



Email (preferred) or Mail to:
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 Green Kirkland Partnership
 123 5th Avenue
 Kirkland, WA 98033

EVENT/ONGOING WORK LOG

Event Ongoing Activities

Park Name		Date/s:	
Lead Name		Phone/Email	

Event lead		
<input type="checkbox"/> Green Kirkland Steward	<input type="checkbox"/> City Staff	<input type="checkbox"/> Contractors

VOLUNTEER HOURS:

Please remember to drop off or mail originals of your **volunteer sign-in sheets** to Parks Maintenance and Operations or Kirkland City Hall. **Ongoing Hours can be logged below.**

Ongoing Volunteer Names or Contractor Role	# Contractor Staff	Total Hours Worked (#Staff*Hours)

WORK LOG KEY – SEE LAST PAGE FOR DESCRIPTIONS OF EACH ITEM

FIRST MANAGEMENT UNIT:

Invasive Removal <input type="checkbox"/>	Planting <input type="checkbox"/>	Mulching <input type="checkbox"/>	Watering <input type="checkbox"/>
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First Time Invasive Removal: Work Area (ft²)

Invasive shrubs & ground covers:

Enter % cover of **invasive species removed** from this work area:

Species	%	Species	%	Species	%
Himalayan blackberry		Yellow archangel		Scot's broom	
English/Atlantic ivy		Bohemian/Japanese knotweed		Creeping buttercup	
Bindweed/Morning glory		Herb Robert/Stinky Bob		Reed canary grass	
Other:					

Woody invasive plants:

Enter # stems removed:

Species	#	Species	#	Species	#
English holly		Portugal laurel		Sweet/bird cherry	
Cherry (English) laurel		English hawthorn		Other: Click here to enter text.	

Ivy survival rings: # of trees from which **invasive ivy** was removed:

Maintenance weeding Work Area (ft²):

Invasive shrubs & ground covers:

Enter % cover of **invasive species removed** from this work area:

Species	%	Species	%	Species	%
Himalayan blackberry		Yellow archangel		Scot's broom	
English/Atlantic ivy		Bohemian/Japanese knotweed		Creeping buttercup	
Bindweed/Morning glory		Herb Robert/Stinky Bob		Reed canary grass	
Other:					

Woody invasive plants:

Enter # of stems of removed:

Species	#	Species	#	Species	#
English holly		Portugal laurel		Sweet/ bird cherry	
Cherry (English) laurel		English hawthorn		Other:	

Ivy survival rings: # of trees from which **invasive ivy** was removed:

SECOND MANAGEMENT UNIT:

Invasive Removal Planting Mulching Watering

First Time Invasive Removal: Work Area (ft²):

Invasive shrubs & ground covers:

Enter % cover of **invasive species removed** from this work area

Species	%	Species	%	Species	%
Himalayan blackberry		Yellow archangel		Scot's broom	
English/Atlantic ivy		Bohemian/Japanese knotweed		Creeping buttercup	
Bindweed/Morning glory		Herb Robert/Stinky Bob		Reed canary grass	
Other:					

Woody invasive plants:

Enter # stems removed:

Species	#	Species	#	Species	#
English holly		Portugal laurel		Sweet/bird cherry	
Cherry (English) laurel		English hawthorn		Other: Click here to enter text.	

Ivy survival rings: # of trees from which **invasive ivy** was removed:

Maintenance weeding Work Area (ft²):

Invasive shrubs & ground covers:

Enter % cover of **invasive species removed** from this work area

Species	%	Species	%	Species	%
Himalayan blackberry		Yellow archangel		Scot's broom	
English/Atlantic ivy		Bohemian/Japanese knotweed		Creeping buttercup	
Bindweed/Morning glory		Herb Robert/Stinky Bob		Reed canary grass	
Other:					

Woody invasive plants:

Enter # of stems of removed

Species	#	Species	#	Species	#
English holly		Portugal laurel		Sweet/ bird cherry	
Cherry (English) laurel		English hawthorn		Other:	

Ivy survival rings: # of trees from which **invasive ivy** was removed:

THIRD MANAGEMENT UNIT:

Invasive Removal <input type="checkbox"/>	Planting <input type="checkbox"/>	Mulching <input type="checkbox"/>	Watering <input type="checkbox"/>
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First Time Invasive Removal: Work Area (ft²):

Invasive shrubs & ground covers:

Enter % cover of **invasive species removed** from this work area

Species	%	Species	%	Species	%
Himalayan blackberry		Yellow archangel		Scot's broom	
English/Atlantic ivy		Bohemian/Japanese knotweed		Creeping buttercup	
Bindweed/Morning glory		Herb Robert/Stinky Bob		Reed canary grass	
Other: Click here to enter text.					

Woody invasive plants:

Enter # stems removed:

Species	#	Species	#	Species	#
English holly		Portugal laurel		Sweet/bird cherry	
Cherry (English) laurel		English hawthorn		Other: Click here to enter text.	

Ivy survival rings: # of trees from which **invasive ivy** was removed:

Maintenance weeding Work Area (ft²):

Invasive shrubs & ground covers:

Enter % cover of **invasive species removed** from this work area

Species	%	Species	%	Species	%
Himalayan blackberry		Yellow archangel		Scot's broom	
English/Atlantic ivy		Bohemian/Japanese knotweed		Creeping buttercup	
Bindweed/Morning glory		Herb Robert/Stinky Bob		Reed canary grass	
Other:					

Woody invasive plants:

Enter # of stems of removed

Species	#	Species	#	Species	#
English holly		Portugal laurel		Sweet/ bird cherry	
Cherry (English) laurel		English hawthorn		Other:	

Ivy survival rings: # of trees from which **invasive ivy** was removed:

PLANTING (by park only; not by management unit except for contractors) *

***Can attach GKP Delivery List or Nursery invoice instead (note any discrepancies) ***

Container plants, bareroot stock, & live stakes; if seeds indicate # ounces or packets used			
Species	#	Species	#

Photo documentation of project: Before During After Group

Other activities (ex. Woody debris placement, Exclusion Fencing)?

What follow-up is necessary?

Other comments?

WORK LOG KEY

Management Unit # and First Time Removal vs. Maintenance

Restoration management unit numbers and boundaries are labeled on the park restoration maps provided by GKP. Active Restoration areas are updated once per year. Maps can be found on the website under: 'Resources'.

First time Invasive Removal: Work completed in areas mapped as Future Restoration (Yellow on map).

Maintenance Weeding: Work completed in areas enrolled in Active Restoration (Purple) are considered maintenance, regardless of the level of effort required to maintain.

Work Area

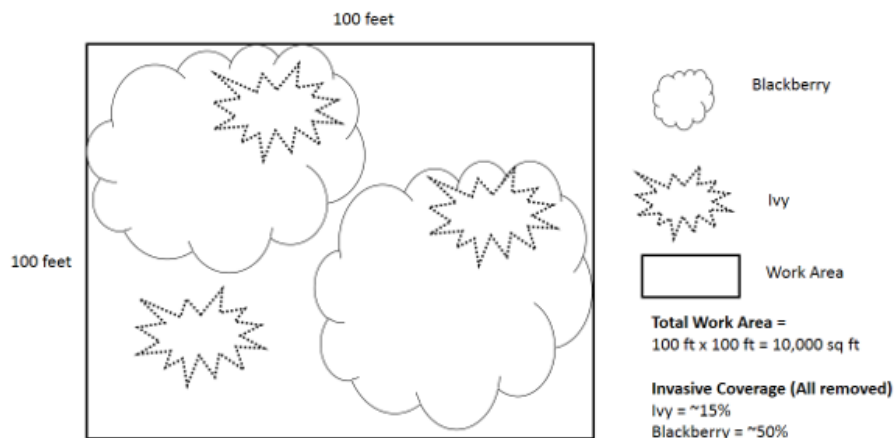
Work area is measured in square feet and will reflect the space on the landscape where your activities took place, typically smaller than the management unit and is defined by the steward/contractor.

- **For dense, first time removal:** Measure a rough square around the area of removal and calculate the work area.
- **For maintenance or patchy first-time removal:** measure the entire area that was 'swept' or walked during the event. This may include significant areas of bare ground or native plants.

Invasive Coverage Removed

- **For shrubs and groundcovers:** Within the area that you worked, estimate the **absolute cover** of each invasive species that you **removed**.
- **Absolute cover:** The proportion of an observed area that is underneath (covered by) the canopy (leaves/stems) of an individual plant species. Cover of an individual species never exceeds 100% but total species coverage can easily exceed 100% (ex: species overlapping each other).
- **Typical values:** For maintenance weeding you'll likely have between **1 – 25% coverage per species** and **80-90% per species** for dense, first time removal.
- **For Woody Trees:** Record the # of stems pulled in the work area for that event.

Example: Invasive Removal (all removed)



Note: Invasive coverage does not equal 100% and that is ok. The blank space is likely taken up by bare ground or native plants. It would be incorrect to report: Ivy = 25% and blackberry = 75%