

## Portier Cheryl - ADMIN

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**From:** Karen Soule <soulekaren@yahoo.com>  
**Sent:** Monday, October 9, 2017 8:33 AM  
**To:** Thiel Sydney - Capital Projects  
**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

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**From:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Sent:** Thursday, November 2, 2017 4:33 PM  
**To:** Ronald Templeton  
**Subject:** Re: Soule

Good update.

Thanks

Doug Newell  
Executive Director, Business and Operations  
Central Kitsap School District  
mobile. 360.731.7678  
doug@ckschools.org

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**From:** Ronald Templeton <ron@thwpllc.com>  
**Sent:** Nov 2, 2017 4:23 PM  
**To:** Newell Doug - ADMIN  
**Subject:** Soule

I am attaching a revised letter to Ms. Soule for your consideration.

Ronald C. Templeton

Templeton Horton Weibel PLLC  
3212 NW Byron Street #104  
Silverdale, WA 98383  
360-692-6415

## Portier Cheryl - ADMIN

---

**From:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Sent:** Thursday, November 2, 2017 1:31 PM  
**To:** Thiel Sydney - Capital Projects  
**Subject:** FW: CKSD Offer to Remove Trees  
**Attachments:** Neighbor Agreement for Tree Removal REV1\_171025.pdf; CKSD - Letter - Tree Removal.pdf

For your awareness.

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**From:** Newell Doug - ADMIN  
**Sent:** Thursday, November 2, 2017 1:24 PM  
**To:** 'Karen Soule' <soulekaren@yahoo.com>  
**Cc:** Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>; 'Ronald Templeton' <ron@thwpllc.com>  
**Subject:** CKSD Offer to Remove Trees

Ms. Soule,

We will not remove trees on your property without a signed agreement.

Attached is a letter re-stating that in order for us to proceed we require a signed agreement. Also attached is the agreement.

If you would like proceed please return the agreement, signed without conditions related to removing additional trees, by close of business on Friday, November 3, 2017.

Unfortunately based on schedules we will not be able to make this offer again at a later date.

**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) |

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**From:** Karen Soule [mailto:soulekaren@yahoo.com]  
**Sent:** Wednesday, November 1, 2017 8:36 PM  
**To:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Cc:** Thiel Sydney - Capital Projects <SydneyT@ckschools.org>; Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>  
**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) |

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**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.

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

– Board of Directors –

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## 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.
- 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): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

Central Kitsap School District

\_\_\_\_\_  
Robin Shoemaker, Director of Capital Projects

\_\_\_\_\_  
Date

## Portier Cheryl - ADMIN

---

**From:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Sent:** Wednesday, November 1, 2017 3:13 PM  
**To:** 'Ronald Templeton'  
**Cc:** Shoemaker Robin - Capital Projects; Thiel Sydney - Capital Projects  
**Subject:** FW: Tree Assessment  
**Attachments:** signedagreement.pdf

Ron,

Continuing our earlier conversation.

Can you please give me a call?

Doug

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**From:** Karen Soule [mailto:soulekaren@yahoo.com]  
**Sent:** Wednesday, November 1, 2017 2:45 PM  
**To:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Cc:** Thiel Sydney - Capital Projects <SydneyT@ckschools.org>; Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>  
**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) |

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---

**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**  
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---

**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) |

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## 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

Date

Printed Name

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:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Sent:** Wednesday, November 1, 2017 11:31 AM  
**To:** 'Karen Soule'  
**Cc:** Thiel Sydney - Capital Projects; Shoemaker Robin - Capital Projects  
**Subject:** RE: Tree Assessment

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) |

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

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**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

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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**

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Mobile: (360) 731-7678 | Fax: (360) 662-1651 | Email: [dougn@ckschools.org](mailto:dougn@ckschools.org) |

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**Subject:** RE: Tree Assessment

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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.

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**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.

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

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---

**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.

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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

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**From:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>  
**To:** Karen Soule <[soulekaren@yahoo.com](mailto:soulekaren@yahoo.com)>  
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Karen,

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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

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

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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  
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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  
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**To:** Thiel Sydney - Capital Projects  
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**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  
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9210 Silverdale Way NW,  
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<North Property Line Offsite Tree  
Assessment.pdf>

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

## Portier Cheryl - ADMIN

---

**From:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Sent:** Friday, October 27, 2017 11:46 AM  
**To:** 'soulekaren@yahoo.com'  
**Cc:** Thiel Sydney - Capital Projects  
**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

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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)

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Greetings Karen,  
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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

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

Thank you,  
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## Portier Cheryl - ADMIN

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**From:** Newell Doug - ADMIN <DougN@ckschools.org>  
**Sent:** Friday, October 27, 2017 7:53 AM  
**To:** Thiel Sydney - Capital Projects  
**Subject:** Re: Tree Assessment

OK.

I'll be in the office later this morning.

I'll call her....with you present.

Doug Newell  
Executive Director, Business and Operations  
Central Kitsap School District  
mobile. 360.731.7678  
dougn@ckschools.org

---

**From:** Thiel Sydney - Capital Projects  
**Sent:** Oct 26, 2017 9:19 PM  
**To:** Newell Doug - ADMIN  
**Subject:** RE: Tree Assessment

Doug,  
As predicted, Karen responded with her same position.  
My draft response is below for your review.

Karen,  
I have reviewed both of the referenced letters and find no mention of CKSD offering to remove additional trees on private property. The trees that CKSD has offered to remove at its expense are those that have been identified in the arborist's report as a risk to adjacent homes and property.

The additional trees that you have requested to have removed are not identified as a risk. As a result, their removal does not qualify as an acceptable use of public funds, which is the reason that we cannot agree to remove them. I apologize if that was unclear.

At our August 11<sup>th</sup> meeting you requested that CKSD remove the dead madrone near the south east corner of your property. Since that time, CKSD has offered to remove that tree and 5 other trees that were subsequently identified as a risk. CKSD is committed to honoring our offer to remove these 6 trees should you choose to accept the Agreement.

Please let me know how you would like to proceed by Monday morning 10/30 so that arrangements can be made with the logger.

**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)

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**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

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**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

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**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

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**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

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**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

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**From:** Ronald Templeton <ron@thwpllc.com>  
**Sent:** Thursday, November 2, 2017 4:23 PM  
**To:** Newell Doug - ADMIN  
**Subject:** Soule  
**Attachments:** 2017.11.2 Ltr Newell to Soule.docx

I am attaching a revised letter to Ms. Soule for your consideration.

Ronald C. Templeton

Templeton Horton Weibel PLLC  
3212 NW Byron Street #104  
Silverdale, WA 98383  
360-692-6415

November 2, 2017

Ms. Soule:

As you know, the Central Kitsap School District is developing the land adjoining your property. Following removal of trees on the School District's property, we became concerned that our tree removal activity could have exposed some of the trees on your property to weather and southerly winds.

Because of these concerns, the School District employed an arborist to assess your trees. The arborist opined that six trees on your property were potentially susceptible to weather and/or southerly winds. As a result, the District offered to remove these six trees at the School District's expense. We also stated in our offer that the removal of any additional trees would be at your expense. This is because State law precludes us from expending any sums that benefit your property beyond damage or potential damage our activities may have caused.

Accordingly, in order for the School District to proceed with removal of the six specific trees, we asked you to sign the agreement we provided you. Without your signature to the agreement, we are not willing to remove any trees on your property.

Our logger is scheduled to be on site on November \_\_\_\_, 2017. If you are willing to accept our offer, 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 to remove any trees on your property. We will, however, repair the damage to the fence on your property that was caused by the District's logging activities.

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

## Portier Cheryl - ADMIN

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**From:** Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>  
**Sent:** Friday, November 3, 2017 4:10 PM  
**To:** Thiel Sydney - Capital Projects  
**Subject:** FW: CKSD Offer to Remove Trees  
**Attachments:** Neighbor Agreement for Tree Removal REV1\_171025.pdf; CKSD - Letter - Tree Removal.pdf

Sydney – as discussed/FYI.

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

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**From:** Newell Doug - ADMIN  
**Sent:** Thursday, November 2, 2017 1:24 PM  
**To:** 'Karen Soule' <soulekaren@yahoo.com>  
**Cc:** Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>; 'Ronald Templeton' <ron@thwpllc.com>  
**Subject:** CKSD Offer to Remove Trees

Ms. Soule,

We will not remove trees on your property without a signed agreement.

Attached is a letter re-stating that in order for us to proceed we require a signed agreement. Also attached is the agreement.

If you would like proceed please return the agreement, signed without conditions related to removing additional trees, by close of business on Friday, November 3, 2017.

Unfortunately based on schedules we will not be able to make this offer again at a later date.

**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](#).*

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**From:** Karen Soule [<mailto:soulekaren@yahoo.com>]  
**Sent:** Wednesday, November 1, 2017 8:36 PM  
**To:** Newell Doug - ADMIN <[DougN@ckschools.org](mailto:DougN@ckschools.org)>  
**Cc:** Thiel Sydney - Capital Projects <[SydneyT@ckschools.org](mailto:SydneyT@ckschools.org)>; Shoemaker Robin - Capital Projects



<[RobinSh@ckschools.org](mailto:RobinSh@ckschools.org)>

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) |

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– 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 the typed name.

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

– Board of Directors –

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



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9210 SILVERDALE WAY NW  
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## 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.
- 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): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

Central Kitsap School District

\_\_\_\_\_  
Robin Shoemaker, Director of Capital Projects

\_\_\_\_\_  
Date

## Portier Cheryl - ADMIN

---

**From:** Shoemaker Robin - Capital Projects <RobinSh@ckschools.org>  
**Sent:** Friday, November 3, 2017 4:10 PM  
**To:** Karen Soule  
**Cc:** Thiel Sydney - Capital Projects  
**Subject:** Tree Removal  
**Attachments:** 20171103151419513.pdf

Good afternoon, Karen – wanting to acknowledge receipt of the signed agreement for tree removal. Attached is a fully signed agreement for your records. Thank you for signing this as requested and getting it in today so that we can proceed to have the services performed in your yard, in kind to your other neighbors. Both Sydney and I wanted to make sure these services got done for you before the weather turns worse and the ground would be unapproachable.

Oien Construction is scheduled to be there to perform services on all neighbor properties on Monday, November 6.

I know that you had wanted to have some wood set aside for your use, and yet no ID#s were identified in the agreement to confirm which trees you would like to have wood left behind from. I am hoping that you might be home on Monday to advise Oien of which tree trunks and/or limbs you might like to have left behind. We want to honor your earlier general request to have some wood left behind.

As the work progresses on Monday, please let us know of any concerns that may arise and as a reminder, please remember to mark out your septic field this weekend so any inadvertent damage can be avoided.

Thank you.

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

– Board of Directors –

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



Fax: 360-662-1611

Fax: 360-662-1636

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## 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.
- 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

KS

Date

11/3/2017

Printed Name

KAREN SOULE

Central Kitsap School District

Robin Shoemaker

Robin Shoemaker, Director of Capital Projects

Date

11/3/17

\* Received by Amanda Leidy on 11/3/17 @ 2:26pm. \*

Amanda M Leidy