

## Portier Cheryl - ADMIN

---

**From:** Haas Pattie - Capital Projects <PattieH@ckschools.org>  
**Sent:** Thursday, November 2, 2017 12:23 PM  
**To:** Newell Doug - ADMIN  
**Subject:** Ltr to Ms Soule

Pattie

– Board of Directors –

ERIC K. GREENE

JEANIE SCHULZE

ROBERT C. MACDERMID

SCOTT R. WOHRMAN

BRUCE J. RICHARDS



**Central Kitsap School District**

DAVID MCVICKER  
SUPERINTENDENT

9210 SILVERDALE WAY NW  
MAILING ADDRESS: PO BOX 8  
SILVERDALE, WASHINGTON 98383  
(360) 662-1610 • Fax: (360) 662-1611  
[www.ckschools.org](http://www.ckschools.org)

November 2, 2017

Ms. Soule

Central Kitsap School District is developing the land adjoining your property. Our development activity exposed the trees on your property to weather and southerly winds.

The school district employed an arborist to assess your trees. We offered to remove the specific trees on your property identified as potentially susceptible to weather and or southerly winds. Removal of these specific, identified trees would be at school district expense. We also specifically stated in our offer that the removal of additional trees would be at homeowner expense.

In order for the school district to proceed with removing these specific trees, we asked you to sign an agreement. Without signing the agreement, we cannot proceed.

Please sign and return the agreement (without conditions related to the removal of additional trees) by November 3, 2017. If we do not receive a signed agreement, we will remove our offer.

A handwritten signature in black ink, appearing to read 'Doug Newell', is written over a horizontal line.

Doug Newell  
Executive Director, Business and Operations  
Central Kitsap School District

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Friday, November 10, 2017 10:38 AM  
**To:** Thiel Sydney - Capital Projects  
**Cc:** Shoemaker Robin - Capital Projects  
**Subject:** Re: Fence repair/replacement - Soule Residence 10388 Frontier Place NW, Silverdale

Anytime in the next 2-3 weeks is fine.

Sent from my iPhone

On Nov 9, 2017, at 8:47 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Good morning, Karen,

I am writing to let you know that I have contacted John Rosebeary at Viking Fence a few times this week to schedule the fence work on your property. He is aware of the need to complete the work in a timely manner, however, as of this writing I have not heard back. I wanted you to be aware that I am actively working on it. As soon as a date is proposed, I will let you know.

Thank you,  
Sydney

### **Sydney Thiel**

Project Manager | Capital Projects Office

Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383

[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)

360-662-1705 direct

206-960-2417 mobile

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Wednesday, November 1, 2017 8:36 PM  
**To:** Newell Doug - ADMIN  
**Cc:** Thiel Sydney - Capital Projects; Shoemaker Robin - Capital Projects  
**Subject:** Re: Tree Assessment

Doug I not going to let you strong arm me into signing this agreement. I told you that you can proceed with the removal of the 6 designated trees. I am not letting you manipulate me into signing this absolving your responsibility of the additional tree removal. Remove the trees as discussed and agreed upon. My legal counsel will advise if you can get away with not removing and performing the additional removal of trees in the letter sent to me in May and September.

Karen Soule

Sent from my iPhone

On Nov 1, 2017, at 11:31 AM, Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)> wrote:

Ms. Soule,

We cannot sign the agreement with the asterisked qualifying statement, regarding bullet 4 under the Terms of the Agreement.

If you would like CKSD to proceed with scheduling the removal of the trees identified in the agreement (Trees #59, 62, 63, 68, 69, and 72); please sign a clean copy of the agreement, and return.

**Doug Newell, Executive Director of Business & Operations**  
Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - . [CK Schools Construction Updates](#).*

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Wednesday, November 1, 2017 9:03 AM  
**To:** Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Attached is the signed agreement. The additional tree removal has nothing to do with the 6 marked trees for removal or the fence being repaired and replaced as noted. I am seeing my attorney today regarding that specific clause. Again, proceed.

Thank you

Karen Soule

---



**From:** Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)>  
**To:** "'[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)'" <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Sent:** Tuesday, October 31, 2017 12:19 PM  
**Subject:** RE: Tree Assessment

Ms. Soule,

Following up on our telephone call (1209pm – 10/31).

Between 200 and 230pm a fencing contractor will be on your property to evaluate the repairs to your fence.

We also still need confirmation that you would like CKSD to arrange removal recommended by the arborist. (Trees #59, 62, 63, 68, 69, and 72). IF you would like this specific trees removed we ask that you submit a new, signed copy of our agreement.

As we have discussed we cannot pay for the additional trees that you have requested to be removed.

**Doug Newell, Executive Director of Business & Operations**  
Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - . [CK Schools Construction Updates](#).*

---

**From:** Newell Doug - ADMIN  
**Sent:** Friday, October 27, 2017 11:45 AM  
**To:** '[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)' <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** FW: Tree Assessment

Ms. Soule.

Following up on our discussion.

We will have a fencing contractor on site on Tuesday to evaluate the repairs to your fence.

On Thursday our logger will be on-site to remove trees. Please confirm If you would like CKSD to remove the trees that the arborist recommended removing and that we identified in our agreement. For your property that is six (6) trees identified as #59, 62, 63, 68, 69, and 72.

As stated in the agreement and as we discussed on the telephone, removal of additional trees will be at the homeowner's expense.

Again I apologize for any misunderstanding from earlier correspondence.

**Doug Newell, Executive Director of Business & Operations**  
Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - . [CK Schools Construction Updates](#).*

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Wednesday, November 1, 2017 2:45 PM  
**To:** Newell Doug - ADMIN  
**Cc:** Thiel Sydney - Capital Projects; Shoemaker Robin - Capital Projects  
**Subject:** Re: Tree Assessment

Doug - one thing has nothing to do with the other. Proceed with the project. As I said earlier this will be reviewed by legal counsel.

Sent from my iPhone

On Nov 1, 2017, at 11:31 AM, Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)> wrote:

Ms. Soule,

We cannot sign the agreement with the asterisked qualifying statement, regarding bullet 4 under the Terms of the Agreement.

If you would like CKSD to proceed with scheduling the removal of the trees identified in the agreement (Trees #59, 62, 63, 68, 69, and 72); please sign a clean copy of the agreement, and return.

**Doug Newell, Executive Director of Business & Operations**  
Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress -* [CK Schools Construction Updates](#).

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Wednesday, November 1, 2017 9:03 AM  
**To:** Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Attached is the signed agreement. The additional tree removal has nothing to do with the 6 marked trees for removal or the fence being repaired and replaced as noted. I am seeing my attorney today regarding that specific clause. Again, proceed.

Thank you

Karen Soule

---

**From:** Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)>  
**To:** "soulekaren@yahoo.com" <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Sent:** Tuesday, October 31, 2017 12:19 PM  
**Subject:** RE: Tree Assessment

Ms. Soule,



Following up on our telephone call (1209pm – 10/31).

Between 200 and 230pm a fencing contractor will be on your property to evaluate the repairs to your fence.

We also still need confirmation that you would like CKSD to arrange removal recommended by the arborist. (Trees #59, 62, 63, 68, 69, and 72). IF you would like this specific trees removed we ask that you submit a new, signed copy of our agreement.

As we have discussed we cannot pay for the additional trees that you have requested to be removed.

**Doug Newell, Executive Director of Business & Operations**

Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - . [CK Schools Construction Updates](#).*

---

**From:** Newell Doug - ADMIN  
**Sent:** Friday, October 27, 2017 11:45 AM  
**To:** 'soulekaren@yahoo.com' <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** FW: Tree Assessment

Ms. Soule.

Following up on our discussion.

We will have a fencing contractor on site on Tuesday to evaluate the repairs to your fence.

On Thursday our logger will be on-site to remove trees. Please confirm If you would like CKSD to remove the trees that the arborist recommended removing and that we identified in our agreement. For your property that is six (6) trees identified as #59, 62, 63, 68, 69, and 72.

As stated in the agreement and as we discussed on the telephone, removal of additional trees will be at the homeowner's expense.

Again I apologize for any misunderstanding from earlier correspondence.

**Doug Newell, Executive Director of Business & Operations**

Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - . [CK Schools Construction Updates](#).*

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Wednesday, November 1, 2017 9:03 AM  
**To:** Newell Doug - ADMIN  
**Cc:** Thiel Sydney - Capital Projects  
**Subject:** Re: Tree Assessment

Attached is the signed agreement. The additional tree removal has nothing to do with the 6 marked trees for removal or the fence being repaired and replaced as noted. I am seeing my attorney today regarding that specific clause. Again, proceed.

Thank you

Karen Soule

---

**From:** Newell Doug - ADMIN <DougN@ckschools.org>  
**To:** "'soulekaren@yahoo.com'" <soulekaren@yahoo.com>  
**Cc:** Thiel Sydney - Capital Projects <SydneyT@ckschools.org>  
**Sent:** Tuesday, October 31, 2017 12:19 PM  
**Subject:** RE: Tree Assessment

Ms. Soule,

Following up on our telephone call (1209pm – 10/31).

Between 200 and 230pm a fencing contractor will be on your property to evaluate the repairs to your fence.

We also still need confirmation that you would like CKSD to arrange removal recommended by the arborist. (Trees #59, 62, 63, 68, 69, and 72). IF you would like this specific trees removed we ask that you submit a new, signed copy of our agreement.

As we have discussed we cannot pay for the additional trees that you have requested to be removed.

### **Doug Newell, Executive Director of Business & Operations**

Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - . [CK Schools Construction Updates](#).*

---

**From:** Newell Doug - ADMIN  
**Sent:** Friday, October 27, 2017 11:45 AM  
**To:** 'soulekaren@yahoo.com' <soulekaren@yahoo.com>  
**Cc:** Thiel Sydney - Capital Projects <SydneyT@ckschools.org>  
**Subject:** FW: Tree Assessment

Ms. Soule.

Following up on our discussion.

We will have a fencing contractor on site on Tuesday to evaluate the repairs to your fence.



On Thursday our logger will be on-site to remove trees. Please confirm if you would like CKSD to remove the trees that the arborist recommended removing and that we identified in our agreement. For your property that is six (6) trees identified as #59, 62, 63, 68, 69, and 72.

As stated in the agreement and as we discussed on the telephone, removal of additional trees will be at the homeowner's expense.

Again I apologize for any misunderstanding from earlier correspondence.

**Doug Newell, Executive Director of Business & Operations**

Central Kitsap School District | Business Department | P O Box 8, Silverdale, WA, 98383  
Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

*We're building! Follow our progress - [CK Schools Construction Updates](#).*

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 26, 2017 4:48 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney please read both letters that were sent out to us in June and September for clarification. It clearly states additional trees removed at CKSD expense.

Sent from my iPhone

On Oct 26, 2017, at 10:18 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,

In September, we stated that "the School District will share the findings of [the arborist's] assessment with you and give you the option to remove any of the trees that [the arborist] recommends for removal. Should you accept his recommendation, the work will be performed at the School District's expense, as previously discussed."

The School District is committed to honoring this statement.

If you would like additional trees removed, that were not identified as a risk, we can ask the logger talk with you directly, however you would need to pay the logger for the additional work.

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 26, 2017 8:54 AM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>  
**Subject:** Re: Tree Assessment



Sydney & Robin

Per the letters we were sent we were told that CKSD would at their expense remove any additional trees we wanted removed. I expect CKSD to honor what was sent to us in writing. With the last wind storm we had and the down tree in my yard, the ground root system has been compromised with the removal of the trees behind my property.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 26, 2017, at 7:01 AM, Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I am sending the email below on behalf of Robin Shoemaker:

Good evening, Karen – I will be out of town after today until November 1. Sydney is trying to arrange for the tree removal for sometime next week, so I wanted to reach out to you and discuss your edits to the agreement which I had already signed without the edits.

1. To the point of Area of Work Property C last sentence on fencing:

CKSD will work with a fencing company to assess your fence for repair and/or replacement of fencing sections needing attention. We expect that assessment may, in fact, include some replacement of materials that are damaged beyond the ability to repair. As an example where the top rail is bent, I would not imagine this is repairable and still look new. We also expect that some fencing components may be repairable. But, we need the fencing company to advise first. We are not trying to avoid proper attention to make your fence whole. At the same time, we must be diligent to the public and treat both you and the public fairly in expensing the resolution. So, I am anticipating that where the word "repair" is used, this will include some replacement. We have revised the wording in the attached agreement to clarify our intentions better. The revisions are noted in red to distinguish the revised content.

2. To the point of Terms of the Agreement, bullet 4:

Bullet point 4 refers to any trees that the you may elect to have removed that are in addition to outlined scope. In the case of your property, the arborist report identified 6 trees that were recommended for removal, which includes the dead madrone tree that we previously discussed removing. CKSD will cover the expense of removing the 6 trees. Any additional tree removal, beyond what has been identified to date will be the responsibility and expense of the property owner. We believe that this is a very fair and reasonable agreement.

I would ask that you recheck the trees identified for removal, as your numbers listed in the bullet at the top of page 2 are all different than the ones that we have identified for removal. The intent of this listing was to tie to those listed in the

Area of Work Property C. If this is what you are referencing in Terms of Agreement (item 2 above) regarding removing these added trees, in addition to the six that were identified, this is well beyond what we could consider necessary from the arborist recommendation, or fair and reasonable. If this is the case, we may need to meet again to resolve, but hoping that we can move forward to get the work done before winter weather sets in making it less feasible this fall.

To this end, attached is an updated agreement that we hope you will sign given the above feedback.

Thank you for working with us on moving forward.

Robin S. Shoemaker, P.E.  
Director of Capital Projects  
Central Kitsap School District  
360-662-8272 (Office)  
360-509-5234 (Cell)

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Tuesday, October 24, 2017 2:18 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney & Robin!

Attached is the signed agreement along with copies of the letters previously sent to us residents. Please note there are revisions and additions I have written on the contract.

Please let me know when the work can be completed. It is a real inconvenience to have my fence down like it is currently.

Thank you

Karen Soule

---

**From:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**To:** Karen Soule <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>  
**Sent:** Monday, October 23, 2017 1:12 PM  
**Subject:** RE: Tree Assessment

Karen,  
Attached is an Agreement for Tree Removal. Please review and return a signed copy at your earliest convenience.  
I have tentatively arranged for the logger to perform the tree work next week. The exact day is subject to weather conditions and receipt of the signed agreement.

Thank you,  
Sydney

**Sydney Thiel**  
Project Manager | Capital Projects Office



Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA  
98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 16, 2017 12:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

For clarification, I will want some of the wood for myself for personal use. More than anything this process needs to be expedited so you can replace my fence. Remember I have 3 dogs and I must have an enclosed area for them.

Thank you Sydney  
Karen Soule

Sent from my iPhone

On Oct 12, 2017, at 3:11 PM, Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I will make arrangements to have the arborist-recommended trees removed from your property as well as the tree from CKSD property that fell into your yard.  
I am not clear which "other trees" you are referring to in your email below.

**Sydney Thiel**  
Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW,  
Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 12, 2017 2:37 PM  
**To:** Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

I want CKSD to proceed with the removal of the trees on my property at the expense of CKSD. In addition I want other trees removed as well.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 9, 2017, at 8:44 AM, Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I just left a voice message for you. I will come up to take a look at the damage later this morning.. If you have time to discuss options regarding the arborist's assessment (per Friday's email) it would be good to do so at that time as well.

Thank you,  
Sydney

**Sydney Thiel**  
Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale  
Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule  
[\[mailto:soulekaren@yahoo.com\]](mailto:soulekaren@yahoo.com)  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney - I left you a vm on Friday. A tree from the CK campus fell on my fence and yard on Friday during the wind storm. My understanding was dangerous trees were to be removed? Please reach out to me this week so we can get this remedied and my fence fixed.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 6, 2017, at 2:00 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Greetings Karen,  
We have received the results and recommendations from A.B.C. Consulting Arborist's assessment of the trees along the southern border of your property. I have attached the findings for your reference.

To summarize, your property is noted as "property C" on the attached report. The arborist has recommended the removal of **5-6 trees** on your property for reasons that are further explained in the document. Please review these recommendations.

If you wish to proceed with removal of the noted trees, please confirm via email on or before **October 13th**. After that date, CKSD will organize a logger to remove the trees in the subsequent weeks at the School District's expense. Please note that this offer pertains to the above-ground portion of trees only. Stumps will remain in the ground. Please also note that this tree removal work will conclude the District's courtesy regarding this matter; future tree assessment or removal, if desired, will be the responsibility of the property owner.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Sydney

**Sydney Thiel**  
Project Manager | Capital  
Projects Office  
Central Kitsap School District |  
9210 Silverdale Way NW,  
Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)



360-662-1705 direct  
206-960-2417 mobile

<North Property Line Offsite Tree  
Assessment.pdf>

<Neighbor Agreement for Tree Removal REV1\_171025.pdf>

– Board of Directors –

ERIC K. GREENE

JEANIE SCHULZE

ROBERT C. MACDERMID

SCOTT R. WOHRMAN

BRUCE J. RICHARDS



Central Kitsap School District

DAVID MCVICKER  
SUPERINTENDENT

9210 SILVERDALE WAY NW  
MAILING ADDRESS: PO BOX 8  
SILVERDALE, WASHINGTON 98383  
(360) 662-1610 • Fax: (360) 662-1611  
www.ckschools.org

## NEIGHBOR AGREEMENT FOR TREE REMOVAL

Reference Document: "Northern Property Line Offsite Tree Assessment" prepared by A.B.C. Consulting Arborists LLC dated September 26, 2017

### AREAS OF WORK

#### Property A

**Owner/Address:** Carolyn & Ron Greene, 10398 Frontier Place NW, Silverdale, WA 98383

**Scope:** Remove 8 trees identified as #24, 26, 28, 29, 33, 34, 35, 40 in reference document

#### Property B

**Owner/Address:** Sandra & Doc Collins, 10392 Frontier Place NW, Silverdale, WA 98383

**Scope:** Remove 1 tree identified as #50 in reference document

#### Property C

**Owner/Address:** Karen Soule, 10388 Frontier Place NW, Silverdale, WA 98383

**Scope:** CKSD will temporarily remove sections of existing black chain link fence prior to falling trees to accommodate a path to fall the trees. Remove 6 trees identified as #59, 62, 63, 68, 69, 72 in reference document. Remove existing fallen tree from CKSD property that fell into back yard of property C.

Reinstall black chain link fence upon completion of the tree removal. The section of fence and top rail that was damaged along the southern property line will be replaced as soon as the fencing vendor can be scheduled. However, it is unlikely that the fencing replacement will occur on the same day as the tree work, therefore the damaged section of fence will be temporarily reinstalled until the damaged section can be replaced.

### TERMS OF THE AGREEMENT

- Property Owners grant access to their property for logging equipment and personnel to perform the following work.
- Property owners agree that CKSD is permitted to remove the identified trees.
- CKSD will pay for the removal of trees identified at each aforementioned property (A, B, C). The work pertains to the above-ground portion of trees only. Stumps shall remain in the ground.
- \* • Additional tree removal, if desired by the property owner, will be the responsibility and expense of the property owner. *I do not agree to this*
- The location of the identified trees is based upon CKSD's best judgement of property line locations. CKSD is not responsible for verifying property line boundaries. Property Owners are responsible for verifying that the identified trees are located within their property boundaries.
- Fallen trees may remove or damage limbs of adjacent trees when they fall down. Reasonable efforts will be taken to minimize damage to surrounding vegetation, trees, and fences, however CKSD and its logging contractor are not responsible for ensuing damage should it occur.

- Care will be taken to avoid driving over the septic field, provided that the Property Owner clearly and accurately marks the boundary of said area.
- Unless clarified below, all tree trunks, limbs, and debris associated with the aforementioned scope of work will be removed from the site. Stumps will remain in place. If property owners wish to retain fallen trunk sections for their purposes, please state the trunks to remain by referencing the specific tree ID#(s) as follows:

\_\_\_\_\_.

If trunk sections are retained by the Property Owner, CKSD is not responsible for cutting the logs into sections smaller than 8'.

- When the aforementioned work is finished, this will conclude the District's agreement and responsibilities regarding this matter. Future tree assessment or removal, if desired by the property owner, will be the responsibility and expense of the property owner.
- CKSD is not responsible for the condition or longevity of trees that remain on residential property.
- If there is a dispute as to whether CKSD removed an incorrect tree, CKSD's liability to the property owner shall only be to remove a tree that the property owner believes was required to be removed per this agreement. CKSD and its contractor shall not be liable for any damages for removing an incorrect tree.
- Except for the costs of performing the work described in this agreement, CKSD is not responsible to the property owner for any other costs or expenses of any kind.

Property Owner (please indicate property A, B, C):     C    

Signature

*rs*

Date

*11/1/2017*

Printed Name

*WARREN SOUTER*

Central Kitsap School District

Robin Shoemaker, Director of Capital Projects

Date

*Proceed with the fence  
Repair & Replacement.  
Remove the 6 trees described.  
LEAVE some wood for me for  
PERSONAL USE.*



## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Thursday, October 26, 2017 4:48 PM  
**To:** Thiel Sydney - Capital Projects  
**Subject:** Re: Tree Assessment

Sydney please read both letters that were sent out to us in June and September for clarification. It clearly states additional trees removed at CKSD expense.

Sent from my iPhone

On Oct 26, 2017, at 10:18 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,

In September, we stated that "the School District will share the findings of [the arborist's] assessment with you and give you the option to remove any of the trees that [the arborist] recommends for removal. Should you accept his recommendation, the work will be performed at the School District's expense, as previously discussed."

The School District is committed to honoring this statement.

If you would like additional trees removed, that were not identified as a risk, we can ask the logger talk with you directly, however you would need to pay the logger for the additional work.

### **Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 26, 2017 8:54 AM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney & Robin

Per the letters we were sent we were told that CKSD would at their expense remove any additional trees we wanted removed. I expect CKSD to honor what was sent to us in writing. With the last wind storm we had and the down tree in my yard, the ground root system has been compromised with the removal of the trees behind my property.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 26, 2017, at 7:01 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,

I am sending the email below on behalf of Robin Shoemaker:

Good evening, Karen – I will be out of town after today until November 1. Sydney is trying to arrange for the tree removal for sometime next week, so I wanted to reach out to you and discuss your edits to the agreement which I had already signed without the edits.

1. To the point of Area of Work Property C last sentence on fencing:

CKSD will work with a fencing company to assess your fence for repair and/or replacement of fencing sections needing attention. We expect that assessment may, in fact, include some replacement of materials that are damaged beyond the ability to repair. As an example where the top rail is bent, I would not imagine this is reparable and still look new. We also expect that some fencing components may be reparable. But, we need the fencing company to advise first. We are not trying to avoid proper attention to make your fence whole. At the same time, we must be diligent to the public and treat both you and the public fairly in expensing the resolution. So, I am anticipating that where the word “repair” is used, this will include some replacement. We have revised the wording in the attached agreement to clarify our intentions better. The revisions are noted in red to distinguish the revised content.

2. To the point of Terms of the Agreement, bullet 4:

Bullet point 4 refers to any trees that the you may elect to have removed that are in addition to outlined scope. In the case of your property, the arborist report identified 6 trees that were recommended for removal, which includes the dead madrone tree that we previously discussed removing. CKSD will cover the expense of removing the 6 trees. Any additional tree removal, beyond what has been identified to date will be the responsibility and expense of the property owner. We believe that this is a very fair and reasonable agreement.

I would ask that you recheck the trees identified for removal, as your numbers listed in the bullet at the top of page 2 are all different than the ones that we have identified for removal. The intent of this listing was to tie to those listed in the Area of Work Property C. If this is what you are referencing in Terms of Agreement (item 2 above) regarding removing these added trees, in addition to the six that were identified, this is well beyond what we could consider necessary from the arborist recommendation, or fair and reasonable. If this is the case, we may need to meet again to resolve, but hoping that we can move forward to get the work done before winter weather sets in making it less feasible this fall.

To this end, attached is an updated agreement that we hope you will sign given the above feedback.



Thank you for working with us on moving forward.

Robin S. Shoemaker, P.E.  
Director of Capital Projects  
Central Kitsap School District  
360-662-8272 (Office)  
360-509-5234 (Cell)

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Tuesday, October 24, 2017 2:18 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney & Robin!

Attached is the signed agreement along with copies of the letters previously sent to us residents. Please note there are revisions and additions I have written on the contract.

Please let me know when the work can be completed. It is a real inconvenience to have my fence down like it is currently.

Thank you

Karen Soule

---

**From:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**To:** Karen Soule <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>  
**Sent:** Monday, October 23, 2017 1:12 PM  
**Subject:** RE: Tree Assessment

Karen,

Attached is an Agreement for Tree Removal. Please review and return a signed copy at your earliest convenience.

I have tentatively arranged for the logger to perform the tree work next week. The exact day is subject to weather conditions and receipt of the signed agreement.

Thank you,  
Sydney

**Sydney Thiel**  
Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA  
98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 16, 2017 12:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

For clarification, I will want some of the wood for myself for personal use. More than anything this process needs to be expedited so you can replace my fence. Remember I have 3 dogs and I must have an enclosed area for them.

Thank you Sydney  
Karen Soule

Sent from my iPhone

On Oct 12, 2017, at 3:11 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I will make arrangements to have the arborist-recommended trees removed from your property as well as the tree from CKSD property that fell into your yard.  
I am not clear which "other trees" you are referring to in your email below.

**Sydney Thiel**  
Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW,  
Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 12, 2017 2:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

I want CKSD to proceed with the removal of the trees on my property at the expense of CKSD. In addition I want other trees removed as well.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 9, 2017, at 8:44 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I just left a voice message for you. I will come up to take a look at the damage later this morning.. If you have time to discuss options regarding the arborist's assessment (per Friday's email) it would be good to do so at that time as well.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale  
Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule  
[\[mailto:soulekaren@yahoo.com\]](mailto:soulekaren@yahoo.com)  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney - I left you a vm on Friday. A tree from the CK campus fell on my fence and yard on Friday during the wind storm. My understanding was dangerous trees were to be removed? Please reach out to me this week so we can get this remedied and my fence fixed.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 6, 2017, at 2:00 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Greetings Karen,  
We have received the results and recommendations from A.B.C. Consulting Arborist's assessment of the trees along the southern border of your property. I have attached the findings for your reference.

To summarize, your property is noted as “property C” on the attached report. The arborist has recommended the removal of **5-6 trees** on your property for reasons that are further explained in the document. Please review these recommendations.

If you wish to proceed with removal of the noted trees, please confirm via email on or before **October 13th**. After that date, CKSD will organize a logger to remove the trees in the subsequent weeks at the School District’s expense. Please note that this offer pertains to the above-ground portion of trees only. Stumps will remain in the ground. Please also note that this tree removal work will conclude the District’s courtesy regarding this matter; future tree assessment or removal, if desired, will be the responsibility of the property owner.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Sydney

**Sydney Thiel**  
Project Manager | Capital  
Projects Office  
Central Kitsap School District |  
9210 Silverdale Way NW,  
Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

<North Property Line Offsite Tree  
Assessment.pdf>





## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Thursday, October 26, 2017 8:54 AM  
**To:** Thiel Sydney - Capital Projects  
**Cc:** Shoemaker Robin - Capital Projects  
**Subject:** Re: Tree Assessment

Sydney & Robin

Per the letters we were sent we were told that CKSD would at their expense remove any additional trees we wanted removed. I expect CKSD to honor what was sent to us in writing. With the last wind storm we had and the down tree in my yard, the ground root system has been compromised with the removal of the trees behind my property.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 26, 2017, at 7:01 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I am sending the email below on behalf of Robin Shoemaker:

Good evening, Karen – I will be out of town after today until November 1. Sydney is trying to arrange for the tree removal for sometime next week, so I wanted to reach out to you and discuss your edits to the agreement which I had already signed without the edits.

1. To the point of Area of Work Property C last sentence on fencing:

CKSD will work with a fencing company to assess your fence for repair and/or replacement of fencing sections needing attention. We expect that assessment may, in fact, include some replacement of materials that are damaged beyond the ability to repair. As an example where the top rail is bent, I would not imagine this is repairable and still look new. We also expect that some fencing components may be repairable. But, we need the fencing company to advise first. We are not trying to avoid proper attention to make your fence whole. At the same time, we must be diligent to the public and treat both you and the public fairly in expensing the resolution. So, I am anticipating that where the word "repair" is used, this will include some replacement. We have revised the wording in the attached agreement to clarify our intentions better. The revisions are noted in red to distinguish the revised content.

2. To the point of Terms of the Agreement, bullet 4:

Bullet point 4 refers to any trees that the you may elect to have removed that are in addition to outlined scope. In the case of your property, the arborist report identified 6 trees that were recommended for removal, which includes the dead madrone tree that we previously discussed removing. CKSD will cover the expense of removing the 6 trees. Any additional tree removal,

beyond what has been identified to date will be the responsibility and expense of the property owner. We believe that this is a very fair and reasonable agreement.

I would ask that you recheck the trees identified for removal, as your numbers listed in the bullet at the top of page 2 are all different than the ones that we have identified for removal. The intent of this listing was to tie to those listed in the Area of Work Property C. If this is what you are referencing in Terms of Agreement (item 2 above) regarding removing these added trees, in addition to the six that were identified, this is well beyond what we could consider necessary from the arborist recommendation, or fair and reasonable. If this is the case, we may need to meet again to resolve, but hoping that we can move forward to get the work done before winter weather sets in making it less feasible this fall.

To this end, attached is an updated agreement that we hope you will sign given the above feedback.

Thank you for working with us on moving forward.

Robin S. Shoemaker, P.E.  
Director of Capital Projects  
Central Kitsap School District  
360-662-8272 (Office)  
360-509-5234 (Cell)

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]

**Sent:** Tuesday, October 24, 2017 2:18 PM

**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>

**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>

**Subject:** Re: Tree Assessment

Sydney & Robin!

Attached is the signed agreement along with copies of the letters previously sent to us residents. Please note there are revisions and additions I have written on the contract.

Please let me know when the work can be completed. It is a real inconvenience to have my fence down like it is currently.

Thank you

Karen Soule

---

**From:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>

**To:** Karen Soule <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>

**Cc:** Shoemaker Robin - Capital Projects <[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>

**Sent:** Monday, October 23, 2017 1:12 PM

**Subject:** RE: Tree Assessment

Karen,

Attached is an Agreement for Tree Removal. Please review and return a signed copy at your earliest convenience.

I have tentatively arranged for the logger to perform the tree work next week. The exact day is subject to weather conditions and receipt of the signed agreement.



Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 16, 2017 12:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

For clarification, I will want some of the wood for myself for personal use. More than anything this process needs to be expedited so you can replace my fence. Remember I have 3 dogs and I must have an enclosed area for them.

Thank you Sydney  
Karen Soule

Sent from my iPhone

On Oct 12, 2017, at 3:11 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I will make arrangements to have the arborist-recommended trees removed from your property as well as the tree from CKSD property that fell into your yard.  
I am not clear which "other trees" you are referring to in your email below.

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 12, 2017 2:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

I want CKSD to proceed with the removal of the trees on my property at the expense of CKSD. In addition I want other trees removed as well.



Thank you  
Karen Soule

Sent from my iPhone

On Oct 9, 2017, at 8:44 AM, Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I just left a voice message for you. I will come up to take a look at the damage later this morning.. If you have time to discuss options regarding the arborist's assessment (per Friday's email) it would be good to do so at that time as well.

Thank you,  
Sydney

**Sydney Thiel**  
Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW,  
Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney - I left you a vm on Friday. A tree from the CK campus fell on my fence and yard on Friday during the wind storm. My understanding was dangerous trees were to be removed? Please reach out to me this week so we can get this remedied and my fence fixed.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 6, 2017, at 2:00 PM, Thiel Sydney - Capital Projects  
<[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Greetings Karen,  
We have received the results and recommendations from A.B.C. Consulting Arborist's assessment of the trees along the

southern border of your property. I have attached the findings for your reference.

To summarize, your property is noted as "property C" on the attached report. The arborist has recommended the removal of **5-6 trees** on your property for reasons that are further explained in the document. Please review these recommendations.

If you wish to proceed with removal of the noted trees, please confirm via email on or before **October 13th**. After that date, CKSD will organize a logger to remove the trees in the subsequent weeks at the School District's expense. Please note that this offer pertains to the above-ground portion of trees only. Stumps will remain in the ground. Please also note that this tree removal work will conclude the District's courtesy regarding this matter; future tree assessment or removal, if desired, will be the responsibility of the property owner.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale  
Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

<North Property Line Offsite Tree  
Assessment.pdf>

<Neighbor Agreement for Tree Removal REV1\_171025.pdf>

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Tuesday, October 24, 2017 2:18 PM  
**To:** Thiel Sydney - Capital Projects  
**Cc:** Shoemaker Robin - Capital Projects  
**Subject:** Re: Tree Assessment

Sydney & Robin!

Attached is the signed agreement along with copies of the letters previously sent to us residents. Please note there are revisions and additions I have written on the contract.

Please let me know when the work can be completed. It is a real inconvenience to have my fence down like it is currently.

Thank you

Karen Soule

---

**From:** Thiel Sydney - Capital Projects <SydneyT@ckschools.org>  
**To:** Karen Soule <soulekaren@yahoo.com>  
**Cc:** Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>  
**Sent:** Monday, October 23, 2017 1:12 PM  
**Subject:** RE: Tree Assessment

[Karen,](#)

Attached is an Agreement for Tree Removal. Please review and return a signed copy at your earliest convenience.

I have tentatively arranged for the logger to perform the tree work next week. The exact day is subject to weather conditions and receipt of the signed agreement.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office

Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383

[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)

360-662-1705 direct

206-960-2417 mobile

---

**From:** Karen Soule [mailto:soulekaren@yahoo.com]  
**Sent:** Monday, October 16, 2017 12:37 PM  
**To:** Thiel Sydney - Capital Projects <SydneyT@ckschools.org>  
**Subject:** Re: Tree Assessment

For clarification, I will want some of the wood for myself for personal use. More than anything this process needs to be expedited so you can replace my fence. Remember I have 3 dogs and I must have an enclosed area for them.



Thank you Sydney  
Karen Soule

Sent from my iPhone

On Oct 12, 2017, at 3:11 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I will make arrangements to have the arborist-recommended trees removed from your property as well as the tree from CKSD property that fell into your yard.  
I am not clear which "other trees" you are referring to in your email below.

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 12, 2017 2:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

I want CKSD to proceed with the removal of the trees on my property at the expense of CKSD. In addition I want other trees removed as well.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 9, 2017, at 8:44 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I just left a voice message for you. I will come up to take a look at the damage later this morning.. If you have time to discuss options regarding the arborist's assessment (per Friday's email) it would be good to do so at that time as well.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney - I left you a vm on Friday. A tree from the CK campus fell on my fence and yard on Friday during the wind storm. My understanding was dangerous trees were to be removed? Please reach out to me this week so we can get this remedied and my fence fixed.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 6, 2017, at 2:00 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Greetings Karen,  
We have received the results and recommendations from A.B.C. Consulting Arborist's assessment of the trees along the southern border of your property. I have attached the findings for your reference.

To summarize, your property is noted as "property C" on the attached report. The arborist has recommended the removal of **5-6 trees** on your property for reasons that are further explained in the document. Please review these recommendations.

If you wish to proceed with removal of the noted trees, please confirm via email on or before **October 13th**. After that date, CKSD will organize a logger to remove the trees in the subsequent weeks at the School District's expense. Please note that this offer pertains to the above-ground portion of trees only. Stumps will remain in the ground. Please also note that this tree removal work will conclude the District's courtesy regarding this matter; future tree assessment or removal, if desired, will be the responsibility of the property owner.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW,  
Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

<North Property Line Offsite Tree Assessment.pdf>



– Board of Directors –

ERIC K. GREENE                      JEANIE SCHULZE  
ROBERT C. MACDERMID          SCOTT R. WOEHMAN  
BRUCE J. RICHARDS



**Central Kitsap School District**

DAVID MCVICKER  
SUPERINTENDENT

9210 SILVERDALE WAY NW  
MAILING ADDRESS: PO BOX 8  
SILVERDALE, WASHINGTON 98383  
(360) 662-1610 • Fax: (360) 662-1611  
www.ckschools.org

**NEIGHBOR AGREEMENT FOR TREE REMOVAL**

Reference Document: "Northern Property Line Offsite Tree Assessment" prepared by A.B.C. Consulting Arborists LLC dated September 26, 2017

**AREAS OF WORK**

**Property A**

**Owner/Address:** Carolyn & Ron Greene, 10398 Frontier Place NW, Silverdale, WA 98383  
**Scope:** Remove 8 trees identified as #24, 26, 28, 29, 33, 34, 35, 40 in reference document

**Property B**

**Owner/Address:** Sandra & Doc Collins, 10392 Frontier Place NW, Silverdale, WA 98383  
**Scope:** Remove 1 tree identified as #50 in reference document

**Property C**

**Owner/Address:** Karen Soule, 10388 Frontier Place NW, Silverdale, WA 98383  
**Scope:** CKSD will temporarily remove sections of existing black chain link fence prior to falling trees. Remove 6 trees identified as #59, 62, 63, 68, 69, 72 in reference document. Remove existing fallen tree from CKSD property that fell into back yard of property C. ~~Reinstall~~ **\*REPLACE** black chain link fence and repair section of fence on southern property line that was damaged due to fallen tree.

**CKSD will replace black chainlink not reinstall. BLACK RAIL/BAR will be replaced at the top of fence.**

**TERMS OF THE AGREEMENT**

- Property Owners grant access to their property for logging equipment and personnel to perform the following work.
- Property owners agree that CKSD is permitted to remove the identified trees.
- CKSD will remove the trees identified at each aforementioned property (A, B, C). The work pertains to the above-ground portion of trees only. Stumps shall remain in the ground.
- ~~Additional tree removal, if desired by the property owner, will be the responsibility and expense of the property owner.~~
- The location of the identified trees is based upon CKSD's best judgement of property line locations. CKSD is not responsible for verifying property line boundaries. Property Owners are responsible for verifying that the identified trees are located within their property boundaries.
- Fallen trees may remove or damage limbs of adjacent trees when they fall down. Reasonable efforts will be taken to minimize damage to surrounding vegetation, trees, and fences, however CKSD and its logging contractor are not responsible for ensuing damage should it occur.

**THIS WAS NOT THE ORIGINAL AGREEMENT. WE WERE ADVISED THAT ANY ADDITIONAL TREE REMOVAL WAS AT THE EXPENSE OF CKSD.**

- Unless clarified below, all tree trunks, limbs, and debris will be removed from the site. Stumps will remain in place. If property owners wish to retain fallen trunk sections for their purposes, please state the trunks to remain by referencing the specific tree ID#(s) as follows:

REMOVE 66, 67, 73, 70, 74, 65, 64, 60

If trunk sections are retained by the Property Owner, CKSD is not responsible for cutting the logs into sections smaller than 8'. LEAVE TRUNK SECTIONS FOR #'S

- When the aforementioned work is finished, this will conclude the District's agreement and 73, 71 responsibilities regarding this matter. Future tree assessment or removal, if desired by the property owner, will be the responsibility and expense of the property owner.
- CKSD is not responsible for the condition or longevity of trees that remain on residential property.
- If there is a dispute as to whether CKSD removed an incorrect tree, CKSD's liability to the property owner shall only be to remove a tree that the property owner believes was required to be removed per this agreement. CKSD and its contractor shall not be liable for any damages for removing an incorrect tree.
- Except for the costs of performing the work described in this agreement, CKSD is not responsible to the property owner for any other costs or expenses of any kind.

you cannot drive onto septic drainfield

Property Owner (please indicate property A, B, C): C

(10)  
\_\_\_\_\_  
Signature

10/24/2017  
\_\_\_\_\_  
Date

KAREN SOULE  
\_\_\_\_\_  
Printed Name

Central Kitsap School District

Robin Shoemaker  
\_\_\_\_\_

Robin Shoemaker, Director of Capital Projects

October 23, 2017

– Board of Directors –

ERIC K. GREENE      JEANIE SCHULZE  
ROBERT C. MACDERMID      SCOTT R. WOHRMAN  
BRUCE J. RICHARDS



**Central Kitsap School District**

DAVID MCVICKER  
SUPERINTENDENT

9210 SILVERDALE WAY NW  
MAILING ADDRESS: PO BOX 8  
SILVERDALE, WASHINGTON 98383  
(360) 662-1610 • Fax: (360) 662-1611  
www.ckschools.org

Sydney Thiel  
Capital Projects Office  
Central Kitsap School District  
PO Box 8  
Silverdale, WA 98383

Copy

September 12, 2017

Dear Neighbors,

Through a recent assessment of trees on the School District's property, it was brought to CKSD's attention that some of the recently-exposed trees north of our mutual property line may be vulnerable to prevailing winds. With your permission, the School District would like to have the trees more thoroughly evaluated by a Registered Consulting Arborist to ascertain a recommendation for keeping or removing them.

The assessment would involve the Arborist walking on your property to have a closer look at the trees. If this assessment is acceptable to you, it will take place on Wednesday, September 13<sup>th</sup> beginning between 9-10am. You do not need to be home to accompany his visit, unless you want to be in which case you are welcome to attend. He is also available to answer questions that you may have during or after his visit.



The School District will share the findings of his assessment with you and give you the option to remove any of the trees that he recommends for removal. Should you accept his recommendation, the work will be performed at the School District's expense, as previously discussed.

I apologize in advance for the short notice of this request. The Arborist's schedule is very limited and tomorrow's date is the only date available for him to perform this work for several weeks. Despite the short notice, the School District believes that gathering this information soon will enable you to consider the information more fully to make an informed decision regarding your trees.

Please do not hesitate to contact me at 360-662-1705 or [sydneyt@ckschools.org](mailto:sydneyt@ckschools.org) with any questions.

Sincerely,

Sydney Thiel  
Project Manager  
Central Kitsap School District



– Board of Directors –

ERIC K. GREENE

JEANIE SCHULZE

ROBERT C. MACDERMID

SCOTT R. WOHRMAN

BRUCE J. RICHARDS



**Central Kitsap School District**

DAVID MCVICKER  
SUPERINTENDENT

9210 SILVERDALE WAY NW  
MAILING ADDRESS: PO BOX 8  
SILVERDALE, WASHINGTON 98383  
(360) 662-1610 • Fax: (360) 662-1611  
[www.ckschools.org](http://www.ckschools.org)

Sydney Thiel  
Capital Projects Office  
Central Kitsap School District  
PO Box 8  
Silverdale, WA 98383

*Copy*

May 25, 2017

Dear Karen A. Soule:

Beginning in June 2017, the Central Kitsap School District will commence construction activities on the Central Kitsap High School and Middle School campus. One of the early activities on the campus will include removal of trees, including clearing of district-owned land south of your property.

A diagram of the tree removal area is provided on the following page for your reference.



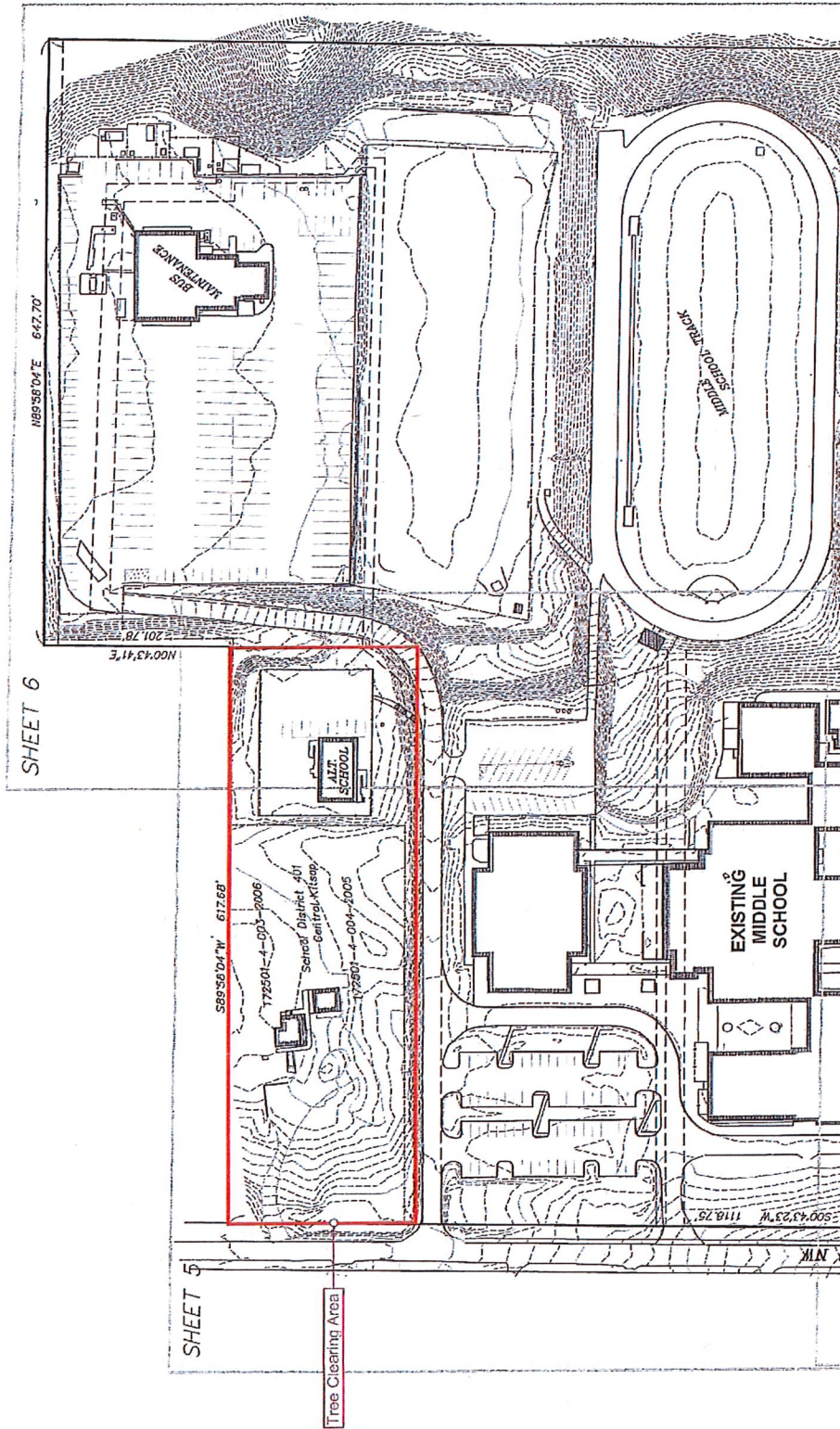
The trees that exist on your property will remain undisturbed, unless you wish for CKSD to remove them in conjunction with the tree removal work. Exact dates for this work have not been determined at this time, however, it is anticipated to occur in mid-June.

If you have any questions about these activities or wish to discuss removal of trees on your property, please do not hesitate to contact me. I may be reached by phone or email at 360-662-1705 or [sydneyt@ckschools.org](mailto:sydneyt@ckschools.org).

Sincerely,

Sydney Thiel  
Project Manager  
Central Kitsap School District

Encl: Tree Removal Diagram



SHEET 6

SHEET 5

Tree Clearing Area

EXISTING  
MIDDLE  
SCHOOL

ALT.  
SCHOOL

MAINTENANCE

MAINT.  
STADIUM

X NTK

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Monday, October 16, 2017 12:37 PM  
**To:** Thiel Sydney - Capital Projects  
**Subject:** Re: Tree Assessment

For clarification, I will want some of the wood for myself for personal use. More than anything this process needs to be expedited so you can replace my fence. Remember I have 3 dogs and I must have an enclosed area for them.

Thank you Sydney  
Karen Soule

Sent from my iPhone

On Oct 12, 2017, at 3:11 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I will make arrangements to have the arborist-recommended trees removed from your property as well as the tree from CKSD property that fell into your yard.  
I am not clear which "other trees" you are referring to in your email below.

### Sydney Thiel

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Thursday, October 12, 2017 2:37 PM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

I want CKSD to proceed with the removal of the trees on my property at the expense of CKSD. In addition I want other trees removed as well.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 9, 2017, at 8:44 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I just left a voice message for you. I will come up to take a look at the damage later this morning.. If you have time to discuss options regarding the arborist's assessment (per Friday's email) it would be good to do so at that time as well.



Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney - I left you a vm on Friday. A tree from the CK campus fell on my fence and yard on Friday during the wind storm. My understanding was dangerous trees were to be removed? Please reach out to me this week so we can get this remedied and my fence fixed.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 6, 2017, at 2:00 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Greetings Karen,  
We have received the results and recommendations from A.B.C. Consulting Arborist's assessment of the trees along the southern border of your property. I have attached the findings for your reference.

To summarize, your property is noted as "property C" on the attached report. The arborist has recommended the removal of **5-6 trees** on your property for reasons that are further explained in the document. Please review these recommendations.

If you wish to proceed with removal of the noted trees, please confirm via email on or before **October 13th**. After that date, CKSD will organize a logger to remove the trees in the subsequent weeks at the School District's expense. Please note that this offer pertains to the above-ground portion of trees only. Stumps will remain in the ground. Please also note that this tree removal work will conclude the District's courtesy regarding this matter; future tree assessment or removal, if desired, will be the responsibility of the property owner.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office

Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA  
98383

[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)

360-662-1705 direct

206-960-2417 mobile

<North Property Line Offsite Tree Assessment.pdf>

## Portier Cheryl - ADMIN

---

**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Thursday, October 12, 2017 2:37 PM  
**To:** Thiel Sydney - Capital Projects  
**Subject:** Re: Tree Assessment

I want CKSD to proceed with the removal of the trees on my property at the expense of CKSD. In addition I want other trees removed as well.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 9, 2017, at 8:44 AM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Karen,  
I just left a voice message for you. I will come up to take a look at the damage later this morning. If you have time to discuss options regarding the arborist's assessment (per Friday's email) it would be good to do so at that time as well.

Thank you,  
Sydney

### **Sydney Thiel**

Project Manager | Capital Projects Office  
Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383  
[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)  
360-662-1705 direct  
206-960-2417 mobile

---

**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**Subject:** Re: Tree Assessment

Sydney - I left you a vm on Friday. A tree from the CK campus fell on my fence and yard on Friday during the wind storm. My understanding was dangerous trees were to be removed? Please reach out to me this week so we can get this remedied and my fence fixed.

Thank you  
Karen Soule

Sent from my iPhone

On Oct 6, 2017, at 2:00 PM, Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)> wrote:

Greetings Karen,



We have received the results and recommendations from A.B.C. Consulting Arborist's assessment of the trees along the southern border of your property. I have attached the findings for your reference.

To summarize, your property is noted as "property C" on the attached report. The arborist has recommended the removal of **5-6 trees** on your property for reasons that are further explained in the document. Please review these recommendations.

If you wish to proceed with removal of the noted trees, please confirm via email on or before **October 13th**. After that date, CKSD will organize a logger to remove the trees in the subsequent weeks at the School District's expense. Please note that this offer pertains to the above-ground portion of trees only. Stumps will remain in the ground. Please also note that this tree removal work will conclude the District's courtesy regarding this matter; future tree assessment or removal, if desired, will be the responsibility of the property owner.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Sydney

**Sydney Thiel**

Project Manager | Capital Projects Office

Central Kitsap School District | 9210 Silverdale Way NW, Silverdale, WA 98383

[sydneyt@ckschools.org](mailto:sydneyt@ckschools.org)

360-662-1705 direct

206-960-2417 mobile

<North Property Line Offsite Tree Assessment.pdf>