Minutes – October 8, 2003

Members:  
Arboretum Foundation  
- Boone Barker, substitute for Fred Isaac  
- Deb Andrews, Arboretum Foundation Executive Director  
City of Seattle  
- Margaret Ceis, City of Seattle Representative  
- Fritz Hedges, Parks and Recreation Department Policy Director  
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  

Excused:  
Fred Isaac, Arboretum Foundation President  
Sarah Neilson, City of Seattle Park Board Representative  

Guests:  
Ashley Clark, Arboretum Foundation Director of Development  
Neal Lessinger  
Cara Mathison for Tom Mentele, Director of Development, UW College of Forest Resources  
Susan Black  
Jerry Ernst  
Paul Gibson  
David Goldberg  
Michael Shiosaki, Parks Department Pro Parks Manager  

Staff:  
Sandy Brooks, Coordinator  

Sandra called the meeting to order at 8:40 a.m. Ashley Clark joined the meeting for the first time and introductions were made.

Approval of agenda and minutes

Fritz moved and John W seconded to approve the October 8 agenda and September 3 minutes. The vote was taken and the motion passed unanimously.

Ashley Clark, Director of Development for the Arboretum Foundation, and Jerry Ernst should both be added to the ABGC e-mail notification list and a nameplate provided for Ashley.

Historical Project
Parks Department project manager David Goldberg gave an update on the Historical Project study and distributed 10 copies. Color copies will be available in approximately one week. He will work with Tom H to post the study on the ABGC website.
This is the final version in Phase I. It provides a narrative of the history of the Arboretum and major events; however, it does not describe what impact(s) the Master Plan will have. In Phase II, Master Plan Implementation will be applied to the historical study and approaches will be considered.

ABGC members asked if there is an official approval process. David said the report doesn’t need approval by the ABGC or City Council. He will draft a letter for Superintendent Ken Bound’s approval, for the record. John W asked how the results of the study are relayed to City Council. Fritz said that after the Board of Park Commissioners hold its public hearing on the Master Plan Implementation, the Parks Department will report back to the City Council’s Parks, Education and Libraries Committee. Sandra said she would report to the UW Regents in a similar process.

**Implementation Plan Update**
Jerry Ernst reviewed the preliminary Implementation Plan draft document prepared for public distribution for the October 23 Park Board public hearing. Copies are to be mailed to the ABGC members later today. Notebooks are being prepared as follows: (1) for public review at Parks Department headquarters at 100 Dexter Avenue; (1) for public review at the Graham Visitor Center; (1) each for the Client Group; (1) for John Wott; and (1) for the University of Washington archives. The information will also be posted on the ABGC website.

Jerry reviewed the 8-page draft titled “Implementing the Master Plan for Washington Park Arboretum – Draft Summary”, Autumn 2003. He reviewed the various sections: Implementation Roles and Responsibilities; Principles; Project Priorities; High Priority Projects; Maintenance and Operations; Historic Considerations; Public Involvement; Fundraising; and Communication. A list of the High Priority Projects and Medium Priority Projects, and Future Priority Projects was included in the draft and are listed below.

**High Priority Projects:** South Entry — Madrona Terrace; Multi-Use Trail; Ridge Top Trail; North Entry; Arboretum Drive Relocation, Parking and Greenhouse; Graham Visitors Center Gardens; Pinetum; Azalea Way Pond; Arboretum-Wide Interpretive and Wayfinding Plan; Japanese Garden Pavilion and Entry Structure; and Irrigation Mainlines; Japanese Garden Pavilion and Entry Structure.

**Medium Priority Projects:** Foster Island Improvements; New Education Building; Additional Greenhouse; Maintenance and Operations Buildings and Yard; Hillside Trail; Azalea Way Renovation; Canopy Walk; Children’s Arboretum; Alpine Slope Garden; and Woodland Meadow.

**Future Priority Projects:** West Side Trail; Curatorial Building; Graham Visitors Center Remodel; Foster Island Pedestrian Overpass; Arboretum Creek; South Parking and Access; South Pedestrian Overpass; Off-site Administration at Museum of History and Industry; and South End Educational and Visitor Services Building.

What’s next: Jerry said the Client Group has been discussing the roles and responsibilities in the Master Plan Implementation. The ABGC will also want to spend some time on this at its December 4 retreat, especially the expanded roles of the ABGC as the central group to discuss and make decisions. A Master Plan Implementation Committee is to be created and Jerry suggested that likely members would be the current Client Group. A one-page summary of each project is being refined; the ABGC’s version will also contain detailed cost information.

Donors are ready to begin funding projects and there is $2 million in the Pro Parks Levy for the Implementation. The Client Group and ABGC must now determine the best way to leverage these funds.

Fritz said that press releases and notices on the October 23 Park Board hearing were mailed one week ago and the information for public review will be ready two weeks before the hearing. On November 5, the ABGC will make its recommendation to Fred Isaacs, President of the Arboretum Foundation, Ken Bounds, Department of Parks and Recreation Superintendent, and Bruce Bare, Dean of the UW College of Forest Resources for their approval. The Client Group will aim for their approval by November 20 (one week before Thanksgiving.) The City Council’s Parks, Education and Libraries Committee, the University’s Board of Regents, and the Arboretum Foundation’s Board will be briefed on the Implementation Plan.

Boone stated that the Client Group has made wonderful progress on the Implementation Plan.
New/Old Business:

- **Next meeting:** Wednesday, November 5, at the Donald Graham Visitor Center, 8:30-10:00 am.
- **Operating Procedures:** Fritz will meet with the City Attorney next week and give an update at the November 5 meeting. The Attorney has an issue with the open meeting procedures.
- **Retreat:** The ABGC retreat is scheduled for Thursday, December 4, 1:00-5:00 pm. Fritz and Sandy will secure a location, possibly at the South Lake Union facility. Sandra will send a revised “save the date”. The new Parks Department Deputy Superintendent will be invited. Jerry Ernst will facilitate. Agenda items are: (1) Next year’s work plan, aka, Goals and Objectives; (2) Next version of Working Together Agreement; and (3) Communications and clarification of some other issues. Cara, Ashley, and Paul Gibson should be included in the invitation list. The retreat is by invitation only — Fritz will check with the City Attorney to verify this is okay to do.
- **Center for Urban Horticulture Director Hiring Update:** John W said the process is starting over. The hiring committee is meeting early next week and Fritz has recently joined the committee. There is also a new representative from the State of Washington.
- **Goals & Objectives:** these will be discussed at the retreat.

There being no other business, the meeting adjourned at approximately 9:45 a.m.

APPROVED________________________________________DATE____________________

Deborah Andrews, ABGC Secretary