

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

Minutes – November 5, 2003

Members:

Arboretum Foundation

- Fred Isaac, President, Arboretum Foundation
- Deb Andrews, Arboretum Foundation Executive Director

City of Seattle

- Fritz Hedges, Parks and Recreation Department Policy Director
- Sarah Neilson, Board of Park Commissioner

University of Washington

- Tom Hinckley, University of Washington Professor
- Sandra Lier, University of Washington

John Wott, Arboretum Director

State of Washington

- John Behnke, Washington State Representative

Absent:

Margaret Ceis, City of Seattle

Guests:

Susan Black

Ashley Clark, Arboretum Foundation Director of Development

Neal Lessinger

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

Jerry Ernst

Michael Shiosaki, Parks Department Pro Parks Manager

Iain Robertson, President, Japanese Garden Society

Staff:

Sandy Brooks, Coordinator

Sandra called the meeting to order at 8:33 a.m.

Approval of agenda and minutes

Tom moved, and Fred seconded, approval of the November 5 agenda and October 8 minutes. The vote was taken and the motion passed unanimously.

Arboretum Master Plan Implementation

Michael gave an update on the October 23 briefing and public hearing held before the Board of Park Commissioners.

Three people gave very favorable testimony. The presentation went well and the Board gave its unanimous approval.

John W, Sandra, and Jerry gave a five-minute presentation to the University of Washington Regents.

Tom H moved that the Arboretum and Botanic Garden Committee (ABGC) accept the draft implementation plan, given both the Board of Park Commissioners' and the Regents' approval. John B seconded. The vote was taken and the motion passed unanimously.

Tom said the Client Group now has two representatives from each of the three entities that make up the ABGC:

Arboretum Foundation — Deb Andrews and Ashley Clark or another representative; City of Seattle Parks Department —

Fritz Hedges and Michael Shiosaki; and the University of Washington College of Forest Resources — Tom Hinckley and John Wott. The Client Group has completed its original charge and now needs to evolve into a Master Plan Implementation Group. Ken Bounds, Bruce Bare, and Fred Isaac must approve this change.

Jerry said there are several notebooks on the Implementation Plan available to the public: two at the Arboretum, one at Parks Department Headquarters at 100 Dexter Avenue North, and one at the Center for Urban Horticulture. These notebooks need to be finalized when the Implementation Plan is approved.

Fritz said that the cover letter for the Implementation Plan will be drafted and needs to be signed by Fred, Ken, and Bruce signifying that the plan is completed and ready to go. A next step is to brief City Council.

UW Management of the Plant Collection

The scheduled speaker, Jan Arntz, did not attend the meeting. Sandra had sent all ABGC members a two-page description from Jan describing the University's management of the plant collection. (Copy attached.) The statement has gone through the Washington State Attorney General's office and is the procedure now used by the University.

David Goldberg, as part of the Historical Study, had requested clarification on whether the historical plant collection is handled differently from other historical elements. Sandra confirmed this. The two-page description will be attached to the final Historical Study.

December 4 Retreat Planning/Goals and Objectives

Sandra has mailed a "save the date" card for the December 4 retreat; Jerry will facilitate; Fred, Bruce, and Ken will attend; Sandra and Sandy to provide food/refreshments. The retreat is to be held in the Officer Club, South Lake Union Facility, 860 Terry Avenue N. There will be no regular December meeting.

Fred believes the retreat is a good opportunity to examine the value of the Goals and Objectives. Look at what was accomplished, what wasn't and why it wasn't, and future goals. Both Fritz and Sandra agreed with this.

He believes the ABGC is much more focused now – it has gone from being a "hearing the status" group to an "action" group.

Fritz said the Client Group met Monday and discussed the retreat. It is important to keep in mind that this is the ABGC's — not the Master Plan Implementation group's — retreat. The ABGC's main focus is the maintenance and operations of the Arboretum. However, some elements of the Master Plan should be discussed. He distributed a handout with the following recommended master plan implementation discussion topics for the retreat:

Project Review and Approval:

Discuss the role of the ABGC in the review and approval of Master Plan projects. Possible roles include reviewing and approving the following recommendations from the Master Plan Implementation Group:

- Project design program, scope, and budget
- Membership of project review team
- Public involvement plan
- Future maintenance plan
- Schematic design

Historic Elements and Landmark Designations:

Discuss the pros and cons of two-three options for addressing the need to respect the history of the site, including existing elements of the Arboretum considered eligible for landmark status.

Enhanced Maintenance for Completed Projects:

Discuss how the three major partners could work together to ensure sustainable enhanced maintenance levels for newly-completed projects and how such consideration could be part of the project planning and design process.

Fritz said that Sandy Cohen in the Law Department determined that Ken Bounds and Bruce Bare cannot delegate their authority to the ABGC as a group. However, they can delegate authority to one of their employees, possibly Fritz for Ken, and Tom/John W for Bruce. Fred would continue representing himself.

Sandra said the ABGC held a retreat last year, with 20-25 people in attendance. Four goals came out of the retreat, including steps and assignments to complete each goal. At the December 4 retreat, members should examine the goals that weren't accomplished and drop from the list any tasks that will not be done. The ABGC should devise a formal way to clear off the goals that are not going to be accomplished.

Jerry asked the group to focus on what it wants to get out of the retreat. A possible format:

- (1) review last year's retreat
- (2) review accomplishments
- (3) update on Implementation Plan while Ken, Bruce, and Fred are together
- (4) update on Pro Parks and Wayfinding
- (5) review the Client Groups' list of recommended discussion topics
- (6) brainstorm

Susan asked that the most current version of the Goals and Objectives be circulated. Fritz and Sandra said a packet would be sent out two weeks before the retreat (November 20), including the Goals and Objectives. Fred suggested that all attendees be made familiar with the document (some attendees do not usually attend ABGC meetings.)

520 Bridge Status – ABGC representation

Sandra said that the possible construction at the 520 Bridge may affect the Implementation Plan. Tom said that 520 puts the projects scheduled for the north end of the Arboretum in limbo. The State and City will be invited to the January ABGC to present their position on 520. The State's website on projects is: www.wsdot.wa.gov/projects/translake/calendar.htm. Susan said that Doyle Douglas of the Arboretum Foundation's Master Plan Committee is currently attending all the 520 WSDOT meetings.

Japanese Garden Update

Iain Roberson, President of the Japanese Garden Society, gave an update on the Japanese Garden and the Japanese Garden Society. He appreciates the high priority ranking the Garden received in the Arboretum's Master Plan Implementation. He asked the ABGC to consider the contribution of the hillsides and associated vegetation around the Arboretum to the Arboretum design and experience where contemplating changes to the vegetation. In 2004, the Japanese Garden Society will hold an international event in Seattle and may request to use the Garden. In 2009-2010, the 50th anniversary of the Garden will be celebrated. People travel from Japan to study the Garden and it will be a nice improvement to have restrooms and running water for these events. (The Garden currently has portable toilets.)

Iain discussed future needs of the Garden, the Japanese Garden Society's role, and said that it appears the Society will cease to exist next year. The Puget Sound Japanese Garden Society (representing all the Japanese Gardens in our area) has emerged as a strong organization and the Society has slowly been losing volunteers.

New/Old Business:

- **Center for Urban Horticulture Director Hiring Update:** Fred said the search committee met last week and will meet again on November 17. They critiqued what went well, and what didn't go well, during the first search. A headhunter won't be used in this second round. The previous job description required a PhD; this time it is listed as "preferable". It will be difficult to have a new director on Board by next summer. There was a lengthy discussion on the difficulties of working for multiple agencies.
- **Update on operating procedures:** Fritz met with Sandy Cohen of the City's Law Department. She had a couple of suggestions and comments: (1) separate the "givens" as "Whereas"; (2) is the ABGC subject to State Open Meeting acts? If so, invite the public to the retreat. The agenda, which is posted on the website, shows the location and complies with the Act; (3) eliminate special meeting language; and (4) she had a question on the quorum. Fritz will facilitate a discussion between Neal and Sandy Cohen to finalize the procedures, and then the ABGC will approve.

There being no other business, the meeting adjourned at approximately 9:57 a.m.

APPROVED _____ DATE _____

Deborah Andrews, ABGC Secretary

Attachment to November 5, 2003 ABGC minutes

July 17, 2003

Revised 10/17/03

Washington Park Arboretum – Management of the Plant Collection by the University of Washington

Authority - The University of Washington Board of Regents controls all University property and is the steward of the University of Washington campuses and outstations. With respect to the Washington Park Arboretum it is managed cooperatively by the Seattle Department of Parks and Recreation and the University of Washington. The Arboretum Foundation is the Arboretum's major support organization. The City of Seattle owns the Arboretum's buildings and most but not all of the land. The Seattle Department of Parks and Recreation maintains the park functions and the University of Washington maintains and manages the plant collections at the Washington Park Arboretum. The University of Washington manages the Arboretum and its plant collections in association with the University's Center for Urban Horticulture. The Regents recognize the value of the Washington Park Arboretum and the plant collection to the University, the City of Seattle, its residents, the region, the State of Washington and future generations. The Regents are aware of the importance and value of the Washington Park Arboretum and that it is an important cultural landscape.

Mission - Within the physical space of the Washington Park Arboretum, the plant collection is a critical element of the University's educational and research mission. The Arboretum is an educational laboratory which must be maintained, expanded, and updated as needed to meet its mission. Arboretum related research and innovation must also occur. Specimens are constantly added to the collection for teaching and research purposes.

Management of the Plant Collections - The University utilizes five approaches to the maintenance and management of the collections and supporting environment. They include preservation, rehabilitation, restoration, reconstruction and the establishment of new collections. The landscape's existing condition, its educational and research value, and its ability to convey historic significance are considered. Curatorship of arboretums has changed significantly and will continue to change over the years. Examples of these changes include irrigation techniques and disease control.

Assessment and Analysis – The University's maintenance and management practices and decisions are based on a broad analysis and assessment of the Arboretum. The University carefully considers the landscape's existing condition, its educational, research and outreach value, and its value as a historic resource. Changes to the context and content of the plant collection are analyzed and documented on an ongoing basis. Analysis includes such elements as compliance with the goals of the master plan, and the health and historical value of the plants in the collection. The University uses the analysis to determine the appropriate action such as in-kind replacement of declining vegetation, reproduction, propagation, etc. An inventory and documentation of existing conditions; site analysis and evaluation of integrity and significance, development of a preservation approach and treatment plan, development of a management philosophy and plan as a strategy for ongoing maintenance and preparation of a record of treatment are developed for each major change. Documentation consists of a memorandum that may include photographs and sketches. Documentation will be kept on file for public review at the Arboretum offices.

Preservation, Rehabilitation, Restoration and Reconstruction - An effective maintenance philosophy and plan has always been critical to the well-being of the plant collection. The University shall continue to develop and manage the plant maintenance plan. The Plan will be reviewed with the Seattle Department of Parks and Recreation. The University will review the plan with the Provost, the Dean of the College of Forest Resources, the Director of the Center of Urban Horticulture and the Campus Landscape Advisory Committee. On-site assessments will be made by the maintenance staff of the Arboretum in consultation with the Seattle Department of Parks and Recreation to document the presence of weeds, pests, dead leaves, pale color, wilting,

soil compaction, etc. all of which signal particular maintenance needs. Well-conceived management and maintenance activities can sustain character and integrity of the collections. This information will help establish both a baseline and record of plant conditions that contributes to the University research and teaching mission. Preservation and rehabilitation treatments will seek to secure and emphasize continuity while acknowledging change.

Relocation or Establishment of New Collections – When the University undertakes deliberate changes or additions to the collections compliance with the goals of the Washington Park Arboretum Master Plan, the health of the collection and the historical value of the collection will be considered. The assessment and analysis techniques described above ensure changes enhance the Arboretum’s role as an educational laboratory. The University may also refer to the National Parks Service Preservation Brief No. 36; “Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes” to guide this work.