

Annual Report FY2022

TRUST BOARD OF EBEBY'S LANDING NATIONAL HISTORICAL RESERVE
FY2022 ANNUAL REPORT

Presented October 26, 2022

In accordance with the terms of NPS Cooperative Agreement #P21AM00001-02, this report summarizes Trust Board (TB) activities and accomplishments of the prior fiscal year.

This report uses categorical headings relating to the Cooperative Agreement and Task Agreement responsibilities of the Trust Board: Administration, Human Resources, Land Protection, Partnerships and Community Planning, Maintenance, and Interpretation/Education/Outreach.

Administration

Under the terms in the Cooperative Agreement cited above, the TB carries out management and administrative functions relating to the daily operation of the NPS lands, interests in lands and facilities thereon. The overall administration of the Trust Board in FY 2022 was successful in achieving a broad range of work plan objectives. The Trust Board was able to maintain key operational funding sources from NPS, Friends of Ebey's, Island County, Town of Coupeville.

Staffing: The office of the Trust Board encountered major staffing changes during 2022 while maintaining successful progress towards administrative work plan goals. In January, the new Reserve Manager, Marie Shimada, began her tenure. Prior to her onboarding, from October-December 2021, Lisa Bernhardt proceeded Helen Price Johnson as interim Reserve Manager to help carry the Trust Board through the Reserve Manager hiring process.

From January through June, the TB office was fully staffed with a Reserve Manager, Office Manager, Preservation Coordinator, and Outreach Coordinator (part-time). In June, the TB office dissolved the part-time Outreach position after the resignation of the current staff member. Subsequently, the Office Manager position was given a new title of Program Coordinator with the intention of absorbing certain outreach and volunteer management tasks into one key office program position. The Program Coordinator position now oversees progress in the areas of visitor services, finance/budget operations, office administration, and support in carrying out the Interpretation and Communications Plan. In July, the Preservation Coordinator employee provided her resignation with a two-month notice. The Reserve Manager worked with the outgoing staff member and the TB Chair to hire a new Preservation Coordinator staff member (slated to begin in FY2023). The TB office is projected to be fully staffed with three full-time positions by November of 2022 (FY2023).

During the summer season, the TB office welcomed the addition of two college student interns: one internship for preservation programs and another internship for outreach programs. The

preservation intern worked on the Town of Coupeville inventory updates for contributing and non-contributing structures within Town limits, and she successfully wrapped up her internship by delivering an inventory presentation to the Town staff and TB members. The outreach intern facilitated docent (VIP) operations and programs at the Jacob and Sarah Ebey House from Memorial Day through Labor Day, and she worked with the Reserve Manager to schedule docent feedback forums and volunteer appreciation events.

A staffing highlight from FY2022 was the exciting new operations partnership between the TB and the San Juan National Historical Park Superintendent. In summer of 2022, NPS announced its decision to dissolve the acting superintendency position at Ebey's Reserve and subsequent decision to merge NPS-related operations within the Reserve with the administrative office of San Juan National Historical Park. TB office staff are continuing to work collaboratively with the San Juan office staff to successfully enhance NPS operations within the Reserve.

Trust Board Members: FY2022 TB composition:

- Position 1 – Town of Coupeville: Sally Garratt
- Position 2 – Town of Coupeville: Lisa Bernhardt
- Position 3 – Town of Coupeville: Andrew Ziehl
- Position 4 – Island County: Erin Borden
- Position 5 – Island County: Clark Bishop
- Position 6 – Island County: Alan Hancock
- Position 7 – Island County: Jeff Sturm
- Position 8 – Washington State Parks: Chris Holm
- Position 9 – National Park Service: David Louter

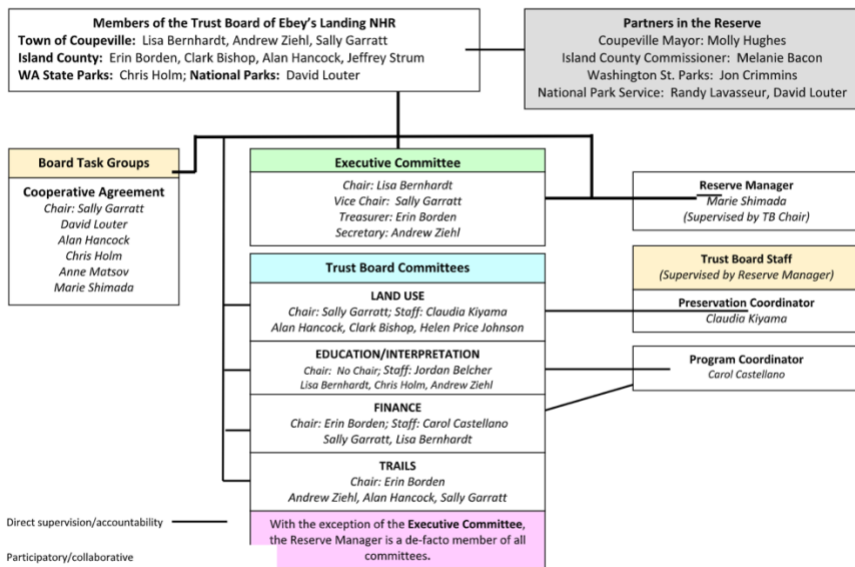
After years of the Position 7 vacancy remaining unfilled, the Board of Island County Commissioners appointed Jeff Sturm to the at-large County position in August. The 2022 slate of officers was elected in January, 2022 by Resolution (22-01).

Trust Board Meetings: The TB maintained a meeting and workshop schedule in FY2022 of holding workshops the second Wednesday of each month and meetings on the fourth Wednesday of each month. All meetings were held from 10:00am-12:00pm and were publicly noticed and held in compliance with WA State Open Public Meeting Act. The TB did receive one public records request from a Whidbey resident wanting to confirm that the TB held its meetings in accordance with applicable state law.

Trust Board Committees: The TB committees for FY2022 were: Outreach, Land Use, Trails, Executive, and Finance. The membership of each committee is listed in the table below:

Ebey's Trust Board Organizational Chart

Current as of September 30, 2022



2022 Trust Board Org. Chart

2023 Work Plan: The Reserve Manager worked with other staff and TB members to draft the annual work plan for FY2023, which was approved by the TB in August. For FY2023, the format for the work plan was re-worked to better lend itself to staff time tracking and partner engagement. The FY2023 work plan is publicly listed on the TB website.

Cooperative Agreement Task Force: In 2021, a task force was formed to draft a new five-year cooperative agreement with NPS. The task force experienced some delays due to staffing changes and onboarding procedures for the TB office and NPS. Once fully formed and staffed, the task force spent the first seven months of 2022 conducting regular meetings to set timelines, priorities, and drafts of a new cooperative agreement. In July, the task force submitted a final draft cooperative agreement to the full TB for approval to be formally submitted to NPS. Although not legally required, the TB held a public comment opportunity for the final draft in the interest of public service. No public comment was received on the final draft. A response from NPS regarding the approval of the cooperative agreement is anticipated in November 2022.

Budget: The FY2022 operations budget was amended by vote of the TB in February of 2022. The operating income (does not include special project funding or in-kind contributions). Base funding from NPS decreased to \$176,217, plus \$6,000 for Volunteer in Parks (VIP) programming. During FY2022, NPS base funding was used to support personnel costs for administration and operations. VIP funds paid for a part-time employee to coordinate the Jacob & Sarah Ebey House docents, and miscellaneous volunteer program expenses (such as uniforms, training, volunteer name tags, and other volunteer materials).

Financial Reports and Audits: In addition to this annual report, TB staff submitted all requested reports, including a mid-year progress report, required NPS 425 FFR & PPR reports, and the Washington State Auditor's Annual Audit Report.

Human Resources

Under the terms in the Cooperative Agreement, the TB will hire professional staff to coordinate Reserve and TB activities.

Staffing: The start of FY2022 had an interim Reserve Manager who worked with the TB to hire a new full-time Reserve Manager. The new Reserve Manager started in January. The TB office also began FY2022 with an Office Manager, Preservation Coordinator, and Outreach Coordinator. In June, the Outreach Coordinator moved out-of-state. The position was subsequently dissolved so that funds could be used to increase the salary rate for the Preservation Coordinator position, which is a Master's-preferred position. This decision was viewed as a step towards making the Preservation Coordinator position a competitive position. In June, the Office Manager position was restructured and given the title of Program Coordinator. This restructuring process allowed for certain outreach activities to be absorbed into the Program Coordinator position. In August, the Preservation Coordinator left her position. A new Preservation Coordinator is slated to begin in November 2022. In the interim Preservation Coordinator vacancy, the Reserve Manager is assuming preservation duties, which includes staffing and technical assistance for the Reserve Committee and Historic Preservation Commission.

Training for Trust Board and Partners: The TB relied heavily on the work of committees to bring forward key issues of the Board. Staff worked with community partners across the community to identify training or continuing education opportunities for the Trust Board and/or Partners. In April, the TB held an annual retreat to discuss the mid-year work plan report and identify key areas of future training and collaboration. The TB workshop in August reviewed the upcoming 2023 work plan and budget. The TB workshop in September was dedicated to discussing the mission and vision for the future of the TB office. One outcome from the spring retreat and TB workshops was the desire to add more trainings and "refreshers" on themes and responsibilities of the TB. Staff also sought to provide continuing education on key elements of the NPS-TB partnership, highlighting areas of collaborative work accomplished on behalf of the Department of the Interior within the Reserve.

Land Protection

Under the Cooperative Agreement, the TB is responsible for implementing the Reserve's Land Protection Plan in collaboration with NPS. The TB is also tasked with working with local planning departments to develop and maintain land protection measures.

Easement Monitoring: In accordance with the Scenic Easement Administration Plan and the Cooperative Agreement, TB staff must provide an annual report on scenic easements within the Reserve. Please see Appendix A for the FY2022 NPS Easement Monitoring Report. (This

appendix also documents the TB Standard Operating Procedure for easement monitoring, which was approved in FY2022.)

Design Review: During FY2022, TB staff continued its role of providing technical historic preservation assistance to the Town of Coupeville and Island County planning departments as part of the Ebey’s Reserve Design Review process. The overall Design Review process has multiple components:









- Ebey’s Reserve Historic Preservation Commission (HPC): The HPC consists of seven volunteer positions that are appointed by either the Board of Island County Commissioners or the Coupeville Town Council. The HPC is tasked with reviewing Level C applications for a Certificate of Appropriateness (permit) and with reviewing special historic preservation tax valuation applications. The Reserve Manager and Preservation Coordinator attend all HPC meetings and are often called upon to provide expert opinion or general insight on historic preservation practices inside the Reserve. TB staff work with staff from the Town and County planning departments to ensure HPC meetings are properly staffed and run efficiently. TB staff often make site visits to applicant locations in order to provide recommendations to the planning staff or HPC. TB staff also assist landowners in navigating the COA process, which sometimes requires specific site visits with the planning staff/landowners present.

HPC Members:

MEMBERS	Appointed By	APPOINTMENT DATE	TERM EXPIRES
1. Marshall Bronson	Joint Appointment	06/26/18	11/20/23
2. Danielle Bishop	Island County	03/15/22	03/15/25
3. Sheila Saul	Island County	11/10/20	11/20/23
4. VACANT	Island County		09/21/24
5. Kathy Baxter	Town of Coupeville	01/22/19	01/22/24
6. Kevin Turkington	Town of Coupeville	04/01/22	04/01/25
7. Bob Clay	Town of Coupeville	01/01/20	01/01/23

- Reserve Committee: The Reserve Committee consists of the Reserve Manager (and/or their designee), Town of Coupeville planning staff, and Island County planning staff. The Reserve Manager/Preservation Coordinator host Reserve Committee meetings in the TB office. The Reserve Committee is tasked with reviewing Level B and Level C applications for Certificate of Appropriateness, setting HPC agendas, and evaluating the staffing needs/training opportunities of the HPC. During FY2022, the Reserve Committee determined the need for continued education of the HPC regarding their roles as HPC members, as well as fielding their input on the Design Review process in Ebey’s Reserve.
- Ebey’s Reserve Zoning Ordinance, HPC Interlocal, and Design Guidelines: In FY2021, the decision was made among the TB, County planning department, and Town planning department to update the interlocal agreement between Town and County which forms the joint-municipality HPC, to update the zoning ordinance related to historic preservation within Ebey’s Reserve, and to update the Design Guidelines, which is the code-cited document that expresses historic preservation activities appropriate for the Reserve. In FY2022, the Town and County planning departments worked with their elected officials to approve an updated interlocal agreement for the HPC. The Town and County also worked with Reserve staff to identify and prioritize issues of importance for ordinance updates, which are projected to be formalized in 2023 (pending Island County work plan processes).

Ebey's Forever Grant: FY2022 was the eleventh year of the Ebey's Forever Grant (EFG) program, and the TB was excited to award 11 applicants a cumulative total of \$80,000 in grant funds. A panel of preservation experts and enthusiast was assembled to review grant applications. Steps were taken to ensure that there would not be a conflict of interest among the panelists and applications. Ultimately, ten applicants were able to move forward with their grant agreements. The funds that were passed on will be added to the FY2023 grant cycle (approx. \$10,000).

2022 Ebey's Forever Grant Recipients		
\$85,000 granted to 11 Projects		
	<p>Abbott/Knowles House c. 1920 - \$10,000 <i>Replace post & pier with concrete foundation</i></p>	 <p>Bearss/Barratt House Power House 1893 - \$7,500 <i>New roof on house</i></p>
	<p>Captain Whidbey Inn 1907 - \$12,000 <i>Restoration of historic wood windows</i></p>	 <p>Comstock Well House c. 1935 - \$2,000 <i>Repair siding to well house, Salvage materials</i></p>
	<p>Haller House 1866 - \$6,500 <i>Repair/replace failing siding</i></p>	 <p>Hampton/Gould House 1910 - \$10,000 <i>Replace post & pier with concrete foundation</i></p>
	<p>Joseph Libbey House 1870 - \$2,000 <i>Replace failing windows</i></p>	 <p>E.O. Lovejoy House 1890 - \$4,000 <i>Replace roof on main portion of house</i></p>
	<p>McWilliams Barn est. 1900 - \$14,000 <i>Foundation, roof and structural supports</i></p>	 <p>Dr. White House 1894 - \$12,000 <i>Roof replacement</i></p>
	<p>Zylstra House 1889 - \$5,000 <i>Repair window arches and wood moldings</i></p>	

Partnerships and Community Planning

Under the Cooperative Agreement, the TB serves as an advocate for the Reserve, including the protection, preservation and interpretation of its resources. Develop and maintain good community and public relations with partners, agencies, organizations, individuals, and elected officials to further the Reserve purpose.

Partner Coordination: The Reserve Manager and TB Chair worked together to schedule key Partner meetings with the designated representatives of each of the 1988 Interlocal Partners. The first meeting occurred at the start of the new Reserve Manager's tenure so that Partners could meet her and discuss what needed to happen in 2022. The second Partner meeting was held in July with additional members in attendance from NPS. The purpose of this meeting was to meet the new NPS Regional Director and ask questions about the NPS operations within the Reserve. The third Partner meeting took place in September and allowed Partner representatives to provide agency updates and discuss pertinent TB relations. The TB office also worked with Partner offices to achieve work plan outcomes:

- National Park Service: Cooperative Agreement draft was completed; Task Agreement(s) were timely completed; VIP program was successfully carried out
- WA State Parks and Recreation: Lighthouse docent program utilized Pratt Barn for education; In-kind Partner contributions were explored; Joint interpretive efforts were discussed
- Island County: HPC Interlocal was drafted and approved; Visitor Center operations conducted according to LTAC grant agreement; Historic technical assistance provided
- Town of Coupeville: HPC Interlocal was drafted and approved; Historic technical assistance provided

Friends of Ebey's Reserve (Friends): In accordance with the FY2022 work plan, the TB and the Friends board held a joint board meeting in September to discuss their joint future partnership and funding. This meeting allowed members of each board to ask organizational questions of each other and present opportunities for future feedback. Throughout FY2022, the Friends continued to be a strong partner and supporter of TB operations. During FY2022, the Friends provided \$43,100 in capacity/operations funding and \$80,000 in preservation grant funds. The Friends held two events in FY2022 in which Reserve staff were invited: a private house party fundraiser and a large dinner event to commemorate the tenth anniversary of the Ebey's Forever Grant. As a standing invite, the Reserve Manager attends the Friends board meetings, and the Friends executive director attends TB meetings.

Other Community Partnerships:

- Island County Historical Society Museum (Museum): Reserve staff work collaboratively with Museum staff to carry out education programs including *PorchStories* and elementary school field trips (Open Outdoor for Kids grant program).
- Whidbey Camano Land Trust (Land Trust): Reserve staff met with staff from the Land Trust throughout FY2022 in an effort to better coordinate protection of open spaces within the Reserve. Land Trust staff also included Reserve staff in volunteer trainings for easement monitoring program management. Reserve staff and Trails Committee members worked with Land Trust staff to strategize the stewardship of the new Walking Ebey's Trail.
- Coupeville Historic Waterfront Association (CHWA): As the Main Street program of Coupeville, CHWA and the Reserve work together on the shared goal of preserving the Town's history while stewarding modern community trends. The Reserve Manager is a member of the CHWA Economic Vitality Committee, and the Preservation Coordinator is a member of the CHWA Design Committee. CHWA was a co-host to the Reserve's

May event, “Executive Session,” which was a central Whidbey Island-area leaders networking event.

- Naval Air Station Whidbey Island (NASWI): Reserve staff worked with numerous departments at NASWI to make progress towards project goals on both the NAS Outlying Landing Field and the Ferry House.
- Other partnerships of opportunity relating to general Reserve interests: Whidbey Camano Tourism, Coupeville School District, Port of Coupeville, Coupeville Creative District (steering committee), Pacific Rim Institute, Island Transit, Coupeville Chamber of Commerce, Historic Whidbey

Maintenance

Under the Cooperative Agreement, the TB provides custodial maintenance for the TB office space (owned by NPS). The TB also monitors various NPS assets within the Reserve and conveys issues to NPS.

NPS Properties: The Preservation Coordinator routinely monitors the buildings owned by NPS on the historic Pratt farm. During summer 2022, the TB office worked with NPS and preservationists to facilitate a successful rehabilitation project of the Pratt Machine Shed. Reserve staff worked with NPS staff to monitor and document the foundation updates made to the Rockwell-Engle House located on [Engle] Farm 1.



Volunteers from Michigan working on the Pratt Machine Shed. Photo courtesy of Dr. Harrison Goodall.

The TB office successfully worked with NPS staff to ensure timely updates were provided at each TB meeting regarding NPS assets within the Reserve, which included Ferry House preservation updates. FY2022 saw exciting progress on the funding agreement between NPS and the Navy so that roofing, fire suppression systems, and security system projects could move forward for the Ferry House (noise mitigation) project.

Interpretation/Education/Outreach

Under the Cooperative Agreement, the TB implements an Interpretation/Education and Outreach program for the Reserve, the TB operates the Jacob and Sarah Ebey House as a seasonal visitor center, and the TB develops interpretive content and collateral subject to available funding.

Jacob and Sarah Ebey House: During FY2022, Reserve staff worked with the VIP docents to operate the Ebey House as a visitor contact station Friday-Sunday, Memorial Day-Labor Day. A total of 4,452 visitors signed in at the House where they were greeted by 13 docents. The TB office also hired a summer intern from Western Washington University to facilitate the docent program at the Ebey House over the summer. This internship reflects a strong partnership between WWU and the Reserve, and staff intend to continue working with WWU administration on creating an annual college internship position.

During FY2022, 101 Junior Rangers were sworn in at the Ebey House.

Visitor Center at the Cottage: The visitor center at the Cottage (TB office) operates year-round, Monday-Friday, from 8:30am-4:30pm. During FY2022, the Visitor Center greeted approx. 13,286 visitors. From Memorial Day-Labor Day, Reserve staff observed a 33% increase in visitation from FY2021.

Digital Media: The first three quarters of FY2022 had an Outreach Coordinator who worked with other staff to compile and draft social media content. Once that position was dissolved, social media was absorbed into the Reserve Manager and Program Coordinator roles. Overall, Reserve staff were able to maintain a routine social media content calendar that matched messaging priorities of the TB and the Interpretation and Communications Plan. The Program Coordinator (formerly Office Manager) continued maintenance and content development for the TB website during FY2022.

General Outreach: During FY2022, the new Reserve Manager met with a series of local community partners and stakeholders. This outreach tour garnered attention and praise for the collaborative spirit it fostered, and it renewed community interest in the Reserve. The positive outcomes from this overall outreach attempt caused Reserve staff to begin planning a Reserve Open House event, which was originally slated to take place in September. Once staffing changed during the height of the summer season, Reserve staff postponed the event to FY2023 (January 2023). In addition to the Reserve Open House slated for FY2023, the outreach goals of the TB allowed staff to begin the planning phase of an Ebey's Forever Conference to be held in FY2023, which will commemorate the Reserve's 45th anniversary year in 2023.

Preservation Outreach: The Preservation Coordinator and Reserve Manager worked together to create preservation curricula and materials for public presentations about historic preservation and Design Review within the Reserve. This effort was done in partnership and with feedback from the Reserve Committee so that local Partner needs were also being met. During FY2022, Reserve staff observed a gap in shared community and individual knowledge or awareness of the local Design Review ordinance and HPC process. This gap prompted staff to launch an outreach effort that would support community engagement and foster knowledge regarding local historic preservation efforts in the Reserve.

Public Speaking: During FY2022, the Reserve Manager began participating in a series of public speaking engagements. The first public lecture was prompted by the Whidbey Island Conservation District for a partnership project they did with the Washington State University Island County Extension office. The Reserve Manager provided a lecture on the unique formation of the Reserve partnership, as well as the rich history of the Ebey's Prairie. Inquiries for this specific public lecture continue, and the TB office is excited to work with the public on scheduling speaking engagements.



Reserve Manager Marie Shimada speaking to participants of the Whidbey Island Conservation District Farmwalk event

APPENDIX A - FY2022 ANNUAL REPORT



Trust Board of Ebey's Landing National Historical Reserve

NPS-held Easement Monitoring Report FY2022

October 2022

Background¹

The National Parks and Recreation Act of 1978 (Public Law 95-625, Section 508(a), 92 Stat. 3507) established Ebey's Landing as the first national historical reserve in order to protect, preserve, and interpret nationally significant historical resources that comprise a continuous record of exploration and American settlement in Puget Sound from the 19th century to the present day.

National reserves are areas of land and water containing nationally significant resources in which federal, state, and/or local governments, along with private individuals, groups and/or organizations, combine efforts to manage, protect and interpret the valued resources.

At Ebey's Landing National Historical Reserve this collaboration occurs through a Trust Board, a joint administrative board representing the four: National Park Service, Island County, Town of Coupeville, and Washington State Parks and Recreation. The Trust Board was established to coordinate the partnership and assume certain responsibilities of day-to-day management. Day-to-day management and administration of NPS programs and NPS-owned properties and assets is guided by a cooperative agreement between the National Park Service and the Trust Board. The cooperative agreement outlines specific management functions delegated to the Trust Board, functions that will be jointly performed by NPS and the Trust Board, and programs and functions retained by the National Park Service.

Trust Board responsibilities include the administration of the Department of the Interior's scenic easements.

In accordance with Ebey's Landing National Historical Reserve Scenic Easement Administration Plan (2018 Update), each easement tract is inspected by Trust Board staff at least once a year with additional site visits as conditions and review activity requires.



View of Ebey's Prairie from Prairie Overlook (September 2022).

¹ Excerpts from National Park Service. U.S. Department of Interior. "Foundation Document Overview: Ebey's Landing National Historical Reserve"

NPS Scenic Easements in Ebey's Landing NHR

There are a total of 29 easement deeds in Ebey's Reserve that break down into 53 administrative files. These NPS-held easements protect 2,056 acres of land within the Reserve of further development. Appendix A-1 shows NPS-held easements in Ebey's Reserve. No new NPS easements were acquired during FY2022.

FY2022 Key Issues

Trust Board SOP regarding NPS-held Easements

In FY2022 the Trust Board's Land Use Committee created a Standard Operating Procedure for NPS-held Scenic Easement Special Permits and Reviews. This SOP was voted and adopted by the full Trust Board at their regular meeting in January 2022.

This SOP sets forth the standards and procedure for the Land Use Committee to review special permits and make recommendations for Trust Board's decisions. See Appendix A-2 for full text.

Grasser's Hill Viewpoint X marker

It has come to the attention of Trust Board staff that there is no longer a physical marker of Viewpoint X (the point from which visual impacts of future development proposals of Grasser's Hill lots will be evaluated for visual impact). This physical marker was situated on private land across SR-20. Trust Board staff have communicated this situation to NPS Land Resources Pacific West Region.

FY2022 Special Permits & Communications

In FY2022, the landowner of NPS tract 101-21 submitted a formal proposal requesting permission to install a solar panel array on their property. After reviewing the proposal and meeting with the property owner, the Land Use Committee recommended approval. The Trust Board voted and approved the proposal at their regular meeting in November 2022. The solar array was installed at the end of FY2022 and was documented by Trust Board staff from public right of way.

The landowner of Grasser's Hill lot 19 submitted a proposal to Island County for a minor addition to the single-family residence in Zone B. Such addition would not need Trust Board review as it would be in compliance with the conditions of the scenic easement.

Trust Board staff have been in communication with landowners of NPS tract 101-63 about the possibility of needing a new underground water line to connect a neighboring parcel to the Town of Coupeville water system. Underground utilities are permitted under their scenic easement.

The historic Haller House on NPS tract 12-121 is undergoing an extensive rehabilitation project in accordance with the proposal presented at the time of the preservation easement. Trust Board staff, in partnership with the Town of Coupeville planning department, have been reviewing and monitoring the process. Due to the extent of the rehabilitation project, the gardens and landscape are a construction site that do not reflect their historic character and are momentarily not

following easement conditions. Rehabilitation proposal includes landscape and garden restoration to follow once work on the building has been completed.

Specific documents regarding the above special permits and communications have been filed under each individual easement file and are available upon request.

FY2022 Easement Monitoring

Due to COVID-19 pandemic considerations and changes in staff, easement monitoring in FY2022 was performed following windshield inspection protocols. Postcard notices were sent to property owners at the start of the year before the monitoring cycle began.

Easement monitoring happened on a regular basis from October 1, 2021, to September 30, 2022. Photographs and notes were taken from public right-of-way throughout the year by Trust Board staff. In addition to staff documentation, NPS Cultural Landscape staff visited the Reserve in July 2022 and performed additional documentation of most easement properties.

With a few exceptions, easement conditions are being followed and the Trust Board has been approached and informed of special circumstances regarding specific easements.

Appendix A-3 shows a summary of NPS-held easements monitoring and administration during FY2022.

Looking ahead into FY2023 (Recommended actions)

Monitoring of proposals on NPS tracts 101-63 and lot 19 of Grassers Hill is advisable, although no special permits were needed, and proposals would be in compliance with easement terms.

Constant monitoring of the historic Haller House on NPS tract 12-121 should continue during FY2023. It will be important to follow up with the property owner as the rehabilitation project of the building wraps up so that adequate restoration of the historic gardens and landscape is done promptly and in accordance with preservation easement conditions.

Changes in staff and the unforeseeable circumstances brought by the COVID-19 pandemic, prevented the alternate type of monitoring dictated by the 2018 update to the SEAP in the last 2 years. Evaluating the need for performing a full review monitoring for FY2023 is recommended.

Appendix A-1
NPS-held Easements in Ebey's Reserve



Map for illustrative purposes.
May not be drawn to scale.

Appendix A-2 Standard Operating Procedures

TRUST BOARD OF EBEBY'S LANDING NHR
Standard Operating Procedures

NPS-HELD EASEMENT SPECIAL PERMITS AND REVIEWS

PURPOSE

The Trust Board acts as the designated representative of the Secretary of Interior when development proposals within the Reserve require review of scenic or other easements held by the National Park Service. The Land Use Committee reviews such proposals and makes recommendations for Trust Board action.

This policy sets forth the standards and procedure for Land Use Committee review (1) when NPS-held easement documents require that certain activities receive Department of Interior approval, and a landowner seeks to engage in such an activity, and (2) when a landowner makes a request to amend or modify an NPS-held easement. Following its review, the Land Use Committee makes a recommendation to the Trust Board for the Trust Board's decision on the proposal.

STANDARDS

Under the Scenic Easement Administration Plan of the Reserve adopted July 24, 2018, NPS-held scenic easements in the Reserve are administered according to the Reserve's 1984 Land Protection Plan (LPP). Of particular importance are Objectives 1-12 of Subsection B of Section III of the LPP. In summary, the Land Use Committee will review the specific language of the individual NPS-held easement and evaluate each proposal under the following standards:

1. Preserve and protect the rural character of the Reserve.
2. Preserve and protect historic structures and historic sites and natural features of the Reserve and preserve and protect scenic vistas in natural and historic areas.
3. Preserve agricultural land.
4. Preserve open space, particularly in key natural and historic areas.
5. Reject any proposal that has the potential to result in additional residential structures, except as expressly allowed in an applicable scenic easement.
6. Reject any proposal that has the potential to result in the division of land, except where such division does not have the potential to result in additional residential structures, or except as expressly allowed in an applicable scenic easement.
7. Consider proposals in the light of the need for farmers to adapt to the production of new or different agricultural or horticultural crops, and new or different methods of animal husbandry, and other new or different agricultural practices, consistent with changing farming practices and customs.
8. Consider proposals in the light of the needs and desires of landowners to implement residential energy conservation or renewable energy measures consistent with the other policies outlined herein.
9. Consider proposals in the light of the needs and desires of landowners to adopt widely accepted cultural developments represented locally and throughout rural communities in the Pacific Northwest, if such cultural developments are consistent with the other policies outlined herein and were unanticipated at the time of drafting the easement.

- 20 -
Trust Board Standard Operating Procedures

TRUST BOARD OF EBEBY'S LANDING NHR
Standard Operating Procedures

PROPOSAL REQUIREMENTS

The proposal shall be submitted in writing and must include:

1. Current contact information for the landowner and any designated representatives of the landowner (e.g., contractor, consultant, realtor, attorney).
2. A copy of the easement(s) referenced in the proposal.
3. Written synopsis of the proposal. The synopsis should include reference to the language in the easement establishing the need for review.
4. Relevant site plans, photographs, and technical drawings that clearly illustrate the impact of the proposal, if appropriate.

PROCEDURE

The Land Use Committee may consider the proposal at a meeting with the landowner or designated representative who requested the review in attendance.

The Land Use Committee may request revision of the proposal or supplemental information prior to making a recommendation to the Trust Board under the following conditions:

1. The Land Use Committee finds the proposal lacks information needed to formulate a recommendation. The landowner will be immediately notified of cessation of review and advised in writing of the information required to continue review. The Land Use Committee should make every effort to formulate recommendations without requiring landowners to seek professional services (e.g., surveyors, engineers, appraisers).
2. The Land Use Committee finds cause to make a negative recommendation to the Trust Board. The Land Use Committee may opt to request revisions to a proposal prior to making a negative recommendation. In this event, the Land Use Committee may outline in writing to the landowner:
 - a. The reason(s) for the recommendation.
 - b. The potential for revision to substantially change the Land Use Committee recommendation.
 - c. A reasonable timeframe for the landowner to provide written acknowledgement of the need for revision. Absent the landowner's acknowledgement within the provided timeframe, the Land Use Committee proceeds to conclude review per the procedures herein.
3. The landowner and the Land Use Committee mutually find the proposal requires revision. The Land Use Committee will provide written acknowledgement to the landowner indicating the mutually agreed cessation of review until the proposal is revised and a summary of the anticipated revision.

After it has completed its review of the proposal, the Land Use Committee may make recommendations to the Trust Board for possible action at a regular Trust Board meeting.

If the proposal requires modification or enforcement of a NPS-held easement, the Trust Board's recommendation will be forwarded to the NPS Deputy Regional Director, Resources, Pacific West Region, for consideration and possible action. Only the NPS has the authority to modify a scenic easement or enforce easement provisions.

- 21 -
Trust Board Standard Operating Procedures

TRUST BOARD OF EBEBY'S LANDING NHR
Standard Operating Procedures

Following Trust Board decisions on reviewed proposals, staff will prepare a summary of the Trust Board decision and findings. The Chair of the Trust Board or their designated representative, will review and approve the summary. After approval of the summary, staff will file a copy in the applicable easement file and provide the landowner with a copy by mail.

Adapted January 26, 2022

- 22 -
Trust Board Standard Operating Procedures

Ebey's Landing National Historical Reserve
NPS-held Easement Monitoring Report FY2022

Appendix A-3
NPS-Held Easements, Administration and Monitoring Summary

APPENDIX C

NPS Scenic Easement Administration FY 2022								
Tract #	Title	Parcels	Parcel #	PID	Site Address	Current Landowner (IC Assessor 2022)	Current Landowner Mailing Address	FY 2022 admin comments
02-124	MCKOLE	1	R13221-107-3988	PID: 804153	1317 ARNOLD RD	MCKOLE, MARK & LORIE MCKOLE	MCKOLE, MARK & LORIE MCKOLE 1317 ARNOLD RD COW HARBOR WA 98277	
02-158	GEORGE	1	R13221-049-3760	PID: 23138	Land West of 1203 PENN COVE RD	STELLE, CLAUDIA W & WILLIAM W STELLE	STELLE, CLAUDIA W & WILLIAM W STELLE 1203 PENN COVE RD COW HARBOR WA 98277	
02-157	STELLE	1	R13221-061-3988	PID: 801251	1283 PENN COVE RD	STELLE, WILLIAM W & CLAUDIA W STELLE	STELLE, WILLIAM W & CLAUDIA W STELLE 1533 25TH AVE SEATTLE WA 98122	
101-109	WEST WOODS	7	R13106-253-1368, R13106-485-1825, R13106-485-3666, R13106-428-4788, R13106-330-4788, R13106-251-4958, R13106-110-2658	PID: 9598		NATURE CONSERVANCY	NATURE CONSERVANCY 74 WALL ST SEATTLE WA 98121	
101-110	FERRY FARM	1	R13106-408-5118	PID: 803835	DBEY RD	NATURE CONSERVANCY	NATURE CONSERVANCY 74 WALL ST SEATTLE WA 98121	
101-21	SMITH	1	R13104-145-0178	PID: 523143	388 S EBSEY SD	KARL H. SMITH	KARL H. SMITH PO BOX 276 COUPEVILLE, WA 98238	Solar panels proposed. Reviewed and approved by TB (NOV 22). Installed and photographed. 03/1-23-012
101-26	ICHS MUSEUM	1	R13203-207-3368	PID: 28885	968 NW ALEXANDER ST	ISLAND COUNTY HISTORICAL SOCIETY	ISLAND COUNTY HISTORICAL SOCIETY PO BOX 389 COUPEVILLE, WA 98238	
101-63	SHERMAN EDWIN	4	R13106-487-0278, R13104-487-0288, R13104-491-1326, R13203-018-2206	PID: 27287, PID: 4863, PID: 4827, PID: 2705	82 S EBSEY RD	SHERMAN, JEAN H	SHERMAN, JEAN H 82 S EBSEY RD COUPEVILLE, WA 98238	Notification to TB of possible new underground waterline to serve neighboring houses with Town of Coupeville public works. In compliance with terms of easement.
101-65	COOK ROAD	2	R13104-381-1388 R13104-426-1988	PID: 4362, PID: 4996	COOK RD	ENGLE TRUSTEE, ROBERT A & CHERYL JUNE ENGLE TRUSTEE	ENGLE TRUSTEE, ROBERT A & CHERYL JUNE ENGLE TRUSTEE 750 CATHEDRAL DR COUPEVILLE WA 98238	
101-69, 101-82	SHERMAN FARMS	5	R13104-118-3488, R13104-036-1666, R13106-526-1588, R13106-327-2788, R13106-329-3928	PID: 3767, PID: 3888, PID: 6843, PID: 486252, PID: 858839	EBSEY RD & ENGLE RD	EBSEY ROAD FARMS, INC	EBSEY ROAD FARMS, INC 225 S EBSEY RD	
101-70	HANCOCK A	1	R13106-440-2778	PID: 503883	ENGLE RD	HANCOCK, ALAN R & ELIZABETH A HANCOCK	ALAN AND ELIZABETH HANCOCK PO BOX 685 COUPEVILLE, WA 98238	Current Trust Board Member.
101-71	HANCOCK R (WEST)	1	R13106-505-3448	PID: 503188	ENGLE RD	HANCOCK, ALAN R & ELIZABETH A HANCOCK	ALAN AND ELIZABETH HANCOCK PO BOX 685 COUPEVILLE, WA 98238	Current Trust Board Member.
101-72, 101-81	ENGLE, Dave	3	R13106-425-1478, R13106-425-1478A, R13106-215-0428	PID: 6772, PID: 486225	EBSEY RD & ENGLE RD	ENGLE ET AL, DAVID C & RALPH E ENGLE	ENGLE ET AL, DAVID C & RALPH E ENGLE 791 S MAIN STREET COUPEVILLE, WA 98238	
101-74	SHERMAN FARMS NORTH	3	R13203-043-0188, R13203-040-0818, R13203-042-1918	PID: 541833, PID: 27384, PID: 27410	SR-23 & SHERMAN RD	SHERMAN FARMS INC	SHERMAN FARMS INC 48 S SHERMAN RD COUPEVILLE WA 98238	
101-76	HILL ROAD	3	R13106-147-2558, R13106-068-3468	PID: 6503, PID: 486267	1589 HILL RD	ENGLE TRUSTEE, ROBERT A & CHERYL JUNE ENGLE TRUSTEE	ENGLE TRUSTEE, ROBERT A & CHERYL JUNE ENGLE TRUSTEE 750 S CATHEDRAL ROAD COUPEVILLE, WA 98238	
101-78	JENNE FARM	8	R13106-323-4968, R13106-243-4968, R13106-200-4928, R13110-017-0868, R13110-154-0298, R13110-129-0938, R13110-055-1568, R13110-330-0678	PID: 6748, PID: 7307, PID: 7116, PID: 7110, PID: 7058, PID: 7076, PID: 6028, PID: 486278	EMOLE RD	ENTERTZ TTEE, FRANCIS R. & THE PETERSON ENTERTZ FAMILY TRUST	THE PETERSON ENTERTZ FAMILY TRUST 4830 SHAGOLDERS COVE RD FREETLAND, WA 98349	
101-80-1	HEATH	1	R13189-588-1890	PID: 808839	2312 CEDAR HOLLOW LN	LUNEMANN TTEE, ALAN & ALAN LUNEMANN LIVING TRUST	ALAN LUNEMANN PO BOX 468 COUPEVILLE, WA 98238	Eagle Aero short term rental eagleaero.net
101-80-2	HEATH	1	R13106-362-3088	PID: 503448	2335 CEDAR HOLLOW LN	MONTFERRIERANTE TRUSTEE, GIOVANNI R & DEBORAH R MONTFERRIERANTE TRUSTEE	MONTFERRIERANTE GIOVANNI & DEBORAH R MONTFERRIERANTE 2335 CEDAR HOLLOW LANE COUPEVILLE, WA 98238	
101-80-3	HEATH	1	R13106-346-3098	PID: 808857	2287 CEDAR HOLLOW LN	DUNNINS TTEE, MICHAEL J & EVELINE I DUBC, TTEE	2287 CEDAR HOLLOW LANE COUPEVILLE, WA 98238	Residence is highly visible from bluff trail.
101-80-4	HEATH	1	R13106-317-3398	PID: 808869	2241 CEDAR HOLLOW LN	JAMES, CLARENCE F & PEGGY PIETRAS-JAMES	2241 CEDAR HOLLOW LN COUPEVILLE, WA 98238	
101-94	HANCOCK R (EAST)	1	R13106-462-4768	PID: 6788	366 ENGLE RD	HANCOCK, ALAN R & ELIZABETH A HANCOCK	ALAN AND ELIZABETH HANCOCK PO BOX 685 COUPEVILLE, WA 98238	Current Trust Board Member.
101-97	EBSEY PRAIRIE	1	R13189-125-4100	PID: 521225	EBSEY RD & COOK RD	EBSEY ROAD FARMS, INC	EBSEY ROAD FARMS, INC 225 S EBSEY RD COUPEVILLE, WA 98238-0748	Current Trust Board Member.
101-99	Farm 1 (Engle, R)	1	R13103-090-0468	PID: 2028	144 FORT CASEY RD	US DEPT OF INTERIOR & FIFTH FLOOR	US DEPT OF INTERIOR & FIFTH FLOOR 590 FORT CASEY RD COUPEVILLE, WA 98238	
102-03	BOYER	5	R13110-104-3988, R13115-436-3548, R13115-447-4978, R13115-539-3008, R13110-030-4068	PID: 810207, PID: 6663, PID: 9868, PID: 8822, PID: 492895	FORT CASEY RD & WANNAMAKER RD	OTG FARM LLC	OTG FARM LLC 776 FORT CASEY RD COUPEVILLE, WA 98238	
102-07	EGGERMAN North	1	R13114-452-0568	PID: 3288	WANNAMAKER RD	EGGERMAN ET AL, STEPHEN A & CIO IRENE EGGERMAN	C/O IRENE EGGERMAN 11233 9E 313TH PLACE ALBURN, WA 98302-3088	

APPENDIX C

NPS Scenic Easement Administration FY 2022								
Tract #	Title	Parcels	Parcel #	PID	Site Address	Current Landowner (IC Assessor 2022)	Current Landowner Mailing Address	FY 2022 admin comments
102-37	CROCKET FARM	1	R13115-027-2038	PID: 579751	1087 CROCKETT FARM RD	MATTHEWS, RITA R	MATTHEWS, RITA R PO BOX 185 COUPEVILLE, WA 98236	
102-37	CROCKET FARM	1	R13115-236-3538	PID: 579799	1095 CROCKETT FARM RD	MORTENSON, MICHAEL & MARGARET L SNYDER	MORTENSON, MICHAEL & MARGARET L SNYDER 6031 GREENWOOD AVE N SEATTLE WA 98105	
102-37	CROCKET FARM	7	R13115-385-3400	PID: 579889	975 FORT CASEY RD	MOSSMAN, DAVID C	MOSSMAN, DAVID C 31515 102ND AVE SE AUBURN WA 98902	
102-37	CROCKET FARM	1	R13115-036-3138	PID: 579790	1040 CROCKETT FARM RD	PAULA SPINA	PAULA SPINA PO BOX 250 COUPEVILLE, WA 98236	
102-37	CROCKET FARM	1	R13115-172-2518	PID: 579734	1088 CROCKETT FARM RD	PAULA SPINA	PAULA SPINA PO BOX 250 COUPEVILLE, WA 98236	
102-37	CROCKET FARM	1	R13115-023-2288	PID: 579733		PAULA SPINA	PAULA SPINA PO BOX 250 COUPEVILLE, WA 98236	
102-37	CROCKET FARM	1	R13115-026-2988	PID: 579742	1112 CROCKETT FARM RD	SHEPARD JR, JOHN F & KIMBERLY WARD SHEPARD	SHEPARD JR, JOHN F & KIMBERLY WARD SHEPARD 1112 CROCKETT FARM RD COUPEVILLE, WA 98236	
102-41	CROCKET LOWLANDS WEST (BOYER)	1	R13115-207-4028	PID: 648413	WANNAMAHER RD	OTG FARM LLC	OTG FARM LLC 776 FORT CASEY RD COUPEVILLE, WA 98236	
102-44	CROCKET LOWLANDS EAST	1	R13114-276-0308	PID: 648449	WANNAMAHER RD	WHIDBEYLAND LLC	WHIDBEYLAND LLC 15014 FIELD RD BOW, WA 98232	
102-45	EGGERMAN South	1	R13114-276-1950	PID: 648457	WANNAMAHER RD	EGGERMAN ET AL, STEPHEN A. & CIOIRENE EGGERMAN	C/O IRENE EGGERMAN 11230 SE 139 PLACE, AUBURN, WA 98002	
102-47	BOYER North	1			EGGERMAN RD	OTG FARM LLC	OTG FARM LLC FORT CASEY RD COUPEVILLE, WA 98236	776 Current parcels differ from easement parcels.
103-01-06A	Grassers Hill	1	R13230-427-3608	PID: 616397	2137 SKYCREST DR	SPENCER, ROLLO W & SYLVIA SPENCER	SPENCER, ROLLO W & SYLVIA SPENCER 2137 SKYCREST DR COUPEVILLE, WA 98236	No records on hedge row cut on west border of parcel. SPR should be planted a natural earth colors.
103-01-06B	Grassers Hill	1	R13230-441-3448	PID: 616434	2127 SKYCREST DR	SCHULZE, MATTHEW S & WENDI SCHULZE	SCHULZE, MATTHEW S & WENDI SCHULZE 2127 SKYCREST DRIVE COUPEVILLE, WA 98236	
103-01-07A	Grassers Hill	1	R13230-433-3108	PID: 616431	2177 SKYCREST DR	WALKER, CHARLES & STELLA F WALKER	CHARLES WALKER STELLA F WALKER 2177 SKYCREST DRIVE COUPEVILLE WA	
103-01-07B	Grassers Hill	1	R13230-435-3358	PID: 616440	SKYCREST DR	RAMIREZ, DAVID ANTHONY	RAMIREZ, DAVID ANTHONY 22387 ORTEGA DR SALINAS CA 92089	After hedge row cut proposal in AUG 21, to further communication.
103-01-08A	Grassers Hill	1	R13230-429-2628	PID: 616413	744 SKYMEADOW DR	ROWELL, MARSHA S	ROWELL, MARSHA S 744 SKYMEADOW DRIVE COUPEVILLE, WA 98236	
103-01-08B	Grassers Hill	1	R13230-434-2800	PID: 616422	SKYCREST DR	BOLTE, JOHN R & MARIAN M BOLTE TRUSTEE	BOLTE, JOHN R & MARIAN M BOLTE TRUSTEE PO BOX 1111 COUPEVILLE, WA 98236	
103-01-09A	Grassers Hill	1	R13230-482-1950	PID: 616289	744 GRASSER HILL RD	PAROS, DEBRA M	DEBRA M PAROS 744 GRASSERS HILL ROAD COUPEVILLE, WA 98236	
103-01-09B	Grassers Hill	1	R13230-444-2308	PID: 616336	735 SKYMEADOW DR	GOOD, WILLIAM G & JUDITH E GOOD	GOOD, WILLIAM G & JUDITH E GOOD PO BOX 1846 COUPEVILLE, WA 98236	
103-01-14A	Grassers Hill	1	R13230-395-1638	PID: 616315	683 SNOWBERRY LN	GRAHAM, RICHARD D & JANICE MARIE GRAHAM	GRAHAM, RICHARD D & JANICE MARIE GRAHAM 683 SNOWBERRY LN COUPEVILLE, WA 98236	
103-01-14B	Grassers Hill	1	R13230-410-2008	PID: 616324	711 GRASSER HILL RD	PAULSEN TRUSTEE, NORM & KRISTINA PAULSEN TRUSTEE	PAULSEN TRUSTEE, NORM & KRISTINA PAULSEN TRUSTEE 711 GRASSER HILL RD COUPEVILLE, WA 98236	
103-01-15A	Grassers Hill	1	R13230-291-1638	PID: 616156	633 SKYMEADOW DR	BLEDOSK, HOWARD W & SHERRE L MCDANIEL	BLEDOSK, HOWARD W & SHERRE L MCDANIEL 633 SKYMEADOW DR COUPEVILLE, WA 98236	
103-01-16B	Grassers Hill	1	R13230-296-3088	PID: 616173	634 SKYMEADOW DR	BOYD TRUSTEE, JOYCE R	BOYD TRUSTEE, JOYCE R 634 SKYMEADOW DR COUPEVILLE, WA 98236 676-9161	Historic Farmhouse described under zone D no longer exists (inventoried as "Old Grassier Ranch" in ruins and non-contributing in 1983). According to letters on file was removed around 1988 with Trust Board Permission.
103-01-17A	Grassers Hill	1	R13230-392-1988	PID: 616126	690 SKYMEADOW DR	CLINE TRUSTEE, JAMES R & JUDITH H CLINE TRUSTEE	CLINE TRUSTEE, JAMES R & JUDITH H CLINE TRUSTEE 656 SKYMEADOW DRIVE COUPEVILLE, WA 98236	
103-01-17B	Grassers Hill	1	R13230-333-1930	PID: 616137	636 SKYMEADOW DR	MCGREGOR, JANET G	MCGREGOR, JANET G PO BOX 28 COUPEVILLE, WA 98236	
103-01-18	Grassers Hill	1	R13230-356-2598	PID: 577824	655 ZYLSTRA RD	MILLER, CLAYTON W & BEVERLY J MILLER	MILLER, CLAYTON W & BEVERLY J MILLER 655 ZYLSTRA RD COUPEVILLE, WA 98236	
103-01-19	Grassers Hill	1	R13230-370-3408	PID: 577824	655 ZYLSTRA RD	MILLER, CLAYTON W & BEVERLY J MILLER	MILLER, CLAYTON W & BEVERLY J MILLER 655 ZYLSTRA RD COUPEVILLE, WA 98236 476-1064	Application for addition in compliance with easement conditions 28Y-02-926

APPENDIX C

NPS Scenic Easement Administration FY 2022								
Tract #	Title	Parcels	Parcel #	PID	Site Address	Current Landowner (IC Assessor 2022)	Current Landowner Mailing Address	FY 2022 admin comments
12-121	HallenBrumm House	3	R13233-370-4098, R13233-380-4010, R13233-372-4010	PI: 700953, PI: 28516, PI: 28437	1 NE FRONT ST	HISTORIC RHODEY	HISTORIC RHODEY P.O. Box 1123 Capeville, WA 98229	Undergoing extensive rehabilitation project (constant monitoring). DAHP Grant, EFD, and multiple CDAs. Siding under repair, conservatory has been built. Landscape and gardens are not in compliance at the moment.