



To: Roy Zipp, National Park Service; Helen Price Johnson, Island County;
Molly Hughes, Town of Coupeville; Eric Watilo, Washington State Parks
and Recreation Commission
CC: Trust Board of Ebey's Landing National Historical Reserve
From: Kristen Griffin, Reserve Manager
Date: October 31, 2016
Subject: Annual Narrative Report: October 2015 – September 2016

Trust Board of Ebey's Landing National Historical Reserve FY2016 Annual Narrative Report

Summary:

In accordance with the Trust Board's Rules of Procedure and the terms of NPS Cooperative Agreement (CA) #H9290110001, this report reviews Trust Board activities and accomplishments of the prior year.

FY2016 was a year of hard work and accomplishment. Highlights included the updating easement files, monitoring of easements, updating the historic structure inventory, and seeing the long awaited Nature Conservancy-Pratt Estate stewardship endowment near completion. Participating in the update of the Island County Comprehensive Plan and the development of an NPS Foundation Document provided opportunities to clarify the vision and management of the Reserve. The year especially reinforced the effectiveness of partnerships in accomplishing protection, preservation and interpretation of the Reserve. Throughout the year, an ambitious slate of special projects and NPS Centennial events showed how effectively the Trust Board, NPS, Friends and partners can work together.

Administration:

Trust Board Representation:

Town of Coupeville appointee Molly Hughes was elected Mayor of the Town of Coupeville in January 2016. She resigned her seat on the board and appointed Town Council member Lisa Bernhardt to complete her term. Town of Coupeville appointee Jan Pickard's term expired October 1st and after serving 10 years on the board, gave notice that she would not reapply for another term. Island County appointee Al

Sherman's term expired October 1st. He reapplied and was reappointed. As of October 30th, Lisa Bernhardt had been appointed to a full term but the seat vacated by Jan Pickard was still vacant.

Trust Board officers elected in March were Wilbur Bishop (County) Chair; Mark Sheehan (Town) Vice Chair; Al Sherman (County) Treasurer; and Lisa Bernhardt (Town), Secretary.

Trust Board Meetings:

The Trust Board maintained a schedule of public meetings with one regular business meeting and one workshop monthly. Exceptions were April (no workshop and a short business meeting at the end of the annual planning retreat) and December (no workshop due to holiday schedules). Seven committees also met as needed (Communications, Education/Outreach, Finance, Land Use, Trails, Navy Coordination, and Governance).

Trust Board Resolutions:

The Trust Board passed three resolutions in FY2016. Resolution 16-01 (March) elected a new slate of officers; Resolution 16-02 (April) clarified board and partner consensus on the status of the Reserve as a unit of the NPS; and Resolution 16-03 (July) established a consistent definition of National Reserve. Resolutions 16-02 and 16-03 responded to a work plan objective to ensure accurate, consistent messaging about the Reserve, and to emphasize the management of the Reserve as a partnership. The partnership message is also being incorporated in website updates and current planning efforts like the NPS Foundation Document and the update of the Island County Comprehensive Plan.

Staffing:

The work of the Trust Board was accomplished with a full time Reserve Manager (Kristen Griffin), full time Office Manager (Carol Castellano), and a full time Preservation Coordinator (Sarah Steen). The Education Outreach Coordinator position remained vacant for most of 2015. The position description was refocused to emphasize outreach and offered at .75 FTE. A new Outreach Coordinator (Holly Richards) was hired in February of 2016. Special project funding enabled the position to be funded at full time through 2016.

A part-time seasonal employee (Sally Strahoff) coordinated volunteer docents and provided visitor services at the Jacob and Sarah Ebey House visitor contact station. The staff was assisted by 25 volunteer docents engaging over 6,000 visitors during the part-time summer season.

Work Plan Development:

The Reserve Manager prepared a draft work plan that was presented to the Board at a planning retreat in April. The NPS Operations Manager (Roy Zipp) and the Executive Director of the Friends of Ebey's (Alix Roos) participated in the retreat. There were no major changes to priorities and the board endorsed the draft with minor changes.

Budget:

The FY2016 budget was based on \$387,488 in income, which included special one-time sources of revenue such as WSDOT mitigation funds, a significant Friends of Ebey's pass-through donation, and NPS special project funds.

Budget Process:

In July, the Reserve Manager proposed a FY2017 draft budget based on the draft work plan. After discussion and revisions developed with the Finance committee, and following consultation with the Friends of Ebey's, a final draft was prepared. The Board unanimously approved both the budget and the work plan at the August Trust Board meeting. As directed by the Cooperative Agreement, the budget and work plan were forwarded to the NPS in August.

In October, the Friends of Ebey's Landing National Historical Reserve formally approved a \$78,000 funding request including financial support paid directly to the Trust Board for projects and staff capacity, restricted funds to be used for the Ebey's Forever grant program, as well as sponsorships and in-kind support that the Friends have agreed to seek on behalf of the Trust Board. The amount was slightly reduced from last year to reflect mid-year fundraising expectations (which were exceeded by year end) and the fact that we retained some unexpended funds from last year's grant program.

Other income sources in the 2016 budget include a grant from Island County, a grant from the Town of Coupeville, and additional town of Coupeville funding to support operations and design review assistance.

It is encouraging that the proportion of cash and in-kind support for operations from local sources is increasing. Local cash support currently averages approximately \$112,000 per year (combined Friends of Ebey's, Town of Coupeville and Island County). Added to the value of volunteers and reserve-specific local government in-kind support, these sources combined exceed 50% of basic operations.

For the third year, the Trust Board made progress in restoring its contingency/reserve fund. This is an important goal but the rate at which this fund is growing means that it will take two or three more years before it is sufficient to cover even two months of expenses at current operations levels. Cash flow remains a vulnerability that could

disrupt Trust Board operations, including essential year round services in preservation and visitor services.

Foundation Document:

A major planning effort during FY2016 was undertaking the preparation of a Foundation Document for the Reserve. The NPS planners coordinating the process visited the Reserve for an introductory meeting at a Board workshop, followed by a two day facilitated planning workshop and a follow up meeting to answer questions at a Trust Board workshop. The Foundation Document process focused attention on longstanding questions about management structure, current conditions and data needs for the Reserve. The Reserve Manager and NPS Operations Manager have continued to have telephone conferences to refine and supplement the evolving draft. This work will continue into next year.

Board and Staff Development:

Office Manager: completed a refresher course in managing Open Public Meetings and the Public Records Act. **Preservation Coordinator:** Took part in a National Park Service historic gravemarker restoration training offered at Kalaupapa National Historical Park on Molokai, Hawaii. Sponsored by NPS Vanishing Treasures preservation program, restoration work focused on cleaning, resetting, and various levels of masonry repair on damaged grave markers. Training was incorporated into Ebey's summer 2016 Field School at Sunnyside Cemetery and will help staff support ongoing cemetery preservation efforts. **Outreach Coordinator:** Traveled to California to take part in the California Youth Heritage Summit at Cesar Chavez National Monument gaining experience in takeovers of two national social media accounts, the National Historic Landmark Instagram and the Department of the Interior Snapchat account. These skills are expected to be incorporated into future youth and social media programming in the reserve. **All staff:** All staff completed mandatory NPS FISSA training.

Sustainability:

The Trust Board staff began an office recycling program and has been successful in reducing trash and transporting recyclables to the recycle center.

Partnership Highlights:

Friends of Ebey's:

The Friends of Ebey's Reserve and the Trust Board had an extraordinarily positive and productive year. This seemed partly the result of a "maturing" in our collaboration with smoother communication and processes, but also due to a year of great opportunities to work together – especially our planned NPS Centennial collaborations. Both

organizations agree that outreach related to the Centennial likely played a role in the Friends higher-than-expected fundraising success this year. Executive Director (Alix Roos) completed a graduate level course in non-profit management at the University of Washington and brought many new ideas and concepts to the partnership. In the interest of productivity, the Friends board decided at the end of the year to add a part time paid staff member (Julie Dougherty) to assist the Executive Director with clerical and other duties. The Friends organization has been successful in attracting and keeping new, active and capable board members.

As they did last year, the Friends provided 100% of the funding (\$51,000 added to \$5,000 in unexpended funds from last year) for the Ebey's Forever (historic rehabilitation) grant program. They also provided \$18,000 in general financial support for staffing and programs; secured a \$10,000 special donation to support our wayside sign project, and secured \$9,000 in program sponsorships (\$3,000 more than planned). Major fundraising events included an elaborate "Oscars Themed" film festival and two fundraising "house party" events. They also hosted the traditional (8th annual) Community Potluck celebrating the creation of the Reserve and developed merchandise (a new T-shirt design) for sale.

EBU Collaborative Orientation:

Under the guidance of the Outreach Coordinator, the E.B.U. (Ebey University) collaborative orientation/training program expanded and improved this year. This program serves multiple objectives. It intends to strengthen relationships among partner organizations; educate and inform volunteers and staff; and help address challenges in disseminating accurate information and messaging about the reserve. This year's sessions were held at the public library and at field locations in the Reserve. New sessions included Native American place names in the Reserve, the architectural history of the Reserve, and basic interpretive skills.

Preservation and Protection:

Land Protection:

The Trust Board's Land Protection Committee focused on updating the property data in the Land Protection Plan (which also needs updating). The Preservation Coordinator used new experience in GIS to update the Reserve's land protection maps, which are key to determining future land protection priorities (such as making recommendations to the LARS database. This work will continue into FY2017.

Easement Monitoring:

In preparation for monitoring NPS easements, the Preservation Coordinator worked extensively with easement files, updating contact and locational information, creating simplified easement-specific checklists to facilitate and standardize monitoring, and making “field” reference files (files that can be taken out in the field) for any easements that did not have them. Digital files of actual easement agreements were also created and saved as official files. These were shared with the Island County Assessor’s office, which will benefit property owners by ensuring that the assessor is able to factor easements into assessments. Actual easement monitoring was accomplished by an experienced contracted employee (former Reserve Manager Rob Harbour), who worked closely with the Preservation Coordinator. Most easements were found to be in full compliance. Where needed, follow up communication will continue in FY2017.

Ebey’s Forever Historic Rehabilitation Grant Program:

FY2016 saw the fifth round of Ebey’s Forever grants, with approval of eleven historic preservation projects, totaling \$56,000. The grant program continues to be a very visible, popular and positive demonstration of the Reserve’s proactive approach to preservation. With the 2016 projects, nearly \$400,000 has been granted and 46 properties received funding and support to aid in their preservation. This program promotes preservation in the Reserve by ensuring that rehabilitation work meets the Secretary’s Standards, by encouraging diversity among preservation projects, by encouraging long-term preservation objectives (maintenance agreements). One grant was declined this year and a number of others ran into difficulties finding skilled contractors and are expected to be granted extensions into next year, which is allowed.

Historic Structure Inventory:

The project to update the Reserve’s historic structure inventory was completed this year. A possible next step in FY2017 will be to make the data more accessible and useful to historic property owners and the public by creating an improved, interactive online inventory.

Trust Board/Nature Conservancy/Pratt Estate Endowment:

FY2016 saw exciting progress made on establishing a long awaited stewardship quasi-endowment stemming from the land bequest of the Pratt Estate. The transaction will create one endowment to ensure stewardship for the estate’s significant protected land (to be managed by the Nature Conservancy) and another endowment to support stewardship of the Pratt Estate’s historic structures (to be managed collaboratively by the Trust Board and the Friends of Ebey’s). The endowment is expected to be \$285,000.

Territorial Structure Research and MPD:

Research into the Reserve’s earliest surviving “Territorial” structures continued this

year. NPS special project funding allowed the research and development of a draft National Register Multiple Property Document (MPD) for territorial structures in Washington State. The MPD will provide the context to better understand these structures and support their management and interpretation.

Historic Preservation Field School:

Together with the NPS staff, the Trust Board planned and hosted an annual community supported historic preservation Field School. This year two projects were selected. In honor of the Centennial one project focused on the Ebey Blockhouse, an iconic NPS structure in the Reserve. The second project, intended to meet the Centennial goal of community engagement, was a project to clean and repair headstones and monuments in the 1866 pioneer Sunnyside Cemetery. As expected, the cemetery project drew a whole new set of participants, many of whom had never responded to more structural and construction oriented projects. Volunteers treated 120 monuments. To prepare for the project, the Preservation Coordinator first participated in a special Vanishing Treasures cemetery training that was made possible by VIP funding and NPS special project support. The cemetery project was so positive and successful the Trust Board intends to make it an annual community engagement event with other partners.

Ebey's Reserve Historic Preservation Commission:

During FY2016 the Trust Board continued to offer support and technical assistance to the Historic Preservation Commission (HPC). The Reserve Manager designated the Preservation Coordinator to represent the Reserve's interests on the monthly Historic Reserve Committee (HRC), and discuss administrative project reviews. The Preservation Coordinator attended all HPC meetings and offered advice and assistance to Town and County staff. A change made this year, with support of Town of Coupeville and Island County planning staff, is that the Preservation Coordinator is now seated with other staff instead of in the audience for more efficient participation during meetings and hearings. Also this year the Historic Reserve Committee began the process of reviewing the current design review process. Town and County elected officials are participating in this review, which will continue into next year. There seems general agreement among the Reserve partners that more training and clearer procedures are needed for the HPC to function optimally.

Major Project Review:

The Trust Board and staff responded to multiple requests for Section 106 consultation by the Navy this year. Most were concluded with simple No Adverse Effect responses. Two more complex consultations involved input from the Trust Board's Naval Coordination Committee and full Trust Board. These included a request for input on the proposed method for determining the Area of Potential Effect for the expansion of

the Growler operations (Board did not concur with method), and the development of an MOA in response to an Adverse Effect resulting from the placement of cement ecology blocks at the Navy's outlying field (Board provided extensive comments). Both of these consultations are still underway.

Outreach and Education:

Volunteers in Parks:

The Trust Board maintained an active and successful VIP program in FY2016 with increased number of volunteer hours in part due to NPS Centennial events and activities. In all, 460 volunteers contributed 22,334 hours of service to the Reserve. These hours represent visitor services (seasonal docents), planning and administration (including Trust Board members, Friends Board members, committees, partners), historic preservation projects (such as the Field School), and various maintenance projects. As noted previously, 25 devoted docents (including some new volunteers) opened the Ebey House Visitor Contact Station for four days per week during the summer season (Memorial Day to Labor Day), and several contributed additional hours planning and volunteering at the special Ferry House open house. While the overall number of docents decreased this year, the number of contacts made at the Ebey House stayed about the same with documented contacts reaching over 6000 visitors. The docents were recognized at an end of the year picnic for their role as resource stewards.

Youth Program Highlights:

This year FY2016 saw increased planning and new programs designed to provide engagement with youth. These included two specialized Junior Ranger Day experiences for children and in response to the Department of the Interior's initiative encouraging NPS areas to engage youth by collaborating with Boys and Girls Club organization, the Trust Board hosted a summer day camp program for the Coupeville Boys and Girls Club. The program was a local community exploration that included a farm visit, a visit to the historic Ebey House, a hike in the Reserve, a visit to historic downtown Coupeville. The Outreach Coordinator provided a good diversity of other programs as well, ranging from homeschool students in Oak Harbor, a 4-H enrichment event.

External Programs – Provided by Partners:

With sponsor support through the Friends of Ebey's, the Trust Board expanded and formalized its successful partnership with the Island County Historical Society and Museum to present regular "Porch Stories," programs. Now in its second year, this program has expanded into a popular series for visitors and residents. The programs are short, free, programs on local history in a casual, intimate and interactive setting of the museum covered porch. This partnership has proved to be a perfect fit for both the

museum and the Reserve. The museum provides the location and content and benefits from income and increased visitation. The Reserve is able to expand its ability to meet interpretive and public education objectives. "Porch Stories" will continue and expand for next season.

Visitor Services Planning:

As stated in last year's report, visitation and use of the Reserve's most popular areas continues to increase. Recent improvements such as additional parking, a public portable restroom, new Trail Portal signs, and a bike rack are clearly helping us do a better job of meeting visitor needs but there is more to be done. Last year's annual report called for some means of gauging visitor use levels. NPS has acquired trail counters and consulted with the Trust Board staff on a strategy for installing them. Although the multiple entrance and exit points of the Overlook-Bluff Trail-Pratt Loop trail system will make it difficult to refine information about use, the counters should help establish a set of important initial estimates of overall visitation, weekday vs. weekend use, and seasonal fluctuations. This information could influence how staff and volunteers are stationed in the future staffing and volunteer recruitment.

Wayside Exhibit Replacement:

The project begun last year to revise and replace all of the wayside exhibits in the reserve continued this year as the highest Outreach priority. The Outreach Coordinator and the Trust Board's Education and Outreach Committee coordinated the Trust Board's review of messaging and design, and established a plan for the next set of signs to be developed and put in place in the coming year. Because the first three signs tell the story of the public private partnerships that led to the establishment of the reserve, their installation was a key part of the Trust Board's celebration of the NPS Centennial and unveiled at a Founder's Day event.

Website and Social Media:

The second highest outreach priority this year was improving the Trust Board's messaging on our website and through social media (Facebook and Twitter). New features such media guidance, expanded photos for sharing, expanded FAQs, a trip planning section and information on Design Review are being added. The management section is also being updated to more accurately describe the Reserve and partnership. This work will continue into FY2017.

NPS Centennial:

It would be difficult for me to overemphasize the feeling of success and accomplishment resulting from the Trust Board's involvement in the Centennial. This began in FY2015 with our selection of three broad objectives that were appropriate for

the reserve and its resources: Welcome Youth, Engage the Public/Community, and Improve Public Access.

With limited staff and budget, our two-part strategy was to look for ways to “change up” our regular funded work to align with our Centennial goals, and then choose special projects that were “do-able” and enhanced or supported by partnerships. Identifying a staff Centennial Coordinator (Office Manager) ensured that logistical and administrative support kept projects moving forward.

Major Centennial projects included the construction of the new Pratt Loop Trail and Kettles Spur Trail; landscaping improvements at the Trust Board office; installation of new wayside signs and a greatly improved Prairie Overlook; installation of new visitor amenities like new Trail Portal signs and a bike rack; Ferry House public open house (guided tours for over 300 people in a safe, structure-friendly manner); two Junior Ranger Days; a Historic Preservation Field School (projects at the Ebey Blockhouse and Sunnyside cemetery); a Film Slam film competition; participation in an NPS Bio-Blitz; and an open house and ribbon cutting event on Founder’s Day.

These projects not only represent the Trust Board meeting its Centennial objectives, they also provided an entire year of fun, positive, productive engagement with old and new partners. This was especially true for the projects that brought together the Trust Board and staff, NPS staff, and the Friends of Ebey’s. Without question, all staff and volunteers performed at extraordinary levels to complete the work described in this report.

Preserving Historic Structures: Trust Board staff, NPS staff, and community partners serve on an annual committee to review, award and provide technical advice for Ebey's Forever Grant projects. To date the program has invested nearly \$400,000 in the preservation of 46 significant structures in the reserve.



Gaining and Sharing Technical Expertise: Special training opportunities helped Trust Board staff bring new skills back to the reserve and community.



Preservation Coordinator at Vanishing Treasures training at Kalaupapa on historic cemetery restoration.



Outreach Coordinator engaging youth and exploring ways to use social media at Cesar Chavez National Historic Site

Expanding Public Access: One of the most complex and rewarding Centennial Projects this year was building a new trail. The Pratt Loop Trail and Kettles Spur was a collaboration involving the Trust Board's Trail Committee, Trust Board staff, NPS staff, local volunteers, The Nature Conservancy, and a very inspiring youth crew from Northwest Youth Corps.



Welcoming Youth: The Trust Board collaborated with partners to host youth focused Centennial programs that included a Boys and Girls Club day camp with a farm visit, and two special Junior Ranger Day events - one with a surprise visit from a scuba diver.








Engaging the Community: Centennial events provided distinct opportunities to engage the community and highlight the reserve partnership: A youth-centered Film Slam film competition and film festival; an open house at the historic Ferry House; and a wayside panel ribbon cutting and trail opening on Founder's Day.





Celebrating the Centennial of the National Park Service
EBEY'S LANDING NATIONAL HISTORICAL RE-

Open to the Public
The Historic Ferry House
 August 20, 2016, 10am to 4pm
 Guided Tours and Exhibits
 Parking & Shuttle Service from
 Coupeville High School
 For details & tour times visit

Founder's Day Centennial
1916—2016
 August 23, 2016, 4:00pm to 6:00pm
 At the Prairie Overlook & The Cottage
 Introducing the new Prairie Overlook
 Interpretive Panels and the
 new Pratt Loop Trail




With Thanks to the generous support of our
 Sponsors: Friends of Ebey's, Whidbey Island Bank,
 Windermere Real Estate, Frontier Lumber, Coupe-





Celebrating the Centennial of the
National Park Service
EBEY'S LANDING
NATIONAL HISTORICAL
RESERVE

2016
National Park Service
CENTENNIAL



Founder's Day Centennial
1916—2016
August 25, 2016, 4:00pm to 6:00pm
At the Prairie Overlook and the Cottage
Introducing the new Prairie Overlook Interpretive Panels and the
new Pratt Loop Trail

With Thanks to the generous support
of our Sponsors:
Friends of Ebey's, Whidbey Island
Bank, Windermere Real Estate,
Frontier Lumber,
Coupeville Festival Association


Working Together: Annual preservation field schools are a Trust Board, NPS and community collaboration. Photos show work in progress during the 2016 Field School at Sunnyside Cemetery and the Ebey Blockhouse.



Learning Together: VIP docents and community partners took part in EBU, a collaborative orientation to the Reserve hosted by the Trust Board.



Ebey's Forever Grant Recipients

2016



Cawsey Squash Barn
c.1900

Siding restoration
\$2,400



Comstock Barn
1934

Hay mow door repair
\$2,500



Fisher Store
1904

Foundation, structural
\$12,500



Smith Prairie Barn
1911

Hay hood, siding
\$3,560



Strong Outbuilding
1928

Siding, paint
\$4,000



Holbrook Barn
c.1910

Roof, structural, drainage
\$5,000



Clapp House
1886

Roof
\$10,100



Haller House
1866

Roof
\$10,000



LeSourd Garage
c.1900

Roof, foundation
\$4,000



Van Dam House
1904

Window restoration
\$4,000



Zylstra House
1889

Window restoration
\$1,240