gateway, so Bernhardt tabled this to the October meeting.

RESERVE MANAGER & COMMITTEE REPORTS: There were no committee reports, however Castellano reported the end of the summer season at the Ebey House, congratulating Belcher on a successful, albeit shortened season, and thanked the volunteers who helped great nearly 4000 visitors.

GOOD OF THE ORDER: Bernhardt then welcomed several callers into the meeting who expressed their appreciation for the 17 years of Trust Board service by Sherman, as well has his long, on-going commitment in the Reserve. Thank You, Al Sherman.

Hearing no further business or good of the order, Bernhardt adjourned the meeting at 5:20pm.

Carol L. Castellano

Respectfully submitted by Carol L. Castellano, Office Manager

as connected

10/27/2020

Date Approved

Trust Board of Ebey's Landing National Historical Reserve
Minutes from meeting on Tuesday, August 25, 2020

Present: Lisa Bernhardt, Sally Garratt, Erin Borden, Wilbur Bishop, Al Sherman, Chris Holm

Excused: Michael Moore, David Louter.

Staff: Kristen Griffin, Carol Castellano, Jorden Belcher

Others: Julie Dougherty-Winger (Friends of Ebey's), Roy Zipp (NPS)

The Trust Board conducted their regular Trust Board Meeting by Zoom Video Conferencing services.

Chair Lisa Bernhardt called the meeting to order at 4:01pm. Roll was called to establish a quorum.

Bernhardt addressed the audience asking if there was public comment. Gretchen Luxenberg announced it was the birthday of the National Park Service.

MEETING MINUTES – July 28, 2020:

Bernhardt asked for a motion to approve the minutes of the July 28, 2020 meeting. It was noted there was a typo on page 2 under OLD BUSINESS, correcting "they" to "the."

- *Action: Bishop moved to approve the corrected minutes, second by Holm. Hearing no further comments or corrections, Bernhardt called for the vote, the corrected minutes were approved unanimously.*

TREASURER'S REPORT & VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt called on Sherman who gave a brief Treasurer's report and commented on the operating fund vouchers. Sherman read a brief report noting

- *Action: Sherman moved to approve vouchers from the Operations Acct., nos. 20-172 to 20-189, totaling \$28,268.77. Second by Bishop. Bernhardt called for the vote, approved unanimously.*

FRIENDS OF EBHEY'S REPORT:

Bernhardt called on Julie Dougherty-Winger who reported that people are still giving in the appeal, but the amounts are much smaller. It was confirmed that the annual potluck in November will be cancelled.

PARTNER REPORTS:

- **Town of Coupeville:** No report.
- **Island County:** Written report provided by Commissioner Price-Johnson, which Griffin read into the record (*a copy is attached to the minutes*).
- **Washington State Parks:** Holm reported that the lighthouse renovations have been completed and it is open to visitors while complying with Covid-19 mandates.
- **National Parks:** Zipp confirmed that work on the new vault toilet at the Pratt Loop Sheep Barn is underway.

OLD BUSINESS: Griffin presented two response letters, one to the Coupeville Historic Waterfront Assn. and one to Gretchen Luxenberg and the petition she sent.

- *Action: Bernhardt asked for a motion. Borden moved to approve sending both the letters with no changes, second by Garratt. Hearing no discussion, Bernhardt asked for the vote, approved unanimously.*

Letters will be formally prepared, signed and will be sent out. Bernhardt then moved to the FY 2021 Budgets and Work Plan.

- *Action: Bernhardt asked for a motion on the FY 2021 Operations Budget. Holms moved to approve, second by Borden. Hearing no discussion, Bernhardt asked for the vote, approved unanimously.*

- *Action: Bernhardt asked for a motion on the FY 2021 Ebey's Forever Restricted Budget. Holms moved to approve, second by Borden. Hearing no discussion, Bernhardt called for the vote, Approved unanimously.*
- *Action: Bernhardt asked for a motion on the FY 2021 Work Plan. Following some amendments to the plan, Holm moved to approve the FY 2021 Annual Work Plan, second by Garratt. Hearing no further discussion, Bernhardt asked for the vote, approved unanimously.*

Discussion turned to the Cooperative Agreement. Garratt gave an update on the Cooperative Agreement committee and NPS negotiations, saying the committee hopes to have something for everyone to see very soon. Good progress and good work has been made. Bernhardt welcomed public comment. Joe Kunzler asked when the public might see section 106 mitigation funds being used to create signage detailing the history of the OLF.

NEW BUSINESS: Bernhardt called on Bishop who introduced a project regarding public education on the Reserve concept. The topic will be discussed at the upcoming Trust Board workshop on September 8, 2020.

RESERVE MANAGER & COMMITTEE REPORTS

- **Reserve Manager Report:** Griffin reported her work on the FY 2021 budgets and work plan; The Northwest Youth Corp has visited with two youth groups to do work around the Reserve. Griffin closed by talking a bit about visitor management issues.
- **Ed/Outreach Committee:** Ed/Outreach Coordinator, Jordan Belcher, is working on several projects, including the visitor guide and some interpretive panels. Sherman said he'd reach out to Belcher for a project status update.
- **Trail Committee:** Borden reported that the committee met to discuss issues around EMS responses on the trails and on issues relating to visitor impact.

GOOD OF THE ORDER:

Hearing no further business or good of the order, Bernhardt adjourned the meeting at 5:30pm.

Lisa Bernhardt

Respectfully submitted by Lisa Bernhardt, Trust Board Chair

9/22/2020

Date Approved

Rough Draft Minutes from Trust Board Meeting August 25th 2020 via Zoom

Present: Erin Borden, Lisa Bernhardt, Wilbur Bishop, Al Sherman, Sally Garrett, Chris Holms, Kristen Griffin

Not Present: Mike Moore, David Louter

Guests logged in: Harrison Goodall, Kathy Baxter, Gretchen Luxenborg, Lynn Hyde, Joanne Rhoomes, Vickie Chamber, anonymous, Joe Kunzler, Roy Zipp, Julie Winger

A Roll call was done as soon as the meeting was called to order at 4:01 p.m. to establish a quorum

Meeting formally called to order at 4:01 p.m.

Public Comment-Gretchen Luxemborg announced it was the NPS birthday

Minutes of previous trust board meeting-a correction was noted to change th to the. Wilbur Bishop moves to accept minutes with correction, Chris Holms seconds. Motion carries

Treasurer's Report give by Treasurer Al Sherman. Al moves to accept the operating fund vouchers. Wilbur Bishop seconds, motion carries

Friends of Ebey's Report by Julie Winger-folks are still giving but in smaller amounts. Current Appeal for funds is out and being received well. Confirming there will be no pot luck this November.

Brief Update from Partners-no one from Town of Coupeville present, believed they are all at their first budget meeting

Island County-Report read into the record by Kristen Griffin on behalf of Helen Price Johnson

Washington State Parks-Chris Holms reports Lighthouse renovations done and open for business complying with Covid 19 mandates

National Parks-Roy Zipp confirms work on the new vault toilet at the Pratt Loop Sheep Barn is underway

Old Business:

Letters-response-approval sought for both letters, Luxenborg petition and CHWA-Erin Borden moves to approve sending both letters, Sally Garrett seconds, motion carries. Letters will be formally prepared, signed and sent out

2021 Budget and Workplan:

Action Approval of FY2021 Operations Budget, Chris Holms moves to approve, Erin Borden seconds, motion carries

Action Approval of FY202 Ebey's Restricted (Grant) Budget, Chris Holms moves to approve, Erin Borden seconds, motion carries

Approval of FY 2021 workplan with amendments, Chris Holms moves to approve, Sally Garrett seconds, motion carries

Fw: [EXTERNAL] Island County Update

Griffin, Kristen P <Kristen_Griffin@partner.nps.gov>

Tue 8/25/2020 10:44 AM

To: ebeyroadfarm <ebeyroadfarm@gmail.com>

Cc: Castellano, Carol L <Carol_Castellano@partner.nps.gov>

Wilbur you will be taking minutes today, right? FYI, Helen sent me this info that will be her report. I printed it out for Carol so it can become part of the meeting record. I'll leave it on her desk.

Kristen P. Griffin
Reserve Manager
Ebey's Landing National Historical Reserve
P.O. Box 774
Coupeville, WA 98239
360-678-6084

From: Helen Price Johnson <H.Price_Johnson@islandcountywa.gov>

Sent: Tuesday, August 25, 2020 9:26 AM

To: Griffin, Kristen P <Kristen_Griffin@partner.nps.gov>

Subject: [EXTERNAL] Island County Update

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

Hi Kristen,

I'll be in another meeting this afternoon, and want to offer this report for the Trust Board.

1. Budget – our local revenues are down due to COVID-19, but not as significantly as some of our sister jurisdictions. Since our County lags in sales tax revenues when times are good, we are not as vulnerable during a down turn. We are taking steps to adjust prudently, and are cautiously optimistic that no major cuts will need to be taken to balance the budget this year. The 2021 Island County budget will include \$10,000.00 to help fund the Historic Preservation permit support work of the Trust Board office. The successful implementation of the Ebey's Landing National Historical Reserve Design Review and Community Design Standards rely upon the partnership established between the Town of Coupeville, Island County Planning Dept. and the Trust Board staff.
2. Mary Engle, Island County Assessor is serving as the interim director of the Island County Planning and Community Development Department, following the resignation of Jessica Carpenter earlier this month. I appreciate Mary's willingness to step into this challenging role as we seek a full time director for this important department.
3. The pandemic continues to be a concern, and I am very grateful for all the efforts our community is taking to stay safe. There are federal grant funds available for essential needs, housing and food vouchers through the Island County Human Services office. Please help spread the word to anyone in our community you know who is struggling.

Best regards to you and the whole Trust Board!

Thanks,

Helen

Re: [EXTERNAL] Grahpic to go with my comments

Griffin, Kristen P <Kristen_Griffin@partner.nps.gov>

Wed 8/26/2020 1:14 PM

To: Joe A. Kunzler <growlernoise@gmail.com>; Castellano, Carol L <Carol_Castellano@partner.nps.gov>

Cc: Zipp, Roy M <Roy_Zipp@nps.gov>

Joe, thanks, I'll share this with the trust board. when you say Section 106 Interpretive displays, do you mean the OLF Section 106 consultation?

Kristen P. Griffin
Reserve Manager
Ebey's Landing National Historical Reserve
P.O. Box 774
Coupeville, WA 98239
360-678-6084

From: Joe A. Kunzler <growlernoise@gmail.com>

Sent: Tuesday, August 25, 2020 4:24 PM

To: Castellano, Carol L <Carol_Castellano@partner.nps.gov>; Griffin, Kristen P <Kristen_Griffin@partner.nps.gov>

Cc: Zipp, Roy M <Roy_Zipp@nps.gov>

Subject: [EXTERNAL] Grahpic to go with my comments

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

25 August 2020

Kristen, Carol;

Truly sorry I didn't turn in written public comment before the meeting but been busy with mostly public transit stuff - like preparing for & attending several webinars.

My comments today were about:

a) Requesting an update on the Navy Section 106 Interpretive Displays. I saw something on FB a while ago from the Death Valley National Park where they put one up for a planespotting area. Photo:



b) Just a head's up next month US Navy is scheduled to drop an Air Installation Compatible Use Zone (AICUZ) Study. Please stay tuned for it, I'm hopeful it's good for the Reserve also.

Thoughtfully;

JOE

Trust Board of Ebey's Landing National Historical Reserve
Minutes from meeting on Tuesday, July 28, 2020

Present: Lisa Bernhardt, Michael Moore, Sally Garratt, David Louter, Erin Borden, Wilbur Bishop, and Al Sherman

Excused: Chris Holm.

Staff: Kristen Griffin, Carol Castellano, Jordan Belcher

Others: Julie Dougherty-Winger (Friends of Ebey's), Roy Zipp (NPS), Mayor Molly Hughes, Commissioner Helen Price-Johnson.

The Trust Board conducted their regular Trust Board Meeting by Zoom Video Conferencing services.

Chair Lisa Bernhardt called the meeting to order at 4:01pm. Roll was called to identify board members and to determine a quorum.

Griffin introduced Jordan Belcher as the Education and Outreach Coordinator. Belcher is working with the volunteer docents at the Ebey House for the summer season, as well as on outreach and interpretive materials.

Noting a significant number of public, Bernhardt addressed the audience asking if there was public comment. Ms. Luxenberg asked a brief question regarding public comment on the Cooperative Agreement. Hearing no further public comment, Bernhardt moved to the business of the Trust Board.

MEETING MINUTES – June 23, 2020:

Bernhardt asked for a motion to approve the minutes of the June 23, 2020 meeting.

- *Action: Moved by Bishop, second by Moore. Bernhardt asked for any discussion or corrections. Bishop noted that in Old Business, he did not say that recommendations would be available to the public after the vote, and the sentence was stricken from the minutes. Hearing no further corrections, Bernhardt called for the vote, the corrected minutes were approved unanimously.*

TREASURER'S REPORT & VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt then moved to the Treasurer's report. Sherman read a brief report noting that 2nd Quarter payroll taxes had been paid, and provided some explanation relating to vouchers.

- *Action: Sherman moved to approve vouchers from the Operations Acct., nos. 20-151 to 20-169, totaling \$28,028.09. Second by Bernhardt. Bernhardt then called for the vote, approved unanimously.*
- *Action: Sherman moved to approve vouchers from the Restricted Acct., nos. 20-170 to 20-171, totaling \$3,715.50. Second by Moore. Bernhardt called for the vote, approved unanimously.*

FRIENDS OF EBHEY'S REPORT:

Bernhardt called on Julie Dougherty-Winger with the Friends of Ebey's, who reported that the summer appeal has gone out and while the Friend's is getting a good response, the gift sizes are smaller as is to be expected during this time. The Friend's has cancelled all in-person events through the end of the year, and Dougherty-Winger brought up the question of the Annual Potluck and whether the board wants to move forward with this in November. On the good news front, the Land and Water Conservation Fund was approved in Congress and signed into law, which will provide funding to protect land and address deferred maintenance.

PARTNER REPORTS:

- **Town of Coupeville:** Mayor Hughes reported that the Town Council would be approving over \$100,000 in grants to help small businesses in the town. Grant funded road work will commence at the end of the week and will include overlays on South Main Street. The Town has ceased all capital projects and expenditures with the exception of grant funded projects. The planning department is very busy.
- **National Parks:** Zipp reported that NPS staff is busy working on the Pratt Sheep Barn restroom facility; Electrical upgrades are going in at Farm II; Agreement with the Navy are completed and NPS is moving

RESERVE MANAGER & COMMITTEE REPORTS

- **Reserve Manager Report:** Griffin told the board she is focused right now on Covid-19 response and on the FY 2021 budget and work plan. The office has seen increased EMS response to injuries sustained by hikers on the trails. There will be follow up on this for the Trust Board.
- **Ed/Outreach Committee:** Sherman reported that the committee meet and discussed several interpretive items currently being addressed. The YOU ARE HERE map is virtually ready to move forward, with a minor change to state park land holdings near the ferry terminal. With that correction, we will be able to move this forward. Sherman asked the board to move forward with this, taking the committee's approval as sufficient. Garratt agreed that if the committee is ready to move this on, then she's comfortable with their decision, subject to the change on state park lands.

Action: Bishop moved to approve the "You Are Here" map subject to the addition of missing state park lands; Moore seconded. Bernhardt called for the vote, approved unanimously.

Sherman made mention that the visitor guide was top priority, and that Monroe's Landing panel would be forwarded to the board soon. said the re-print of the visitor guide was the number one thing for the committee, and that Belcher was working on it.

- **Land Use Committee:** Bishop there was some activity, but nothing really to report.

GOOD OF THE ORDER: Bernhardt then asked if there was any comment for the good of the order. Gretchen Luxenberg mentioned her concern that the public doesn't know about the recommendations relating to the cooperative agreement and how does the information get to the public. Griffin replied that all Trust Board business was conducted in a public meeting, however if the Trust Board would like to hold a special meeting then one would be properly noticed. Bishop told Luxenberg that he would be happy to meet with her or anyone about the process; Garratt said some steps would be determined by the NPS solicitor, and they will decide how best to deal with their own properties based on NPS process.

Hearing no further business or good of the order, Bernhardt adjourned the meeting at 5:34pm.

Carol L. Castellano

Respectfully submitted by Carol L. Castellano, Office Manager

corrected per Trust Board

August 25, 2020

Date Approved

Trust Board of Ebey's Landing National Historical Reserve
Minutes from meeting on Tuesday, June 23, 2020

Present: Lisa Bernhardt, Michael Moore, Sally Garratt, David Louter, Erin Borden, Wilbur Bishop, Al Sherman and Chris Holm.

Staff: Carol Castellano

Others: Roy Zipp (NPS)

The Trust Board conducted their regular Trust Board Meeting by Zoom Video Conferencing services.

Chair Lisa Bernhardt called the meeting to order at 4:00pm. Roll was called to identify board members and to determine a quorum.

Bernhardt brought up changes to the agenda and asked for a motion to amend the agenda removing the Easement Monitoring Report from new business.

- *Action: Moved by Moore, second by Holm. Garratt also requested a change to the language relating to the Cooperative Agreement. The agenda language was misstated and the action item was not to approve a draft Cooperative Agreement with the National Park Service, but should have been to move recommendations relating to the Cooperative Agreement forward. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.*

Bernhardt moved to public comment. Joe Kunzler requested to speak and commented on the issue revolving around the eco-blocks at the OLF. (Mr. Kunzler's written comments are attached.) Gretchen Luxenberg also asked to be recognized and commented on the lack of Trust Board transparency regarding the draft recommendations relating to the Cooperative Agreement between the Trust Board and the National Park Service.

MEETING MINUTES – May 26, 2020:

Bernhardt asked for a motion to approve the minutes of the May 26, 2020 meeting.

- *Action: Moved by Sherman, second by Borden. Bernhardt asked for any discussion or corrections, and Moore noted a misspelling. Hearing no further comment, Bernhardt called for the vote, approved unanimously.*

TREASURER'S REPORT & VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt then moved to the Treasurer's report. Sherman noted an increase in operational expenses, and Castellano read off the voucher numbers and amounts.

- *Action: Sherman moved to approve vouchers from the Operations Acct., voucher numbers 20-129 to 20-149 totaling \$21,034.73. Second by Moore. Bernhardt called for the vote, approved unanimously.*
- *Action: Sherman moved to approve one voucher from the Restricted account, number 20-150 totalling \$10,000.00. Second by Bishop. Bernhardt called for the vote, approved unanimously.*

FRIENDS OF EBAY'S REPORT:

Bernhardt read into the record a report from Julie Dougherty Winger, Ex. Director of Friends of Ebey's. (copy attached to minutes).


PARTNER REPORTS:

- **Town of Coupeville:** Moore reported that with too much opposition to the proposal, there will be no closure of Front Street. The council will look at a resolution regarding a staged re-opening of town facilities. Town Hall is open by appointment, although the Rec Hall will be closed through July 31st. All public meetings will be held remotely until further notice.
- **Island County:** No report.

- **Washington State Parks:** Holm reported that camping has returned to state parks, and campground hosts will return on July 1st. Phase 3 will allow for group camping for up to 50 people. Due to revenue shortfalls, state employees will be required to furlough and plans are being made for that likelihood. There's a new sign at Ebey's Landing State Park, renovated by volunteers and staff.
- **National Parks:** Zipp complimented Holm on the new sign and noted the re-opening of the Bluff Loop Trail to one-way flow. Zipp noted he was surprised at the NPS pushback to re-open the trail as it seemed little risk. Visitation is increasing and Zipp encouraged the Trust Board to address the issue. Restoration is moving forward on the Ferry House and will more than likely be addressed next year. Holm asked for a one-way sign for the base of the stairs at the landing.

OLD BUSINESS: Turning to old business, Bernhardt moved to any further discussion on the update to the Rules of Procedure. Hearing no further discussion, Bernhardt read resolution 20-03 to approve the update to the Rules of Procedure.

- *Action: Moore moved to approve Resolution 20-03, Update to the Rules of Procedure. Second by Holm. Bernhardt called for the vote. approved unanimously.*

Bernhardt then turned the floor over to Garratt who is chair of the committee to create a new Cooperative Agreement with the National Park Service. Committee is made up of Garratt, Bishop, Holm, and Louter. Garratt noted that the recommendations presented will help move the process forward in a collaborative way as the first step in the process. Louter added that it's a good statement to have for discussion points, and how those will help form the agreement. Holm said he was pleased with where the committee was at and in moving the recommendations forward. ~~Bishop said the recommendations would be available to the public after the vote.~~ 

- *Action: Garratt moved to have the Trust Board approve moving the recommendations regarding the Cooperative Agreement to the National Park Service. Second by Bishop. Hearing no further discussion, Bernhardt called a roll-call vote: Bishop, Holm, Moore, Sherman, Garratt, Louter, Bernhardt, and Borden voted to approve. No dissenting votes. Approved unanimously.*

Garratt gave a quick update and noted the next steps were to discuss logistics with the National Park Service and have a more formalized process in a public way. Bernhardt thanked Garratt for her work.

NEW BUSINESS: No new business.

RESERVE MANAGER & COMMITTEE REPORTS

- **Reserve Manager Report:** No report – Griffin was on vacation.
- **Ed/Outreach Committee:** Sherman noted that the committee met on June 12th to discuss the revisions on the Visitor Guide and said there was lots of input. It was a constructive meeting, and staff will work on a final draft.
- **Land Use Committee:** Bishop reported the committee met but didn't do any work to bring forward to the board. The main issue is how to work with the National Park Service regarding acquisitions. Louter said that the GAO Act was signed, providing more Land and Water Conservation Funds to the states and it might be possible to secure additional funds for Ebey's.

GOOD OF THE ORDER: No other business.

Hearing no further business or good of the order, Bernhardt adjourned the meeting at 4:45pm.



Respectfully submitted by Carol L. Castellano, Office Manager

Connected Minutes



Date Approved

Staff Report – Historic Preservation Program

Ebey's Forever Grant Program

- 2020 Grant Program: The Captain Whidbey Inn (log replacement), Coupeville Cash Store (awning removal/repair) and E.O. Lovejoy House (chimney rehabilitation) projects are underway.
- 2018 Grant Program: The Sherman Hog Barn roof repair project is complete.

Ebey's Reserve Preservation Grant Program

- The following projects have commenced, utilizing DAHP-approved Covid-19 safety plans:
 - Coupeville Cash Store: Work is underway on the foundation and window rehab elements of this project; the building was recently lifted and levelled.
 - Haller House: Work is underway on the window rehab element of this project; the upstairs windows have been rehabbed and reinstalled.
 - Zylstra House: The composition roof replacement work element of the project has been completed; window rehabilitation work is scheduled to commence mid-summer.
- The following projects are complete and completion reports have been submitted to DAHP:
 - Alexander Blockhouse: The cedar shake roofs and gutters on the canoe shed, cross hut and blockhouse have been thoroughly cleaned.
 - Captain Whidbey Inn: The cedar shake roof has been replaced in-kind.
 - Whidbey Mercantile: The composition roof has been replaced in-kind.

HPC/HRC

- The county planner informed the HPC members and associated staff that the June HPC meeting would be held remotely, using the Starleaf application.
- The June HRC meeting was held remotely, using email to review and comment on applications. Reserve staff participated in reviewing three applications from the county and two from the town.

Land Use/Easement Monitoring

- FY20 annual monitoring report is being reviewed. Monitoring (full review) for FY21 will begin in the fall.

Public Contact/Training/Other Projects

- Review of the 2016 inventory of contributing structures to the Central Whidbey Island Historic District has taken place and minor edits have been completed. Staff is currently assessing some properties for possible inclusion on the National Register and a few for possible removal (due to loss of integrity). After thorough evaluation and consultation with town and county planning staff, property owners will be contacted for consent.
- HRC members have been presented with concepts for a new design review FAQ and project table, whose purpose it would be to clarify the process for the public. This information will be reviewed for accuracy and thoroughly vetted before possible inclusion on the new Trust Board website and/or printing for public distribution.
- Staff has designed a new 'information center' for the front porch of the cottage and engaged the Central Whidbey Lions Club to possibly build the components. This installation will include a new, larger brochure box to accommodate the visitor guide, junior ranger books and passport stamp as well as the usual brochures. A lockable display case to post information and notices is also included in this project.

Friends of Ebey's Report to the Trust Board

June 2020

Events

Friends had one last event at a private home slated for the end of August. This month, we decided to cancel this event. Friends may look to micro house parties, where hosts invite just 2 or 3 couples to their homes at a time.

There will be an online auction on eBay this month. Friends will be auctioning off commissioned artwork.

Funding

Friends is responsible for an additional \$7,500 to the TB for capacity funding, We expect to be able to make this final disbursement at the end of this month.

Appeals

The summer appeal will go into the mail at the end of this week. Friends is wrapping up the major donor appeal and turning our attention to the summer appeal for which we have secured a \$13,000 match. Thank you to Carol for being willing to print the appeal, saving us hundreds of dollars and making the appeal possible.

Joe A. Kunzler <growlernoise@gmail.com>

Wed 6/24/2020 3:44 PM

To: Castellano, Carol L <Carol_Castellano@partner.nps.gov>

Thanks Carol.

First, thanks for the wonderful signature quote. You may not know this about me, but I am an open government activist.

Second, my comments for the minutes are as follows:

I, Joe Kunzler, am concerned and remain deeply concerned without a strong narrative tying OLF Coupeville to Ebey's NHR about the future of Ebey's NHR or even if the reserve *should* exist as a government entity after some of the harmful statements issued to the federal courts. That said, I am someone who believes in a future of folks taking a morning hike - preferably arriving via Island Transit or carpooling - in the Reserve and then watching OLF flight operations in the afternoon & evening.

I hope for regular updates on the reserve's involvement with Section 106 agreements with the US Navy. For instance, I understand in regard to the concrete barriers around OLF Coupeville there was supposed to be a report by a consultant hired by the US Navy. There are also supposed to be interpretive displays thanks to Ranger Roy Zipp's leadership - one of the few shining lights in the 2018-2019 Section 106 *Fiasco*. I, Joe Kunzler, cannot stress enough the need for the Reserve and NAS Whidbey Island to prioritize these investments. I hope for updates please.

Not exactly what I said, but a good summary.

Many thanks;

JOE



EBEY'S LANDING
NATIONAL HISTORICAL RESERVE

Trust Board of Ebey's Landing National Historical Reserve
P.O. Box 774, Coupeville, WA 98239 • 360.678.6084



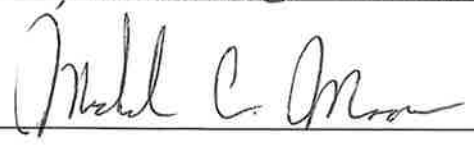

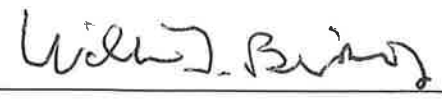
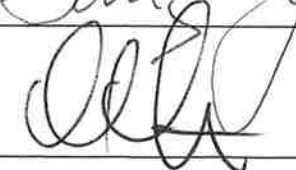


RESOLUTION 20-03
RESOLUTION ADOPTING THE 2020 RULES OF PROCEDURE

WHEREAS, The Trust Board of Ebey's Landing National Historical Reserve adheres to the *Trust Board of Ebey's Landing National Historical Reserve Rules of Procedure* as laid out in 2006, and

WHEREAS, The Trust Board has determined that sections of the *Trust Board of Ebey's Landing National Historical Reserve Rules of Procedure* Trust Board Rules of Procedure required revisions to more clearly and consistently provide for the direction of the Trust Board, and

WHEREAS, The Trust Board has the authority to make these revisions to the *Trust Board of Ebey's Landing National Historical Reserve Rules of Procedure*, therefore be it

RESOLVED, the revised *Trust Board of Ebey's Landing National Historical Reserve Rules of Procedure*, a copy of which is attached to this resolution and by reference made a part hereof, are hereby **ADOPTED this 23rd Day of June 2020.**

TRUST BOARD OF EBEBY'S LANDING NATIONAL HISTORICAL RESERVE
RULES OF PROCEDURE

(Revised & Approved June 23, 2020)

SECTION I - PURPOSES

Management of the Ebey's Landing National Historical Reserve, as generally provided for in the Comprehensive Plan for the Reserve, and in accordance with that Interlocal Agreement recorded July 28, 1988, under Auditor's File No.88009136, Records of Island County, Washington;

Administration and protection of sites, facilities and interests in land acquired and retained by the National Park Service and, by mutual written agreement between the Trust Board and a landowner, other lands within the Reserve;

Administration of programs within the scope of the Reserve purposes;

Monitoring and evaluation of compliance with and effectiveness of various conservation measures being used within the Reserve;

Participation in the land use review process of both Island County and the Town of Coupeville, to assure protection of valuable resources of the Reserve;

Cooperation with Town and County departments and staff to assure awareness and protection of valuable resources of the Reserve during routine governmental activities;

Entering into contracts to provide necessary materials and services to develop and maintain facilities and enhance and protect the resources of the Reserve;

Entering into contracts with individuals, private organizations, and local community and governmental bodies to protect, research, enhance, document and interpret the resources of the Reserve;

Accept and expend funds from public and private sources for activities and purposes related to the operation of the Reserve, subject to the limitations established by the granting authority, organization or individual.

SECTION II - MEMBERS

A. APPOINTMENT OF MEMBERS

Membership shall be limited solely to those representatives appointed by the agencies participating in the Interlocal Agreement mentioned above.

B. COMPOSITION

Composition of the Trust Board will be as follows:

Positions #1, #2 and #3 shall each be filled by a person representing the Town of Coupeville and appointed by the Town Council of Coupeville.

Positions #4, #5 and #6 shall each be filled by a person residing within Ebey's Landing National Historical Reserve and appointed by the Board of Island County Commissioners.

**TRUST BOARD OF LEBEY'S LANDING NATIONAL HISTORICAL RESERVE
RULES OF PROCEDURE**

(Revised & Approved June 23, 2020)

Position #7 shall be an at-large position, filled by a resident of Island County appointed by the Board of Island County Commissioners.

Position #8 shall be filled by a person appointed by the Director of the Washington State Parks and Recreation' Commission, to represent the State of Washington.

Position #9 shall be filled by a person appointed by the Director of the Pacific Northwest Region of the National Park Service to represent the National Park Service.

No alternate members shall be appointed.

C. TERMS OF APPOINTMENT

Terms of appointment shall be for a period of 4 years.

Positions #8 and #9 shall not have fixed terms but will be filled at the direction of the appointing agencies.

D. VACANCIES

Whenever a vacancy occurs, a new member shall be selected in the same manner as regular appointments. The unexpired term of a position will be finished by the new member, after which the new member may be reappointed by the corresponding agency to a full term.

E. REMOVAL OF MEMBERS

Upon two-week notice, delivered personally, by mail or by email, to all members of the Trust Board and all parties to the Interlocal Agreement, the Trust Board may, by two-thirds (2/3) vote of the entire membership, petition the appointing authority for the removal from the Trust Board, of any member who may violate the terms of these Rules of Procedure, violate explicit instructions of the Trust Board for the conduct of Trust Board business, be absent without adequate cause, from three consecutive regular meetings of the Trust Board, or who may act to thwart the objectives of the Trust Board or the Reserve. Final authority to remove a member from the Trust Board lies with the agency authorized to appoint said member.

SECTION III - OFFICERS

A. OFFICERS ENUMERATED

The Officers shall consist of:

1. CHAIR

The Chair shall, subject to the Trust Board's control, supervise and direct its business and affairs and shall execute all instruments as may be authorized by the Trust Board. The Chair shall preside over all meetings of the Trust Board.

The Chair is the immediate supervisor of the Reserve Manager.

TRUST BOARD OF LEBEY'S LANDING NATIONAL HISTORICAL RESERVE
RULES OF PROCEDURE

(Revised & Approved June 23, 2020)

2. VICE CHAIR

The Vice Chair shall assist the Chair in the administration of the affairs of the Trust Board. The Vice Chair shall assume the duties of the Chair when the Chair is unable to act and until the Trust Board shall fill the vacancy or the Chair re-assumes their duties. The Vice Chair shall serve as the Deputy Auditing Officer and act in the absence of the Auditing Officer.

3. SECRETARY

The Secretary shall oversee maintenance of the official record of the names and addresses of members, directives and policies, minutes of meetings and collection and maintenance of the archives of the Trust Board. The Secretary shall also be responsible for the preparation and filing of information or reports required by federal, state or local regulations.

4. TREASURER

The Treasurer shall, in cooperation with those parties so identified in the Interlocal Agreement, be responsible for the financial operation of the Trust Board. These duties include overseeing the following activities; preparation of the annual budget, reviewing receipts and deposits in the Island County Treasury of all operating funds and restricted funds on behalf of the Trust Board, review of all receipts and management of other monies and valuables as directed by and on behalf of the Trust Board, maintenance of auditable records, review of preparation and filing of any financial reports required by Federal, State or local regulation or the Interlocal Agreement. Additional duties include authorization of disbursement of funds as directed by the Trust Board and rendering periodic financial reports to the Trust Board and agencies involved in its funding. The Treasurer shall be the Auditing Officer of the Trust Board.

B. ELECTION OF OFFICERS

Officers shall be elected at the January regular meeting and follow the Standard Operating Procedure for the Election of Officers.

C. TERM OF OFFICE

Officers shall serve one-year terms.

SECTION IV - STAFF AND SERVICES

The Trust Board may, in accordance with the terms and limitations of the Interlocal Agreement, appoint staff and contract for services and goods, as they deem necessary to fulfill the purposes of the Trust Board and the goals of the Reserve. The Reserve Manager is the immediate supervisor of all staff.

TRUST BOARD OF COUPEVILLE'S LANDING NATIONAL HISTORICAL RESERVE
RULES OF PROCEDURE

(Revised & Approved June 23, 2020)

SECTION V – MEETINGS

A. REGULAR MEETING SCHEDULE

By official action, the Trust Board shall establish the date, time and location of its regular meetings. Regular meetings shall be held at least monthly.

B. CONDUCT OF MEETING

Conduct of all meetings of the Trust Board shall be in conformance with RCW 42.30. (Open Public Meetings Act). All proceedings of the Trust Board will be in accordance with Robert's Rules of Order, unless these Bylaws or other officially adopted policies more specifically direct otherwise.

C. NOTICE OF MEETINGS

All members and participating individuals and agencies shall be given at least three (3) days-notice by email, in the form of a meeting agenda, of matters to be brought before the Trust Board at a regular meeting. Said agendas will also be posted via social media and on the Trust Board's website, at the Trust Board office, and at the Coupeville Post Office.

D. SPECIAL MEETINGS

Special meetings may be called by the Chair or one third (1/3) of the Trust Board, provided twenty-four (24) hour notice is provided by email to all Trust Board members and notice is given in accordance with RCW 42.30, Washington State's Open Public Meetings Act).

E. QUORUM

A majority of the total Trust Board membership shall constitute a quorum for purposes of any regular or special meeting.

F. PROXY VOTING

No vote by proxy shall be allowed on any matter before the Board.

G. CONFLICT OF INTEREST

In accordance with Title 42, Chapter 23, Revised Code of Washington, no Trust Board member shall be beneficially interested, directly or indirectly, in any contract made by the Trust Board except as expressly permitted under Section 42.23.030, RCW. In addition, any Trust Board member shall remove herself or himself from consideration of or voting on any matter in which she or he, or any member of his or her immediate family (spouse, parent, grandparent, sibling, child, child's spouse, or grandchild) has or reasonably appears to have a significant conflict of interest. Proceedings of a quasi-judicial nature before the Trust Board shall be conducted in accordance with the appearance of fairness and conflict of interest provisions of Washington State law.

SECTION VI - FISCAL YEAR

The fiscal year of the Trust Board will begin October 1 of each year and end on September 30 of the following year.

TRUST BOARD OF EBEBY'S LANDING NATIONAL HISTORICAL RESERVE
RULES OF PROCEDURE
(Revised & Approved June 23, 2020)

SECTION VII - ANNUAL WORK PLAN, ANNUAL REPORT AND BUDGET REQUEST

A. ANNUAL WORK PLAN

An annual work plan for the next fiscal year will be prepared and forwarded to all parties of the Interlocal Agreement by August 31 of each year.

B. BUDGET REQUEST

A proposed annual budget for the next fiscal year will be submitted to the funding parties to the Interlocal Agreement by August 31 and to other funding agencies when necessary.

C. ANNUAL REPORT

An annual report will be prepared by October 31 of each year. The Report will review the activities and accomplishments of the Trust Board during the preceding year. The Annual Report will be distributed to the parties to the Interlocal Agreement and made available to all interested agencies and the public.

SECTION VIII – AMENDMENTS


A. PROCEDURE

Except as restricted below, these Rules of Procedure may be altered, amended or repealed by new Rules of Procedure adopted by the Trust Board at any regular or special meeting of the Board, provided that all Board members shall be given at least ten (10) days written notification, by email, of the changes to be considered and the date of the meeting at which the changes will be considered. Proposed amendments to these Rules of Procedure must receive the affirmative vote of two-thirds (2/3) of the attending Trust Board Members.

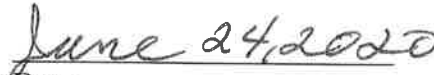
B. AMENDMENT OF KEY SECTIONS

In addition to the above provisions, Sections I, II, and VIII.B may be amended only with the unanimous agreement of all parties to the Interlocal Agreement.

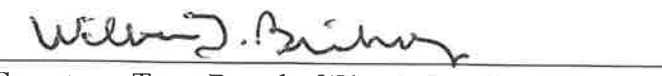
Approved and adopted by motion of the Trust Board, this **23rd day of June 2020**. These amended Rules of Procedure supersede and replace those Rules of Procedure approved and adopted August 22, 2006.



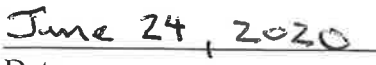
Chair, Trust Board of Ebey's Landing NHR



Date



Secretary, Trust Board of Ebey's Landing NHR



Date

Trust Board of Ebey's Landing National Historical Reserve
Minutes from meeting on Tuesday, May 26, 2020

Present: Lisa Bernhardt, Michael Moore, Sally Garratt, David Louter, Erin Borden, Wilbur Bishop, Al Sherman and Chris Holm.

Staff: Kristen Griffin, and Carol Castellano

Others: Julie Dougherty-Winger (Friends of Ebey's) and Roy Zipp (NPS)

The Trust Board conducted their regular Trust Board Meeting by Zoom Video Conferencing services.

Chair Lisa Bernhardt called the meeting to order at 4:04pm. Roll was called to identify board members and to determine a quorum. Bernhardt invited members of the public to offer public comment limiting time to 2 minutes. Mr. Joe Kunzler was invited to speak and told the Trust Board that primarily due to the pandemic, he would no longer be pursuing his case with the National Park Service over the status of the Central Whidbey Historic District. (Mr. Kunzler's written comments are attached.) Hearing no more public comment, Bernhardt moved to the business of the Trust Board.

MEETING MINUTES – April 28, 2020:

Bernhardt asked for a motion to approve the minutes of the April 28, 2020 meeting.

- *Action: Moved by Moore, second by Louter. Bernhardt asked for any discussion or corrections. Hearing none, Bernhardt called for the vote, approved unanimously.*

TREASURER'S REPORT & VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt then moved to the Treasurer's report. Sherman read a brief report noting that the NPS funding had been obligated and reminded the board of the 3-year audit by the state is coming up and scheduled for the end of November/December.

Bernhardt asked for approval of the Operations vouchers.

- *Action: Sherman moved to approve vouchers from the Operations Acct., nos. 20-118 to 20-128 totaling \$20,539.19. Second by Bishop. Bernhardt called for the vote, approved unanimously.*

FRIENDS OF EBAY'S REPORT:

Bernhardt called on Julie Dougherty-Winger with the Friends of Ebey's, who reported that a small targeted appeal went out, but no large-scale appeal is slated at this time. Merchandise is now available on the Friends website; and a tentative fundraising event is scheduled for August.

PARTNER REPORTS:

- **Town of Coupeville:** Moore reported that many of the summer events have been cancelled, but with the approval to move into Phase II of the Governor's plan, the town will be discussing what that means for opening restrooms and other facilities.
- **Island County:** No report.
- **Washington State Parks:** Holm reported that state parks opened up on May 5th to visitation and hiking, but no camping. Overall, the public has responded well, maintaining distances, wearing masks and being respectful. State parks hopes to have camping open by June 1st, but much depends on how the public responds under Phase II. Griffin asked to be kept in the loop on any updates. Holm agreed and added they hope to have some news come Friday.
- **National Parks:** Zipp reported that the parking area around the cottage and the overlook were now open and the Pratt Loop Trail was open to the public. The Bluff Trail remains closed but hope to have it open as well. Leases for NPS-owned farmland were awarded to Island Potatoes; Walking through steps to open the restroom at the Farm Lane trailhead; Funding for the Ferry House from the Navy is moving forward, and plans were underway to develop a detailed scope of work for the building. Louter reported

that the Regional Director, Stan Austin is moving on to the Southeast Region and a Woody Smeck will step in as Acting Regional Director.; Zipp closed by saying as soon as there is guidance from NPS on how to open the Ebey House, he will reach out to Griffin and Castellano.

OLD BUSINESS: Bernhardt called on Griffin to present two recommendations (tabled from the April meeting) to present to the National Park Service regarding the Main Street Parcel and the Rockwell House and requested action by the board.

- *Action: Bishop moved to approve the recommendations to the National Park Service on the Main Street Parcel. Second by Garratt. Bernhardt asked for discussion, hearing non, called for the vote, approved unanimously.*
- *Action: Bishop moved to approve the recommendations to the National Park Service on the Rockwell House. Second by Garratt. Bernhardt asked for discussion, hearing non, called for the vote, approved unanimously.*

Bernhardt moved to other old business and asked Griffin to speak about the draft Rules of Procedure. Griffin had sent the draft to the board members and proposed this be a topic for a workshop in June, followed by a resolution of approval at the regular June meeting.

NEW BUSINESS: Griffin reported that there is funding received by the Trust Board through the National Park Service to bring a youth group to the Reserve this summer from the Northwest Youth Corps. Edison Valez will be asked to participate at a workshop or meeting to explain the program to the board. Griffin mentioned a possible needed change to the SOP relating to contracting for services. The SOP authorizes the Reserve Mgr. to sign agreements up to \$15,000, however the agreement with the Northwest Youth Corps will be over \$60,000, asking who will sign the agreement.

- *Action: Moore made a motion to allow the Trust Board Chair to sign the agreement with the Northwest Youth Corps. Second by Bishop. Bernhardt asked for discussion, hearing non, called for the vote, approved unanimously.*

RESERVE MANAGER & COMMITTEE REPORTS

- **Reserve Manager Report:** Griffin thanked the board for trying out the new Zoom platform for a meeting. Currently, the two grant programs are a major part of staff work right now as we help grantees navigate the grant process with the state and our local program. Griffin said she had planned to hire a new Ed/Outreach Coordinator but was unable to move forward. Griffin is reaching out to the applicants to gauge interest levels, then will move forward with interviews. Ebey House docents have expressed concern about coming back for the summer season, and staff is working to keep them engaged with the program. We may be developing a series of on-line lectures relating to the Reserve. Sherman expressed he had a different take on the volunteer program at the Ebey House.
- **Land Use Committee:** Bishop reported the committee now has a full 4-member committee with Louter joining. The group met to discuss the Land and Water Conservation Fund priorities and the recommendations to NPS. Only one priority was submitted to NPS. Bishop said the committee hopes to have a better collaboration with NPS on the priorities, and thanked Zipp for his input. There will be further discussion on the Pratt West Ridge lease with NPS, which is up for renewal next year.
- **Cooperative Agreement Committee:** Garratt welcomed Louter to the committee and reported that they are working on developing a draft Cooperative Agreement and plan to have it to the Trust Board in the next few weeks.

GOOD OF THE ORDER: Sherman asked Zipp about the report on the dairy industry in Island County that NPS produced and what the status of the milking parlour at Farm I was. Zipp said the parlour was in a very deteriorated condition and hazardous. Zipp also said the report found that it was built later than originally thought and didn't meet the criteria as a historic structure. The plan was to demolish the building, but Zipp reported the cost was too high so that task has been tabled for the time being.

Hearing no further business or good of the order, Bernhardt adjourned the meeting at 5:00pm.

Carol L. Castellano

Respectfully submitted by Carol L. Castellano, Office Manager

6/23/2020

Date Approved

[EXTERNAL] 2020-05-26 JAK SUSPENSION of invocation of US Code 36 CFR § 60.15
Regarding Central Whidbey Island Historic District

Joe A. Kunzler <growlernoise@gmail.com>

Tue 5/26/2020 4:44 PM

To: Lowe, Turkiya L <turkiya_lowe@nps.gov>

Cc: Griffin, Kristen P <Kristen_Griffin@partner.nps.gov>; Castellano, Carol L <Carol_Castellano@partner.nps.gov>; Brooks, Allyson (DAHP) <Allyson.Brooks@dahp.wa.gov>; michael.houser@dahp.wa.gov <michael.houser@dahp.wa.gov>; Durbin, Jeffrey L <Jeffrey_Durbin@nps.gov>; Louter, David B <David_Louter@nps.gov>

26 May 2020

Dear Dr. Lowe;

I have decided in all my wisdom not to proceed forward in regards to US Code 36 CFR § 60.15 case regarding the Central Whidbey Island Historical District at this time. We are all putting our bow into the pandemic waves over here, addressing the chaos Covid19 has brought to our community and I do not want to add to that chaos to carry forward the legal statements of Citizens of Ebey's Reserve (COER) members for chaos' sake.

As I told the Ebey's NHR Trust Board and Manager earlier today, there are some very tough and thoughtful discussions about the future of Ebey's NHR between Accident Potential Zones, amplifying budgetary challenges, and yes the Covid-19 our masks are on as we turn our bows into the pandemic and the Ebey's NHR staff & volunteers are nobly preserving on. I do not see how the heckfire those discussions can be held in good faith if yours truly is gunning for the underpinnings of Ebey's NHR on some yee-haw campaign.

Especially when *this* campaign was intended larger to *deter* COER and that clearly failed. However, if I see any future Ebey's NHR involvement to aid COER in their efforts intentionally or not - not being the case in November 2018 - to close OLF Coupeville this conversation changes as fast and as loud as an EA-18G Growler entering the Field Carrier Landing Practice (FCLP) pattern at OLF Coupeville. That's my red line.

With that last autumn, I had the privilege of working on a campaign with a candidate who became a lifelong friend and sometimes during the campaign this brave petite angel lady had to grab her "Growler Joe" by the collar to not respond in kind to social media nastiness in an attempt to heal our divides as an unspoken but key theme of her campaign. I see this decision as bringing my friend Heidi's campaign to our home out of my deep reservoir of loyalty because again what would be the point? Gotcha politics adding chaos for chaos' sake when the matter is before a court of law and not public opinion? Amplifying my concerns with nominal at best public support thru a sternly serious administrative process? I don't know you and I don't know what your politics are, but respectfully those reasons are reasons the current President would probably give for the *disgraceful* way he acts. We also don't need any more sad news or angry news around here, thanks.

With that, I conclude by quoting Dr. Allyson Brooks when she spoke about this issue in December 2018: "I want to close with something else. I mean, look at this. This is neighbor versus neighbor in Washington State. This is not fair. Captain Army and the Admiral will move on in two years. But every one here has to live together. You [ACHP Staff] will go home tomorrow at 8 A.M. to Washington D.C. and we will still be here." We all have to accept this as a *strategic mein*. All of us. There is more than enough division in the Skagit-Island community. It is going to take years if not a decade plus to hear our divides, divides your truly has amplified and sharpened. Going forward I will let COER do the division and subtraction; my Team Whidbey side of the aisle will do the multiplication and addition. It helps with COER likely to fail with their injunction and other litigation as per a paper from a respected law school.

Very thoughtfully submitted;

Joe A. Kunzler
growlernoise@gmail.com

One last thing: I consider non-transmittal of the attachment an admission of failure. If you read the document you will understand where the sentiment comes from.

Very thoughtfully;

Joe A. Kunzler
901 Metcalf Street, PMB 21
Sedro-Woolley, WA 98284
United States of America
growlernoise@gmail.com

Trust Board of Ebey's Landing National Historical Reserve

Minutes from Tuesday, April 28, 2020

Present: Lisa Bernhardt, Michael Moore, Sally Garratt, David Louter, Erin Borden, Wilbur Bishop, Al Sherman and Chris Holm.

Staff: Kristen Griffin, and Carol Castellano

Others: Island County Commissioner Helen Price-Johnson, and Roy Zipp (NPS)

The Trust Board conducted their regular Trust Board Meeting by conference call.

Chair Lisa Bernhardt called the meeting to order at 4:09pm. Bernhardt called roll to identify board members and determine if there was a quorum. Having determined the board members present on the call, Bernhardt informed the members of the public listening in that there would be no public comment period, but instead if anyone had comments they would like to submit in writing, they would be included with the meeting minutes as part of the official record. One member of the public submitted comments to the board, however they were withdrawn prior to the start of the meeting.

MEETING MINUTES – March 24, 2020:

Bernhardt moved for approval of the March 24, 2020 meeting minutes. *Moved by Moore, second by Bishop. Bernhardt asked for any discussion or corrections. Hearing none, Bernhardt called for a voice vote: Borden, Moore, Garratt, Sherman, Bishop, Holm, Louter, and Bernhardt voted unanimously to accept the minutes as presented.*

TREASURER'S REPORT & VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt then moved to the Treasurer's report. Sherman noted one new addition in the vouchers, and Griffin explained that it was for Hey Atlas Creative who has been contracted with to develop the Trust Board's website.

Bernhardt asked for approval of the Operations vouchers. *Sherman moved to approve vouchers from the Operations Acct., nos. 20-102 to 20-116 totaling \$20,093.38. Second by Garratt. Bernhardt called for a roll call vote: Borden, Bishop, Moore, Holm, Garratt, Sherman, Louter, and Bernhardt voted unanimously to approve the vouchers from the Operations Account.*

Bernhardt asked for approval of the one voucher from the Restricted account. *Sherman moved to approve the voucher from the Restricted Acct., no. 20-117 totaling \$3,000.00. Second by Garratt. Bernhardt called for a roll call vote: Bishop, Holm, Borden, Moore, Garratt, Sherman, Louter, and Bernhardt voted unanimously to approve the voucher from the Restricted Account.*

FRIENDS OF EBHEY'S REPORT:

The report provided by Julie Dougherty-Winger was emailed to the Reserve Manager and it will be included with the written minutes.

PARTNER REPORTS:

- **Island County:** Commissioner Price-Johnson informed the board that the county is producing a Public Service Announcement asking people to follow the guidelines. There are additional avenues for small businesses to explore through grants, but the pandemic will definitely be challenging for our community and small businesses. While state parks will be opening, Patmore Dog Park and Rhododendron park will remain closed. Kettles will open. The Navy has reached out regarding noise monitoring and will begin doing outreach.
- **Washington State Parks:** Holm reported that state parks gradually increasing personnel at the parks, adding tasks. The Governor has said parks will open on May 5th for day use, while camping is to be determined. Holm is working with NPS and TNC to figure out the best way to open the Bluff Loop Trail. Things are changing day to day.

- **Town of Coupeville:** Moore reported that the Town is down to one meeting a month, with only essential business on the agenda. Most employees are working from home.
- **National Parks:** Zipp it was a difficult month for personnel. He is working in the office with degrees of separation from staff. Brad Richardson's term has expired, so Zipp is down to one staff member. The GAO inquiry regarding the farm leasing was dismissed; Planning work continues on the Ferry House; Discussions continue on re-opening; Pratt Loop Trail and parking area will reopen however the public restroom at the trailhead will remain closed.

OLD BUSINESS: Griffin presented recommendations from the Land Use Committee regarding the National Park Service properties, the Main St. Parcel and the Rockwell House, and requested action. There was much discussion and Zipp noted he was in discussion with the solicitor's office regarding moving the land into the private sector and the best course of action to do that. Griffin said there was a land use priority list that does give a pathway for the two parcels, but no proposals have been brought forth at this time. More discussion ensued, with some board members requesting additional time to review the recommendations. Bernhardt tabled further discussion and action to the May meeting.

NEW BUSINESS: There was no new business.

RESERVE MANAGER & COMMITTEE REPORTS

- **Reserve Manager Report:** Griffin reported that we now have a fully executed agreement and staff has begun the process to draw funds into Trust Board account with Island County. Two grant programs were launched at the start of the pandemic, and we are working with state and grantees creating plans to move the projects forward. No grantees have pulled out of the process. Griffin has been in the loop with State Parks, NPS and TNC to reopen trails. Both the Land Use Committee and the Cooperative Agreement Committee have met; The office is operating with one person in the office at a time and we're being very careful, although it's hard when we can't work together as a team. Trust Board office is closed to the general public. Sherman asked about the docent program, Griffin noted that Castellano has reached out to the volunteers and docents and some will/some won't be back. We're discussing options and programs, but everything is day to day. Holm said that State Parks are facing the same thing and are just trying to stay in touch. Bernhardt noted that most of the docents are in that high risk group and it's really out of our hands.
- **Cooperative Agreement Committee:** Garratt reported the committee (Bernhardt, Bishop, Holm and Garratt) had met a couple of times and are working on creating a Cooperative Agreement with the National Park Service. This is a 5-year agreement and it expires at the end of September. The committee is gathering information and hope to bring a draft to the board in the next few months.
- **Land Use Committee:** Bishop reported the committee had met a few times and discussed recommendations to the National Park Service for the Main Street property and the Rockwell House. Bishop also noted they discussed how best to interact with property owners and the NPS regarding farm exchanges. Bishop closed by noting that one easement is out of compliance, and staff will move on notification.

GOOD OF THE ORDER: Griffin thanked the board for putting up with all the video meetings and conference calls and the office disruption; Bernhard thanked everyone for taking care of business and said the work was important.

Hearing no further business to come before the Trust Board, Bernhardt adjourned the meeting at 5:15pm.



Respectfully submitted by Carol L. Castellano, Office Manager



Date Approved

Friends of Ebey's Report to the Trust Board

April 2020

Much like everyone else, Friends has had to pivot our fundraising activities to accommodate the pandemic and be receptive to our community's needs. In this vein, we have cancelled our Reserve Guardian appeal as well as a house party, two activities that typically take place in the spring. Previously, we had suspended the house party event and Reserve Guardian program, but recently have made the decision to cancel them.

Events

We have an event tentatively planned for August. It would be a crab feed hosted outside at a private residence on Madrona Way. We will make the decision at our June meeting whether to do the event in person, move it to a digital event, or put our energy into a different form of fundraising.

Merchandise

To improve people's ability to access merchandise, we are in the process of building a virtual store. We will have a handful of merchandise available and will provide shipping as well as front door delivery to addresses in north and central Whidbey.

This is the last week to purchase the #WhidbeyStrong t-shirt that is made by Ashley's, a local business in Oak Harbor. Half of the cost stays with Ashley's to put their employees back to work when it is safe to do so and half is given to Friends of Ebey's. You can find information on Friends of Ebey's website and Facebook page.

Fundraising

In May, our focus will be touching base with our major donors and sustainable donors, those who have made multi-year commitments.

Communicating with Constituents

We are increasing our email communication with constituents and are looking at various ways to engage with supporters in an online platform.

Friends of Ebey's would like to take a moment to thank the Trust Board and TB staff who have continued to work despite these unusual times. Friends of Ebey's has benefitted from the TB's communication regarding closures of various public lands, how accessing the Reserve might be impacted by future social distancing requirements, discussing fundraising possibilities with staff, among other topics. The accessibility of the TB staff during this time has been incredibly helpful. Additionally, the continuation of the Ebey's Forever Grant Program is particularly exciting to be able to communicate to our supporters. Thank you for all of your good work.

TRUST BOARD MEETING - APRIL 28, 2020

VOTING RECORD - ATTACH TO MINUTES

MEMBER	MINUTES OF 3/24		VOUCHERS - OP		VOUCHERS - REST		MAIN ST.		ROCKWELL			
	YEA	NAY	YEA	NAY	YEA	NAY	YEA	NAY	YEA	NAY	YEA	NAY
Lisa Bernhardt	✓		✓		✓							
Sally Garratt	✓		N/A		N/A							
Wilbur Bishop	N/A		✓		✓							
Al Sherman	✓		1st		1st							
Michael Moore	1st		✓		✓							
Erin Borden	✓		✓		✓							
Chris Moore	✓		✓		✓							
David Louter	✓		✓									

ROLL CALL

PRESENT

KLISERS &
 ANNE
 FERRIE - Lynn HUYSE
 BRETTEN L

ROY ZIPP
 HELEN PRICE
 DOTHSON

BOARD
 USA B
 S AUGG
 VOLKMER B
 AL STRAUSS
 ERIN BORDEN
 MICHAEL MOORE
 CHRIS MOORE
 DAVID LOUTER

Trust Board of Ebey's Landing National Historical Reserve

Minutes from Tuesday, March 24, 2020

Present: Lisa Bernhardt, Michael Moore, Sally Garratt, David Louter, Erin Borden, Al Sherman and Chris Holm.

Absent: Wilbur Bishop (who was unable to get through on the call.)

Staff: Kristen Griffin, Jason Benson, and Carol Castellano

Others: Rick Castellano (ICHS), Commissioner Helen Price-Johnson, and Roy Zipp (NPS)

For the first time ever, the Trust Board conducted their regular Trust Board Meeting by conference call. This action was in response to the call by government officials to stay home and work from home to prevent the spread of the COVID-19 virus. While not an ideal scenario, the Board, virtual visitors and staff were all able to participate. There were a few challenges with the call-in process, but overall, it went smoothly.

Chair Lisa Bernhardt called the meeting to order at 4:01pm. Bernhardt started the meeting by calling roll call to identify which board members were present on the call, and to determine if there was a quorum. Having determined the board members present on the call, Bernhardt asked for permission to adjust the board agenda due to the new "normal" with the conference call. Bernhardt suggested moving the items for action to the front of the agenda, followed by Old Business, New Business, Partner Reports and the Reserve Manager report. Bernhardt also informed the members of the public listening in that there would be no public comment, but instead if anyone had comments they would like to submit in writing, they would be included with the meeting minutes as part of the official record.

MEETING MINUTES – FEBRUARY 25, 2020:

Hearing no objection to the agenda change, Bernhardt moved for approval of the February 25, 2020 meeting minutes. *Moved by Moore, second by Sherman. Bernhardt asked for any discussion or corrections. Hearing none, Bernhardt called for a voice vote: Borden, Moore, Garratt, Sherman, Louter, Bernhardt voted unanimously to accept the minutes as presented.*

VOUCHERS – OPERATIONS & RESTRICTED ACCOUNTS:

Bernhardt then moved to approval of the vouchers from the Operations account and the Restricted account. *Griffin read the Operations vouchers: Voucher nos. 20-085 to 20-099 totaling \$18,976.19. Moved by Sherman, second by Bernhardt. Bernhardt called for a voice vote: Borden, Moore, Garratt, Sherman, Louter, Bernhardt voted unanimously to approve the vouchers from the Operations Account.*

Bernhardt asked for approval of the vouchers from the Restricted account. *Griffin read the Restricted vouchers: vouchers no. 20-100 to 20-101 totaling \$136.84. Moved by Sherman, second by Bernhardt. Bernhardt called for a voice vote: Borden, Moore, Garratt, Sherman, Louter, Bernhardt voted unanimously to approve the vouchers from the Restricted Account.*

EBEY'S FOREVER GRANTS:

Bernhardt called on Griffin to present the 2020 Ebey's Forever Grant projects and recommended funding. Griffin asked Benson to run through the projects. Benson noted it was an unusual year for grants with the two programs running simultaneously. The Grant Advisory Committee (Chris Moore-WA St. Trust for Historic Preservation; Alex McMurry- Preservation Officer, Washington State Parks; Jan Pickard-Friends of Ebey's; Craig Holmquist-Former Operations Mgr. at Ebey's; David Louter-NPS Cultural Resources & Trust Board Member; Erin Borden-Trust Board Member; and Griffin and Benson) reviewed the twelve grant applications submitted with a recommendation to the Trust Board to fund eleven. Following a rundown on the projects, *Bernhardt entertained a motion to approve funding for the 11 grant projects recommended by the Advisory Committee. (At this point, the meeting was joined by Chris Holm, Washington State Parks board representative.) Moved by Borden, Second by Holm. Hearing no other discussion, Bernhardt called for a voice vote: Borden, Moore, Garratt, Sherman,*

Louter, Bernhardt voted unanimously to approve the funding for the 2020 Ebey's Forever Grant program. Griffin and Bernhardt thanked the Friends of Ebey's for their continued support of this important program.

AUDITOR OFFICER APPROVAL OF VOUCHERS:

During this time, the county Auditor's office has made a recommendation to managing vouchers for the Trust Board. Griffin explained that the current process is for the Board Treasurer to review the vouchers and sign the voucher cover sheets, then at the board meeting, all the board members sign the coversheets then approve the vouchers by vote. Current circumstances make it challenging for all the board members to sign the coversheets. The Auditor's office has recommended approval by the board to allow either the Auditing Office (Treasurer) or the Alternate Auditing Office (Vice-Chair) to sign the vouchers on behalf of the board following a vote by the board to approve them. *Bernhardt asked for a motion by the board members to approve this method of voucher approval until the board returns to normal meetings and practices. Moved by Moore, second by Bernhardt. Hearing no further discussion, Bernhardt called for a voice vote: Borden, Moore, Garratt, Sherman, Louter, Bernhardt, Holm voted unanimously to approve this alternate method for signing approval of the vouchers.*

NEW BUSINESS:

Bernhardt moved to new business and called on Rick Castellano, Ex. Director of the Island County Historical Society (ICHS). Castellano made an initial presentation to the Trust Board regarding plans to try and secure the Main Street parcel (less than an acre) currently owned by the National Park Service. Referring to the letter sent to the board members, Castellano has been in discussion with NPS, with the property owners on either side of the parcel and has discussed the proposed plan with the Mayor. Following the presentation, Garratt asked Castellano if the facility proposed for archives and collections would be open to the public. Castellano answered yes. Bernhardt thanked Castellano and said the Land Use Committee would further discuss the proposal.

OLD BUSINESS: There was no old business.

PARTNER REPORTS:

Island County: Commissioner Price-Johnson said that everything is COVID-19 right now, with the county encouraging people to stay safe and stay home. The County also took action to close all county facilities to the public. The public can make an appointment should they need to access county buildings. The federal and state governments are also moving to help provide relief for unemployment and sick leave. Price-Johnson encouraged people to visit the county website for updates on the virus. Price-Johnson also said she spoke with Congressman Larson's office regarding funding for the Trust Board from NPS. Griffin thanked the county for their leadership during the pandemic.

Washington State Parks: Holm reported that state parks is moving to close the campgrounds and park hosts have been told to leave. They will be monitoring the situation for the next couple of weeks and make determinations based on that. They will continue to have law enforcement rangers working and a couple of facilities people. Everyone else has been sent home to work – webinar training, preparing programs, etc. It's an odd time – since the governor has encouraged people to get out and walk, get fresh air, but they need to close the parks due to the high volume of use.

Town of Coupeville: Moore noted that he had sent his report in by e-mail, but since then, the Town has opted not to hold the town meeting in the Coupeville Rec Hall. Instead, the meeting will be held through GoToMeeting on-line. In addition, Town Hall is closed to the public.

National Parks: Zipp reported that his staff is preparing to close the NPS portions of the trails, and the restroom at the trail head next to the cottage. NPS is taking the same posture as the state parks and has been in contact with the Nature Conservancy regarding their trails and preserves. Zipp's staff will begin posting signage along the trails and at "pinch-points" like the switchbacks on the bluff trail. Zipp reported that the Trust Board Task Agreement for funding has been reviewed and approved. Next steps are getting the funding intoread the accounts.

Holm added that even though the “closed” signs are posted, people will still walk the trails, so state parks is being mindful of how they communicate to the public.

Friends of Ebey’s: Griffin read the report submitted by Friends of Ebey’s and noted it’s a challenging time for all the non-profits right now. The report will be attached to the official minutes of record.

Reserve Manager: Griffin reported that initially the office did a “soft” closure, but now the office is closed to the public with no face-to-face communication. There is occasionally a presence in the office, but mostly we’ll be working from home. Cooperative Agreement – Griffin noted that there is a committee set up to being looking at elements of a new Cooperative Agreement. The committee is made up of Garratt (chair), Bernhard, Bishop and Holm. The goal is to organize thoughts and elements of the agreement and bring them next to the board. Financing/Funding – Thanks for the good news, Roy and NPS! Great to hear that the funding will be forthcoming. Congressman Larson – Griffin met with the congressman to discuss the Ebey’s Preservation Grants, the farm leases, and funding from NPS.

Hearing no further business to come before the Trust Board, Bernhardt adjourned the meeting at 5:05pm.



Respectfully submitted by Carol L. Castellano, Office Manager



Date Approved

**Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, February 25, 2020 – 4:00pm**

**Coupeville Library
788 NW Alexander St., Coupeville, WA 98239**

Members Present: Al Sherman, Lisa Bernhardt, Sally Garratt, Chris Holm, Erin Borden, Michael Moore, David Louter

Members Absent: Wilbur Bishop, Island County Position #7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Roy Zipp, Helen Price-Johnson, Molly Hughes, Randy Lavasseur, Julie Dougherty-Winger

Call to Order:

Chair Bernhardt called the meeting to order at 4:01pm. Hearing no public input, Bernhardt moved to the business as presented on the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of January 28, 2020. Moved by Moore, second by Holm. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman presented a brief report noting that the state annual audit report had been filed, and to expect a full 3-year audit in the later part of the year. Sherman then presented the vouchers to the board for review.

Partner Reports

Town of Coupeville: Mayor Molly Hughes reported that a street overlay project would happen this summer; there will be a tree planting event for Earth Day; the Community Garden will be open again this year; and MussellFest is March 7-8.

Island County: Commissioner Price-Johnson reported that the county has hired a new planning director, Jessica Carpenter.

Washington St. Parks: Work on Admiralty Lighthouse is underway and is on-track to be finished by August, but hoping to be done by June. The lighthouse giftshop and museum have been moved into the main park office until the lighthouse reopens. The Fort Ebey campground will open on March 1st.

National Park Service: Zipp reported that work is moving forward on the rehabilitation of the Rockwell House with engineers and architects preparing preliminary plans. Zipp has been in conversation with the Whidbey Island Conservation District about occupying the house once it's complete. The firm doing work at the Rockwell House will also be evaluating and helping design a plan for the Ferry House and best use of funding by the Navy.

Bernhardt took a moment to have the Trust Board members and staff introduce themselves to the audience.

Old Business:

Bernhardt moved to old business and the election of officers for this next year. Bernhardt read resolution 20-02, Election of Officers. Candidates are: Lisa Bernhardt, chair; Sally Garratt, Vice-Chair and Alternate Auditing Officer; Al Sherman, Treasurer and Auditing Officer; Wilbur Bishop, Secretary.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, February 25, 2020 – 4:00pm

Bernhardt asked if there were any other nominations from the floor.

ACTION: Hearing no nominations for officers from the floor, Bernhardt entertained a motion to approve Resolution 20-02, the Election of Officers. Moved by Borden, second by Moore. Resolution 20-02 approved unanimously.

New Business:

Bernhardt introduced Randy Lavasseur, Deputy Regional Director for NPS Regions 8,9,10 and 12. Lavasseur thanked the board and everyone attending and introduced himself and gave a brief update on his background with the National Park Service. Griffin gave Lavasseur a letter from the Trust Board and asked for assistance and direction in preparing a new Cooperative Agreement. Griffin gave a presentation on some of the guiding documents and the Reserve model. Following the presentation and minor discussion, it was agreed that further discussions to map out a new Cooperative Agreement are in order. Lavasseur again thanked the Trust Board and the Partners for their dedication to the Reserve. Bernhardt noted the discussion was very informative and thanked Lavassuer for meeting with the Trust Board.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 20-072 to 20-084, in the amount of \$18,533.34. Second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

Bernhardt called for any further business. Castellano noted that nearly all the grantees of the Ebey's Reserve Preservation Grant had signed the agreements, with one more left; The applications for the Ebey's Forever Grants are due on Friday, and 5 applicants had submitted for consideration.

Adjourned

Bernhardt adjourned the meeting at 5:09pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, January 28, 2020 – 4:00pm
Coupeville Library
788 NW Alexander St., Coupeville, WA 98239

Members Present: Al Sherman, Lisa Bernhardt, Sally Garratt, Wilbur Bishop, Chris Holm, Erin Borden, Michael Moore, David Louter

Members Absent: Island County Position #7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Roy Zipp, Helen Price-Johnson

Call to Order:

Chair Bernhardt called the meeting to order at 4:03pm. Hearing no public input, Bernhardt moved to the business as presented on the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of December 17, 2019. Moved by Bishop, second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Griffin requested a change to the agenda to add a presentation on the Ebey's Preservation Grants.

ACTION: Bernhardt entertained a motion for a change to the agenda adding the presentation relating to the Ebey's Preservation Grants. Moved by Moore, second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman presented a brief report noting that quarterly taxes had been paid and 2019 tax forms distributed to staff and vendors. Sherman then presented the vouchers to the board for review.

Partner Reports

Town of Coupeville: Moore reported that the town will be extending the Navy contract to further help secure water easements; The town received a grant to do street overlays this summer that will include South Main Street.

Washington St. Parks: Holm reported that the Interp Specialist position has been filled and will be Jena Gray will start on February 11th. The Admiralty Lighthouse renovation is now underway with scaffolding going up. Displays and the gift shop have moved into the main office. Work will continue to August, although the hope is it ends sooner. Holm also noted State Parks received an Ebey's Preservation Grant for the big guns and a county 2% grant for electricity at Battery Worth to Kingsbury. The ADA sidewalk work continues and the entrance sign at Ebey's Landing has come down.

National Park Service: Zipp reported that the lease process is complete and will be announced on February 10th. Discussions on what to do with the Rockwell House continues, but the intent is to improve the condition of the house. The Navy's mitigation funding for the Ferry House is still being worked out, but NPS hopes to see funding this year to move work forward. Zipp and Louter both met with the new Deputy Regional Director, Randy Lavasseur, who will be at the February Trust Board meeting. Zipp is looking for funding to keep staff intact at the Reuble Farm.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, January 28, 2020 – 4:00pm

Island County: Commissioner Price-Johnson reported that the county has hired a new planning director, Jessica Carpenter, who will be focusing on an on-line permit process. Some discussion regarding expanding the urban growth area in the Oak Harbor area, and a gateway study for planning along the Clinton corridor.

Old Business:

No old business.

New Business:

- **Committees:** Bernhardt turned to a discussion of committees. Griffin explained the current committee structure and noted that with so many changes to the board, that perhaps some committees might be disbanded or absorbed by other committees. After some discussion, Bernhardt asked that staff send out the current list of committees and who is on which for further discussion by the board.
- **Draft Rules of Procedure:** Griffin presented a draft update to the Rules of Procedure (last updated in 2006) for the board to review and comment. After some discussion, the draft will be further reviewed at the next board workshop.
- **Officer Elections:** Bernhardt returned to committees noting she needed to appoint a committee to identify a slate of candidates for the year. Bishop noted some inconsistencies in current the Rules of Procedure and Standard Operating Procedures and following some discussion, made a motion to appoint the current board officers for next year. Moore seconded the motion. Discussion ensued with staff reminding the board a resolution must be passed on the officers and one was not prepared. Following further discussion, Moore withdrew his second, and the motion from Bishop did not move forward.
- **Draft Standard Operating Procedures:** Working through draft Standard Operating Procedures, staff presented four drafts of SOP's for discussion: Approval of Meeting Minutes; Archives; Computers & File Management; and, a new SOP relating to the Contingency Fund. Following brief discussion action was taken.

ACTION: Garratt made a motion to accept the draft Standard Operating Procedures (Approval of Meeting Minutes; Archives; Computers & File Management; and, the new SOP for a Contingency Fund) Second by Bernhardt. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

Reserve Manager Report & Other Committee Reports:

Bernhardt called on Griffin to make her report. Griffin thanked the state, the governor, and the community for securing the funding for the Ebey's Preservation Grants for historic preservation in the community, and presented projects and funding in a slide show. The awards were announced at a ceremony at the library with all the recipients in attendance. Garratt said she was going to Olympia and will express thanks.

Griffin also noted that a draft task agreement had been presented and we were awaiting an update. Zipp said he had just heard, prior to the meeting, that the board will have a modified FY 2019 Task Agreement that will then seamlessly move to the current FY 2020 Task agreement. The process is moving forward.

Griffin closed her comments by noting we are in discussion with web designers to move forward with a Trust Board website.

**Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, January 28, 2020 – 4:00pm**

Bernhardt invited new member, Erin Borden to introduce herself, and the board members to her.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Restricted Fund, voucher 20-070 to 20-071 in the amount of \$5,748.72. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 20-056 to 20-069, in the amount of \$17,458.34. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

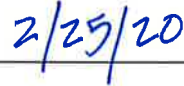
No further discussion.

Adjourned

Bernhard adjourned the meeting at 5:55pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, December 17, 2019 – 4:00pm
Coupeville Library
788 NW Alexander St., Coupeville, WA 98239

Members Present: Al Sherman, Lisa Bernhardt, Sally Garratt, Wilbur Bishop, Chris Holm, Fran Einterz

Members Absent: Michael Moore, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Julie Dougherty-Winger, Roy Zipp, Helen Price-Johnson

Call to Order:

Chair Bernhardt called the meeting to order at 4:00pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of November 26, 2019. Moved by Bishop, second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

Ex. Director Julie Dougherty-Winger thanked the board for their hard work over the past year; There will be a Friends of Ebey's board transition as some board members cycle off the board and they welcome new board members.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman noted a few large expenses covered by 2% funds and sponsorship funding, then passed vouchers around to be signed by board.

Partner Reports

Washington St. Parks: Holm reported that the lighthouse renovation is out to bid and parks will know sometime in January about contracting and starting the project; the new Interpretive Ranger position will be filled in early January; and the ADA sidewalk project continues and should be finished by the end of the year.

National Park Service: Zipp reported that NPS is seeking a seasonal maintenance position for April through September.

Town of Coupeville: No report.

Island County: Commissioner Price-Johnson reported that the county had received one application to fill a county Trust Board position (position #4); The US defense appropriations budget went through with funding for real-time noise monitoring in Ebey's Reserve & Central Whidbey; the County has passed their 2020 budget and Commissioner St. Clair was named the board chair. Price-Johnson closed her comments thanking Einterz for his service on the board the past 12 years.

Old Business:

Bernhardt moved to Old Business and invited Zipp to report on behalf of NPS. Zipp commented on the challenges of the federal budget and touched on the challenges with the Trust Board task agreement. Zipp noted that he will be down one term employee, and is hoping to find the resources to keep the position in place. Zipp also noted he's looking to hire a seasonal maintenance person to serve as a

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, December 17, 2019 – 4:00pm

“jack of all trades” to help address the bathrooms, mowing, etc. Zipp said he would borrow staff from North Cascades National Park by agreement if necessary. Zipp again noted that funding is a challenging situation. Garratt asked that the board work through collaboration instead of confrontation. Much discussion ensued. Zipp noted it was a difficult meeting for all parties.

New Business:

No new business.

Executive Session:

Bernhardt closed the regular meeting at 5:21pm and the Trust Board moved into Executive Session at to discuss an employee issue. Bernhardt closed the Executive Session and called the regular meeting back to order at 5:39pm.

ACTION: Bernhardt entertained a motion to continue the health stipend to Benson through February and to provide 8 hrs of sick time for January and February. Moved by Einterz, second by Bishop. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

Reserve Manager Report & Other Committee Reports:

No Reserve Manager or Committee Reports.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Restricted Fund, voucher 20-054 to 20-055 in the amount of \$6,726.28. Second by Bernhardt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 20-035 to 20-053, in the amount of \$21,615.51. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

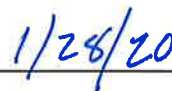
Bernhardt again thanked Einterz for his 12 years of service to the Trust Board and presented him with a token of appreciation.

Adjourned

Bernhard adjourned the meeting at 6:00pm.



Minutes respectfully submitted by Carol L. Castellano



Date

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, November 26, 2019 – 4:00pm
Coupeville Library
788 NW Alexander St., Coupeville, WA 98239

Members Present: Al Sherman, Lisa Bernhardt, Sally Garratt, Wilbur Bishop, Chris Holm

Members Absent: Fran Einterz, Michael Moore, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Julie Dougherty-Winger

Call to Order:

Chair Bernhardt called the meeting to order at 4:00pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of October 22, 2019. Moved by Bishop, second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

Ex. Director Julie Dougherty-Winger noted the success of the annual community potluck – packed Crockett Barn, and thanks to Paula Spina and Lance Loomis for the use of the barn; the Friends of Ebey's board voted and approved renewing the Memorandum of Understanding with the Trust Board; the Annual Winter Appeal will go out in a week to close out the year; and end of year grant reports are being finalized.

Treasurer's Report:

Bernhardt called on Sherman to present the vouchers. Sherman noted nothing out of the ordinary, and mentioned that Griffin would have some comments regarding the revised budget and the NPS funding.

Partner Reports

Washington St. Parks: Holm reported that the Haunted Fort was a rousing success - \$20,000 raised and better managed with pre-sale tickets. Statistics show that 53% of participants were from on-island while 47% travelled from off island. The new ADA sidewalk is under construction and the bid process is now open for work on the Lighthouse. There is an Interpretive Ranger position open with state parks and they're hoping to have someone in place by January. Bishop asked about the lights at Fort Ebey and Holm mentioned that the rooms now have lights and they're working on an interpretive plan for the fort.

National Park Service: Although no formal report was forthcoming from NPS, Griffin reported that she received an email from NPS board representative, David Louter, who said he would be stepping off the board. No word on who will be representing NPS yet.

Town of Coupeville: No report.

Island County: No report.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, November 26, 2019 – 4:00pm

Old Business:

Bernhardt moved to Old Business and called on Griffin:

- **DESIGN REVIEW:** Griffin noted that Bishop had provided written comments regarding changes to the design review ordinance. Griffin would like to prepare a formal letter based off the comments from Bishop to forward to the town and county and asked members if there were any other changes. Bishop noted exemptions for agricultural buildings. Griffin added that right now, the town and the county are dealing with the ordinance and changes to the design guidelines would be another step.

ACTION: Bishop moved to approve a letter with minor modifications, to the town and the county regarding the design review ordinance. Second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

- **FRIENDS OF EBAY'S MOU:** Griffin followed up the Friends of Ebey's executive director and asked the board for approval of the Memorandum of Understanding with the Friends noting removing language relating to "car insurance."

ACTION: Bishop moved to approve renewing the Memorandum of Understanding with the Friends of Ebey's with minor modification. Second by Holm. Garratt mentioned the section regarding lobbying. Dougherty-Winger indicated she would take that to the Friends board for approval. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

- **TRUST BOARD MEMBER OVERVIEW & POSITION ANNOUNCEMENT:** Griffin presented a draft of a Trust Board position description and overview, along with a draft position announcement for use in recruiting for Trust Board members.

ACTION: Bishop moved to approve the overview and announcement. Second by Garratt. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

- **REVISED FY 2020 OPERATIONS BUDGET:** Griffin presented a revised FY 2020 budget that cleaned up some funding totals in relation to town and county budgets. It also noted the NPS funding that remains from 2019. Griffin notified the board that staff will look into the funds remaining, and Castellano noted that the revised budget did not include the 2019 funds and that it was a balanced budget.

ACTION: Sherman moved to approve the Revised FY 2020 Operations Budget. Second by Bishop. Hearing no further discussion, Bernhardt called for the vote, approved unanimously.

New Business:

Bernhardt called for new business.

SOLAR PANEL INSTALLATIONS: Griffin presented a PowerPoint on solar installations on easements owned within the Reserve. Benson and Griffin met with the owner of a solar business to discuss concerns with installations and how they might affect the landscape within the Reserve if they're not managed better. Griffin noted that when easements were written, each one is different in the language and they really don't address changing technologies. Griffin said staff would work to engage owners of easements to encourage them to meet with staff before undertaking major changes to their properties, as well as discuss these issues with the town and county design review committees.

Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, November 26, 2019 – 4:00pm

COUPEVILLE BOARDWALK: Griffin brought to the board a letter from the Coupeville Historic Waterfront Association regarding the possible removal of the boardwalk on the waterside of Main Street in downtown Coupeville. Bishop noted it's not something the Trust Board should get involved with, while Bernhardt noted that it adds value to the historic character of the downtown.

BOYS AND GIRLS CLUB FACILITY: Griffin presented a PowerPoint relating to the proposed new facility construction of the Boys and Girls Club on land entering the town of Coupeville along Engle Road. Much discussion ensued, and Griffin noted that this would come before the HPC in mid-December.

STATE PARKS SIGNAGE: Bernhardt called on Holm to discuss possible changes to signage within the Reserve but located on state park property. Holm presented examples of existing signage and noted that changes need to reflect that people are entering state park property, not just the Reserve. Some discussion ensued and the conversation will continue.

Reserve Manager Report & Other Committee Reports:

Bernhardt asked for the Reserve Manager Report, and Griffin noted that earlier discussion reflected her report.

Vouchers:

Bernhardt called on Sherman to present the vouchers for approval.

ACTION: Sherman moved to approve the vouchers from the Restricted Fund, voucher 20-033 to 20-034 in the amount of \$10,620.05. Second by Bishop. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Sherman moved to approve the vouchers from the Operating Fund, vouchers 20-018 to 20-032, in the amount of \$20,771.82. Second by Garratt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

Hearing nothing for the good of the order and no further business, Bernhardt adjourned the meeting at 6:14 pm.



Minutes respectfully submitted by Carol L. Castellano



Date

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**Minutes of the Trust Board of Ebey's Landing National Historical Reserve
Regular Business Meeting, October 22, 2019 – 4:00pm**

Coupeville Library

788 NW Alexander St., Coupeville, WA 98239

Members Present: Fran Einterz, Lisa Bernhardt, Michael Moore, Sally Garratt, Wilbur Bishop, Chris Holm

Members Absent: Al Sherman, David Louter, County Position 7 is vacant

Staff Present: Kristen Griffin, Carol Castellano

Other Attendees: Julie Dougherty-Winger, Roy Zipp

Call to Order:

Chair Bernhardt called the meeting to order at 4:02pm. Hearing no public input, Bernhardt moved to the business per the agenda.

Minutes:

ACTION: Bernhardt entertained a motion to approve the minutes of the regular meeting of September 24, 2019. Moved by Bishop, second by Moore. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Friends of Ebey's Report:

Ex. Director Julie Dougherty-Winger noted the Friends are working on assisting with the annual community potluck and encouraged board members to attend; the new "Text to Give" program will be formally announced at the potluck; the Friends are finalizing their budget for FY 2020, and the Friends have approved the funding request by the Trust Board; and finally, the end of the year annual appeal is slated to go out at the end of November.

Treasurer's Report:

Bernhardt called on Garratt to present the vouchers in Sherman's absence, and noted there was nothing out of the ordinary.

Partner Reports

Town of Coupeville: Moore commented that the town is also in budget process, and the budget is scheduled to be approved at the second meeting in November.

Island County: Commissioner Price-Johnson was absent from the meeting, however she sent her report to Griffin who noted that the 2020 budget allocation requested by the Trust Board will be \$10,000 and will no longer be a separate ask, but is to be included in the general budget. It will now be a line-item in the planning department budget. The Trust Board's 2% LTAC request was ranked high and looks like the funding will be approved; The Island County Planning Department is undergoing a reorganization; and the Ebey's Design Review changes are open for comment. No date set yet for formal vote to approved changes.

Washington St. Parks: Holm reported that state parks are in full Haunted Fort mode and that pre-sales of tickets are going very well, with Saturday sold out and only a few tickets left for Friday. Money raised will go to the lighthouse fund. A new ADA sidewalk will begin construction at the end of the month; the RFP for work on the Admiralty Lighthouse will be going out soon and the the lighthouse will be closed from mid-January through June, maybe July of 2020; Capital projects planning will be kicking off; and winter projects are getting underway.

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National Park Service: Zipp reported that the Ferry House outbuildings will be completed by the end of November; the Preservation crew is assisting on a project at Stehekin; Navy mitigation funding is still on the back burner as NPS is waiting for the fire suppression system and other Ferry House condition reports are in place; and the last day for farm leasing proposals will be on Thursday, October 24th. The leasing panel will meet on November 4th and identify the lessees. Zipp suggested he and Griffin do a briefing on the Reserve.

Old Business:

Bernhardt moved to Old Business and called on Griffin:

- **STRATEGIC PLANNING:** Griffin presented the final draft of the 5-year strategic plan. Hearing no changes, Bernhardt entertained a motion to approve the plan.

ACTION: Moore moved to approve the Trust Board's 5-year strategic plan. Second by Einterz. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

- **EBEY'S PRESERVATION GRANTS:** Griffin reported that staff is fielding questions and inquiries regarding the state grant. The advisory committee will meet in early December to review the applications and make their funding recommendations. Garratt asked if there was any thought of the legislature looking at a continued funding for the program. Griffin indicated there was no word on that. There are large and small funding inquiries, so it will be interesting to see how it shakes out. Regardless, all the funds must be spent by June 30, 2021.

New Business:

Bernhardt noted there was no new business and moved to the Reserve Manager report and other committee reports.

Reserve Manager Report & Other Committee Reports:

Reserve Manager Report:

- Griffin reported that Ebey's is hosting Volunteer in Parks training for the PWR of the National Parks for 3 days. Good turnout with excellent information on managing volunteers. Several folks from NPS attended as well as members of state parks and local non-profits.
- The Ranger Rendezvous' conference was held in Everett this year. We provided unigrids, trail maps, and walking tour brochures, as well as a "what to do in the Reserve" guide, which will come in handy for all visitors this next year.
- The county 2% LTAC grant recommended full funding for our ask, however we will no more after the commissioners vote, but it's looking good. No word on the town of Coupeville 2% funding.
- NPS has provided guidance for the TA and we'll be sitting down with Zipp to begin work on the task agreement for FY 2020. Zipp indicated that the focus of work on the NPS side should focus on deferred maintenance and expanded recreational opportunities. The process is challenging and Zipp indicated we need to work within the process, and try and adjust accordingly.
- Griffin reported that the HPC will be discussing a proposal on the repairs to the wharf. There is an issue with changing shoreline, including a buildup of sediment that will prevent a barge with a pile driver to access the area, and you can't drive one down across the waterfront. Very challenging situation.

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Vouchers:

Bernhardt called on Garratt to present the vouchers for approval.

ACTION: Garratt moved to approve the vouchers from the Operating Fund, vouchers 20-001 to 20-016, in the amount of \$19,246.28. Second by Bishop. Following minor discussion, Bernhardt called for the vote, approved unanimously.

ACTION: Garratt moved to approve the vouchers from the Restricted Fund, voucher 20-017 in the amount of \$777.21. Second by Bernhardt. Hearing no discussion, Bernhardt called for the vote, approved unanimously.

Good of the Order

Bernhardt ask if there was anything for the good of the order. Garratt reported that she and Einterz met with Pat Powell with Whidbey Camano Land Trust; Griffin reported the only comments regarding the town/county design review process came from Bishop. Following some discussion, Griffin was tasked with preparing comments to send to both the town and the county.

Griffin informed the board of a volunteer of the year to be announced at the potluck, and that the potluck will focus on 10 years of the Ebey's Forever Grant program.

Adjourn

Hearing no further business, Bernhardt adjourned the meeting at 5:14 pm.



Minutes respectfully submitted by Carol L. Castellano



Date