



February 2, 2004

**TO: Arboretum Foundation Board of Directors  
Seattle City Council  
University of Washington Board of Regents**

The President of the Arboretum Foundation, the Superintendent of the City of Seattle Department of Parks and Recreation, and the Dean of the University of Washington College of Forest Resources hereby adopt the Implementation Plan for the Washington Park Arboretum Master Plan as the priorities and procedures to guide us in our collaborative efforts to complete Master Plan projects.

The Master Plan for the Washington Park Arboretum was adopted by the Seattle City Council and University of Washington Board of Regents in May 2001. This Implementation Plan is a joint venture of the Foundation, the Department, and the College. It has been reviewed by the public in a July 2003 open house conducted by the Arboretum and Botanical Garden Committee, and at an October 2003 public hearing conducted by the Seattle Board of Park Commissioners. Both the Board and the Committee have recommended approval of the Implementation Plan. The Plan has been, or will be, presented to the Board of Directors, City Council, and Board of Regents.

The forum for future Master Plan project discussions will be the Arboretum and Botanical Garden Committee. Depending on scope and impacts, separate public involvement efforts will be conducted for individual projects. Up-to-date information concerning the Master Plan and the Committee's meetings, plus any project meetings, may be found at [www.wparboretum.org](http://www.wparboretum.org) under ABGC.

We have appreciated the public's involvement in both the Master Plan and Implementation Plan. We want to continue that involvement as we now move forward with specific improvements. We feel certain that this Implementation Plan will provide clear direction to our respective staff in their day-to-day work with the public and to various groups in raising funds, planning, designing, and constructing the myriad of projects that comprise the Master Plan.

Sincerely,

Handwritten signature of Fred Isaac.

**Fred Isaac, President**  
Arboretum Foundation  
Board of Directors

Handwritten signature of Ken Bounds.

**Ken Bounds, Superintendent**  
Seattle Department of Parks  
and Recreation

Handwritten signature of Bruce Bare.

**Bruce Bare, Dean**  
University of Washington  
College of Forest Resources







## ***Implementation Plan Report Outline***

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## **Introduction**

### **Purpose**

*The purpose of this Implementation Plan is to facilitate the implementation of the Master Plan for the Washington Park Arboretum. The Master Plan was adopted by the University of Washington Board of Regents and the Seattle City Council in May 2001. The Master Plan, titled "Renewing the Washington Park Arboretum", envisions an extensive array of physical improvements that will be implemented over the next twenty years. A copy of the Master Plan is included in the next section of this document.*

*This Implementation Plan packages the improvements described in the Master Plan into a series of projects, and then groups those projects by priority categories. The project descriptions and priorities have been reviewed with the interested public and with Arboretum stakeholders, and will focus future fundraising efforts as well as define a logical progression of development.*

*This Plan clarifies roles and responsibilities for implementation. It also contains recommendations regarding communications, public involvement, historic considerations, enhanced funding for maintenance and operations, project management and support for fundraising. It also identifies Next Steps: the tasks that should be completed within the next year to begin implementing the Master Plan for Washington Park Arboretum.*

### **Process**

*In January of 2003, the University, the City and the Arboretum Foundation signed an agreement establishing the principles for their working together to implement the Arboretum Master Plan. The agreement created a Client Group to oversee the development of an Implementation Plan. The process of developing this Implementation Plan began with a workshop in May of 2003. The workshop occurred over a three day period at the Graham Visitors Center and was attended by sixteen people representing the University, the Seattle Parks Department, the Arboretum Foundation and the community. Staff and volunteer leaders participated. The workshop was organized and facilitated by four consultants involved with development of the Arboretum Master Plan and charged with helping to prepare an implementation plan.*

*The first day of the workshop involved an overview of the Master Plan and discussion of opportunities and challenges. Potential improvement projects were described and criteria for prioritizing them were discussed. Since the Master Plan has been officially approved by both the University and the City, modifications to it were not considered. The focus of the discussions was on how to group the improvements and which projects to move forward with first. By the end of the first day the group had developed some evaluation criteria and a tentative list of project priorities.*

*The consultants spent the second day digesting the results of the first day. They developed outline descriptions of the projects, grouped them by priority categories and mapped the general location of each. On the third day the group reconvened to review the consultant work and modify the conclusions after having had time to reflect on the deliberations of day one. Few modifications were made, and the group confirmed its consensus regarding project priorities.*

*In the weeks following the workshop, the consultants developed more complete project descriptions and began to estimate the construction cost of each project. Preparations began for a public open house to review the results of the workshop. Oversight of the consultants' work, planning for the open house and preparation of an implementation plan were directed on behalf of the Arboretum and Botanical Garden Committee by a committee referred to as the Client Group.*

*In mid-July, invitations to a public Open House were mailed or distributed to 2750 neighbors and community clubs around the Arboretum. The Open House was held on July 31 at the Graham Visitors Center, from 5:30 until 8:00 pm. Five signs announcing the Open House were also displayed at locations around the Arboretum. Notification of the Open House also occurred via the ABGC website and email lists within the University and the Arboretum Foundation. Over sixty people attended the Open House, at which the project descriptions and priorities were presented and displayed. Eight written comments were received in response to the Open House. Each comment was discussed by the Client Group and considered in formulating the recommendations contained in this Plan.*

### **Principles**

*Implementation of the Master Plan for the Washington Park Arboretum will be guided by these principles:*

- *Support for the Mission Statement of Washington Park Arboretum*
- *Faithful execution of the Master Plan, "Renewing the Washington Park Arboretum", adopted by the Board of Regents of the University of Washington and the Seattle City Council in May of 2001*
- *Follow the Implementation Guidelines and Mitigation Measures outlined in the Arboretum Master Plan*
- *Work together in the spirit of a cooperative partnership between the University of Washington, the City of Seattle and the Arboretum Foundation*
- *Utilize a combination of public funding and private contributions*
- *Respectfully consider the interests and points of view of all Arboretum stakeholders*
- *Committed to the involvement of the public in planning and design*
- *Anticipate and expect change – the Arboretum consists of a dynamic plant community that is always changing and evolving*
- *Respect the historic elements of the site*
- *Place emphasis on upgrading the maintenance of existing collections*
- *Practice environmental stewardship*
- *Utilize a "Green" approach to design and construction*
- *Recognize the importance of creating and maintaining the infrastructure necessary to support the Arboretum*