

Arboretum and Botanical Garden Committee (ABGC)
www.wparboretum.org, select ABGC

Joint effort of Arboretum Foundation (AF), City of Seattle Department of Parks and Recreation (Parks), and the University of Washington (UW)

Minutes – August 13, 2003

Members: **Arboretum Foundation**
 ➤ Deb Andrews, Arboretum Foundation Executive Director
 ➤ Fred Isaac, Arboretum Foundation President
 City of Seattle
 ➤ Margaret Ceis
 ➤ Fritz Hedges, Parks and Recreation Department Policy Director
 University of Washington
 ➤ Tom Hinckley, University of Washington Professor
 ➤ John Wott, Arboretum Director

Excused: John Behnke, Washington State Representative
 Sandra Lier, University of Washington Representative
 Sarah Neilson, City of Seattle Representative

Permanent
Guests: Cara Mathison for Tom Mentele, Director of Development, UW College of Forest Resources

Others: Michael Shiosaki, Parks Department Pro Parks Manager
 Susan Black

Staff: Sandy Brooks, Coordinator

Acting Chair Fritz Hedges called the meeting to order at 8:40 a.m.

Approval of agenda and minutes

It was moved and seconded to approve the August 13 agenda and the July 9 minutes as presented. The vote was taken and the motion passed unanimously.

Retreat Planning

Fritz reported that a strategic planning retreat for the ABGC is being planned for October. A date will be selected that allows for both Ken Bounds, Superintendent of Parks and Recreation, and Bruce Bare, University of Washington Dean of the College of Forest Resources, to attend.

Action: Retreat planning will be a September 3 agenda item.

Implementation Plan Update

Tom reported that Jerry Ernst and Dennis Meyer did a great job organizing the July 31 Arboretum Master Plan Open House.

He also distributed a progress report from the Client Group (Deb Andrews, Fritz Hedges, Tom Hinckley, Michael Shiosaki, and John Wott). The report included specific steps the Client Group has been working on, including (1) a recap of the July 31 Open House to present the Arboretum Master Plan; and (2) a Client Group meeting held on August 12 to discuss the outcome of the open house, presentation of information to ABGC members, and the next steps for the group.

The report also included information for ABGC members: (1) a search for additional opportunities for input, likely in conjunction with a presentation and public hearing with the Board of Park Commissioners; (2) roles of the Client Group and the ABGC in the Master Plan Implementation; (3) the final draft of the historic Study, which will be completed shortly; (4) how the Client Group will take the Implementation Plan to the next level; and (5) communication.

Tom discussed the role of the Client Group, which is:

- defines the nature and scope of the project
- recommends the project public involvement
- defines the Project Advisory Group (staff and expert review)
- reports to the ABGC
- the ABGC makes the final decision

Fred said this will require an amendment to the Working Together Agreement, signed by Ken Bounds, Bruce Bare, and himself. Fritz said that at the October retreat it will be suggested that Fred, Bruce, and Ken delegate some final decision-making authority to the ABGC.

When the Historic Study is completed, Tom stated the Client Group will discuss how to approach historic designations. Fred asked if the Project Advisory Group (PAG) has an advisory role in this. Fritz answered that the two alternatives are for the Arboretum Master Plan to be implemented as a package or on a project-by-project basis. If the Master Plan is implemented as a package, PAG will not be asked for advice; if the Master Plan is implemented on a project-by-project basis, PAG's advice will be asked for.

The draft Implementation Plan is due in October. Fred asked when the first project will begin and Fritz answered that the next steps include defining the Pro Parks project scope, a marketing plan, and an interpretative plan. Margaret asked where the funds are that will pay for the projects. Michael answered that there is funding in the Pro Parks Levy, that will hopefully help leverage donated money. Deb said the Arboretum Foundation has a couple of substantial donors waiting in the wings. Their donations will dovetail nicely with the Pro Parks funding. Deb described the Foundation's funding campaign.

Actions:

- The next steps for the Client Group are to review the draft implementation plan and to hold a broader discussion of the Historic Study. Jerry Ernst will be invited to the September 3 meeting to give a presentation on the Draft Implementation Plan.
- Jerry Ernst will assemble information from the August 12 discussion and forward it to the Client Group.
- Fritz will ask the Board of Park Commissioners to hold a public hearing on October 23. (Note: When the Board holds a public hearing, it discusses the proposed project and usually makes a recommendation to the Superintendent of Parks and Recreation, who may or may not follow the Board's recommendation. Margaret, who formerly chaired the Board of Park Commissioners, said that the Board may also decide not to make a recommendation, but rather set criteria.)

New/Old Business:

- John W gave an update on the Duck Bay project. He and Colleen Browne, Parks Department project manager, met with the consultants 10 days ago. The Army Corp of Engineers did not approve the

planting plan, so additional information must be added. As this has stalled the needed permits, it will be next summer before anything substantial happens on this project.

- The bylaws update was re-scheduled for the September 3 meeting. Fritz said a City of Seattle attorney is currently reviewing the bylaws. He asked the ABGC to vote on using the draft bylaws until a final version can be adopted. The vote was in favor.
- Fritz reviewed the Goals and Objectives and several items were updated. Members will receive the latest version with the September 3 agenda.
- Arboretum events scheduling: this discussion is not yet complete.
- Deb reported that the recent Arbor Vitae fundraising event worked really well and was a good cooperative effort between the UW, City of Seattle, and Arboretum Foundation volunteers and staff. The attendance for this event was 243, resulting in excess of \$40,000 net.
- Center for Urban Horticulture Director: The selected candidate rejected the offer and efforts continue to fill this position.
- Japanese Garden Society Update: Sandra and Fritz sent a letter to the Society inviting them to send a non-voting representative to the ABGC meetings. A response has not yet been received. Fritz will follow up.
- ABGC Website Update: Tom H continues to monitor correspondence received via the website.

The next meeting is scheduled for September 3.

There being no other business, the meeting adjourned at approximately 9:30 a.m.

APPROVED _____ DA _____ DATE 9-4-03 _____

Deborah Andrews, ABGC Secretary