

AGENDA
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Valley Library
Wednesday, June 14th, 2017
5:15 P.M.

- I. Call to Order
- II. Approval of Agenda
- III. Public Participation on Non-Agenda Items
- IV. Approval of Minutes
 - A. Wednesday, February 8th, 2017
 - B. Tuesday, May 9th, 2017
- V. Unfinished Business
 - A. Parking Lot Presentation from Lori Sowa and public comment period
 - B. Parks & Rec Master Plan Update from Alix Pierce
 - C. Commercial Use Policy Update
 - D. Alcohol Policy Update
 - E. 2018 American Primrose Society National Show
- VI. New Business
 - A. Friends of JOA Morgan Davis Presentation on Survey & Master Plan
 - B. Plant Collections & Acquisitions Policy review and renew
- VII. Committee, Liaison, and/or Staff Reports
 - A. Chair Report – E. Buyarski
 - B. Manager Report – M. Jensen
 - C. Friends of JOA Report – P. Harris
 - D. Other Business
- VIII. Adjournment

DRAFT MINUTES
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Mendenhall Library, Conference Room | Wednesday, February 8th, 2017 5:15 P.M.

I. Call to Order at 5:22 by Chair, Ed Buyarski

Present: Kristin Bartlett, Ed Buyarski, Shawn Eisele, Kim Garner (t), Patricia Harris, Nell McConahey (t), Deborah Rudis

Absent: Peter Froehlich

Staff Present: Brent Fischer, Facilities, Parks, & Landscape Superintendent; Merrill Jensen, Arboretum Manager, Lauren Verrelli, P&R Administrative Assistant II

II. Agenda Changes –

- P. Harris: Updates on SEAL Trust and P&R Master Plan

III. Public Participation on Non-Agenda Items – None.

IV. Approval of Minutes – November 11th, 2016: S. Eisele moves to approve the minutes, no objection. *Minutes adopted.*

V. New Business –

- **JOA Endowment:**

P. Harris: Bob Bartholomew asked for recommendations in a meeting with Merrill and Kim whether the Endowment should be invested with the Community Foundation rather than through the City. A recommendation would be to form a committee from the Advisory board to set up a meeting with CBJ and the Land Trust. Merrill, Kim and I agree to it, is there anyone else from the board that is interested?

N. McConahey: I could probably put some time into this.

E. Buyarski: So it will be Merrill, Pat, Kim and Nell for the committee.

K. Garner: The other thing they're looking for recommendations on is the \$142,000 in rental money we have received from Merrill over the last 11 years that is not in the investment fund at this time. We could use that money to supplement the CBJ appropriation for the parking lot, as well as the sunroom construction.

D. Rudis: I make a motion to use the \$142,000 as stated in item #2—

Priority 1: Currently, CBJ has budgeted from the 1% sales tax revenue an amount of \$75,000 toward construction of a parking lot at the Arboretum; please allocate funds from the \$142,000 to cover parking lot construction costs not covered by the already allocated \$75,000. Priority 2: Please allocate additional funds from the \$142,000 to cover full costs for repair and rebuilding the sunroom on the residential property.

S. Eisele: What's the money used for otherwise?

M. Jensen: It was just undesignated funds.

P. Harris: The Friends of the Arboretum is in favor of this motion as well.

S. Eisele: When is the parking lot going to be constructed? Is there a budget?

M. Jensen: It's going to be worked on this year. It's in the process of getting designed. We're working on permitting now with DOT.

S. Eisele: If it were me and just found a big amount of money like this my first action wouldn't be to totally give it away after one meeting. As a board I think we should

support the parking lot idea and state we look forward to seeing what the budget is for creating it. But we should also think about our other priorities too.

D. Rudis: We have been working on this for years. The fact that they're going to do it this year is critical. If we can put the money towards the parking lot we should.

E. Buyarski: This has been a priority to happen, it just hasn't. This will help it get completed.

S. Eisele: I will probably vote against it because I don't know much about it.

E. Buyarski: All in favor of the motion to prioritize the \$142,000 mentioned before?

Aye: K. Bartlett, E. Buyarski, K. Garnero, P. Harris, N. McConahey, D. Rudis

Nay: S. Eisele

Motion Passes.

P. Harris: Kim and Merrill were advising that the rental fees be regularly transferred to the endowment quarterly going forward.

K. Garnero: \$142,000 should have been moved into the endowment regularly, it was an oversight it wasn't occurring. We would like to correct that oversight going forward. We would create a regular quarterly transfer.

P. Harris: I move we recommend that future rental fees be put into the Van Guard Endowment quarterly.

Aye: K. Bartlett, E. Buyarski, S. Eisele, K. Garnero, P. Harris, N. McConahey, D. Rudis

Nay: none

Motion Passes.

- **2016 Annual Report:**

E. Buyarski: This is what I need to work on to submit and present to the Assembly.

VI. Unfinished Business –

- **SEAL Trust Follow-Up:**

B. Fisher: Lauren and I met with SEAL Trust and brought them the scenarios we discussed. They are taking them to their board meeting and we have yet to hear back.

- **Master Plan:**

L. Verrelli: We're currently in Phase 3 and in the process of forming the Special Committee that should be created in the next PRAC meeting.

VII. Committee Liaison and Staff Reports

A. **Chair Report:** None.

B. **Manager's Report:** Included in packet.

C. **Friends of JOA –**

P. Harris: We provided our survey results and discussed them with Alix Pierce for the Master Plan. We have done some improvements to the Friends website. We're responsible for the Plan Sale this spring. We all are also giving \$5,000 towards the \$14,000 for the Word Garden project.

VIII. Other business—

- E. Buyarski: Steve has resigned from the board so we're looking for a new member.

Adjournment – 6:05 p.m. *Having no further business before the Board.*

Next Meeting: Wednesday, June 14th at 5:15 p.m. in the Mendenhall Library.

Respectfully submitted, Lauren Verrelli, Administrative Assistant II, 6.8.17

DRAFT SPECIAL MEETING MINUTES
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Mendenhall Library, Conference Room | Tuesday, May 9th, 2017 5:15pm

I. Call to Order at 5:22 by Chair, Ed Buyarski

Present: Ed Buyarski, Peter Froehlich, Kim Garnero, Patricia Harris, Deborah Rudis

Absent: Kristin Bartlett, Shawn Eisele, Nell McConahey

Staff Present: Brent Fischer, Facilities, Parks, & Landscape Superintendent; Merrill Jensen, Arboretum Manager, Lauren Verrelli, P&R Administrative Assistant II

II. Public Participation on Non-Agenda Items – None.

III. New Business –

- **Arboretum FY18 City Budget Reductions:**

E. Buyarski: This is a joint meeting with Friends of the Arboretum. The topic of discussion is the proposed closure of the Jensen-Olson Arboretum by the City. What we have to discuss is a draft letter to the Assembly is what could happen if the Arboretum would close.

P. Harris: I make a motion that we, the Jensen Olsen Arboretum Board agrees that we do not want to see it close and to submit a letter in support of the Arboretum.

*Unanimous consent, **Motion passes.***

P. Froehlich: We currently have two draft letters in front of us, Kim and Pats

K. Garnero: I really like the language from the last two paragraphs in Pats letter and the top portion of my letter.

Discussion on drafting the letter to the Assembly Finance Committee. [Letter attached including Friends of the Jensen-Olson Arboretum support statement and signatures.]

Adjournment – 6:29 p.m. *Having no further business before the Board.*

Next Meeting: Wednesday, June 14th at 5:15 p.m. in the Mendenhall Library.

Respectfully submitted, Lauren Verrelli, Administrative Assistant II, 6.9.17

May 9th, 2017

Members of the City and Borough of Juneau Assembly Finance Committee:

The CBJ Jensen-Olson Arboretum Advisory Board wants to ensure that all consequences of closing this facility are considered as you deliberate the FY18 and future budgets.

The 1993 Administrative Agreement between the City and Borough of Juneau and Caroline Jensen requires that if the Arboretum is closed, the property must be sold. All proceeds and the endowment are to be distributed by the American Public Gardens Association.

Although the Arboretum receives some CBJ funding, the majority of its budget is paid by a \$2.5 million endowment that is tied to the property. If the facility is closed, the CBJ will lose not only the property, but also the endowment and its investment income.

In our judgment, it would be a rash and unwise decision to save \$75,000 a year, while causing the city to permanently lose access to \$2.5 million and the related income which averaged over \$200,000 a year between FY13 -15.

The endowment has the potential to fully support Arboretum operations if it is allowed to grow as directed by 1993 Agreement language:

Expenditures from the Support Fund should be minimized during the early years, to the extent required and possible, without compromising the viability or condition of the Arboretum, to allow the Support Fund to grow to a level which insures permanent preservation and maintenance of the Arboretum.

We believe the Arboretum adds substantially to the quality of life in Juneau. It acts as an economic engine for landscaping businesses and is a resource for homeowners. More than 7,800 visitors a year enjoy this place of peaceful beauty and horticultural learning and appreciate its link to Juneau's mining and homesteading history.

Youth from Juneau School District, Zach Gordon Youth Center, and Discovery Southeast explore the beach and gardens; UAS and federal agencies use the grounds for research. The Arboretum's gardens and scenic setting make it a favorite place for both painters and photographers.

In 2018, the American Primrose Society is holding its national convention in Juneau specifically because the Arboretum is home to the Nationally Accredited Primrose Collection™, the largest in North America with over 200 *Primula* varieties. Recognizing this, the Assembly declared Juneau to be the Primrose Capital of Alaska in 2003.

You are faced with challenging budget decisions this year, but we hope that you recognize the present and future value of this facility and continue to fund the Arboretum by working with the Board and other interested entities to find creative ways to reduce operating costs and raise revenues.

Sincerely,



Ed Buyarski, Chair
CBJ Jensen-Olson Arboretum Advisory Board



We value the Jensen-Olson Arboretum— a place of peaceful beauty and horticultural learning; an historic homestead and the site of the nationally accredited primrose collection. We urge CBJ to honor the pledge made to Caroline Jensen when the city accepted her gift of this property and the generous endowment to maintain it as a public garden. We understand that the endowment contributes more than half of the Arboretum's annual budget and if the property is sold, monies from the sale and the endowment will not be retained by the city.

Printed Name	Signature	Address
Shirley Campbell	<i>Shirley Campbell</i>	PO Box 21544 Juneau, AK 99802
Nancy J. Waterman	<i>Nancy Waterman</i>	227 Gastineau Ave. Juneau AK 99801
Bill LEIGHTY	<i>Bill Leighty</i>	" " " " "
NENA Thomas	<i>Nena Thomas</i>	12175 Glacier Hwy 99801
John Berry	<i>John Berry</i>	21249 SW Houston Dr
Monica Budge	<i>Monica Budge</i>	8707 N. Loop Hwy Juneau
Cory Hoover	<i>Cory Hoover</i>	8613 Marilyn ave Juneau
Kaelynn Hoover	<i>Kaelynn Hoover</i>	8613 Marilyn ave Juneau
Missy Hoover	<i>Missy Hoover</i>	8613 Marilyn Ave Juneau
Kobe Hoover	<i>Kobe Hoover</i>	8613 Marilyn Ave. Juneau
Laura L Kurt	<i>Laura L Kurt</i>	401 Cordova St. Juneau AK
ZARA KHAN	<i>Zara Khan</i>	3189 PIONEER AVE, JUNEAU.
Pam Wells Peters	<i>Pam Wells Peters</i>	PO BOX 21085 Auke Bay, AK 99801
Tanna Peters	<i>Tanna Peters</i>	PO BOX 21085 Auke Bay, AK
Bobbie Epperly	<i>Bobbie Epperly</i>	PO Box 34358 Juneau, AK 99803
Esther K Epperly	<i>Esther K Epperly</i>	Box 34358 Juneau 99803
Dr. & Mrs. John D. Anderson	<i>John D. Anderson</i>	P.O. B. 310623, Auke Bay, AK 99801
Lorinda Brotherton	<i>Lorinda Brotherton</i>	8250 N Douglas Hwy Juneau, AK 99801
Sarah Anderson	<i>Sarah Anderson</i>	16210 Ocean View Dr Juneau, AK 99801
Alex Steele	<i>Alex Steele</i>	4412 Taku Blvd
Gerald Nakamura	<i>Gerald Nakamura</i>	4401 Sesame Street



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Printed Name	Signature	Address
Allison Bidlack		13650 Glacier Hwy, JUN
Marsha Squires		4525 N. Douglas, JUN
Michelle Warrenchuk		19965 Cohen Dr. Juneau AK.
David Tallmon		4453 Mountainside Dr, JUN
Claire Nigsay		8210 Aspen Ave. Juneau, AK
Wendy Cole		3654 Tongass Blvd Juneau AK
Cindy Eriksen		16295 Pt Lena Loop Rd #2 99801
Roxanna Felkl		9081 Miner Ct Juneau AK 99801
Kim Stewart Greiner		4451 Columbia Blvd
Yolanda Cordero		2931 Glacierwood Ct
Denise Carl		4300 University Dr, Juneau, AK 99801
Brad Ewing		800 F Street, Juneau, AK
Gabrielle Vance		4350 Glacier Hwy., Juneau, AK, 99801
Lori Klein		Po Box 21551, Anvik Bay, AK 99821
Cody Bennett		Box 33213, Juneau, AK 99803
Jeremy Korte		3835 [unclear] Ct #1, Juneau, AK 99801
Katy Jordan		1116 B St. Juneau, AK
Kathy DiLorenzo		8913 Sleepy Ct. Juneau 99801
Lori Klein		PO Box 711551, Anvik Bay AK 99821
Anita A. Parrish		10211 Heron Way, Juneau AK 99801
Barbara A. Hegel		6044 Pine St Juneau AK 99801



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Printed Name	Signature	Address
Mary M Cafferty	Mary M Cafferty	PO Box 20187 Juneau 99802
Molly McCafferty	Molly McCafferty	PO BOX 210383 Anvik Bay, AK
IRIS PORTNER PENN	[Signature]	PO BOX 20458 Juneau 99802
Liam Penn	[Signature]	PO BOX 20458 Juneau 99802
Michael Penn	[Signature]	PO Box 20458 Juneau 99802
Jennifer Davis	[Signature]	917 1st St. Douglas AK 99824
Pauline Plumb	Pauline Plumb	PO Box 20 ²¹⁵²⁴ Juneau, AK 99802
HERMAN SAVIKKO	Herman Savikko	PO Box 240772 Douglas 99824
PAULA SAVIKKO	Paula Savikko	1401 THIRD ST / POB 240772 DOUGLAS AK 99824
DAVIN SAVIKKO	[Signature]	1409 3RD ST. DOUGLAS 99824
Clarabelle Savikko	Clarabelle Savikko	1409 3rd St, Douglas, AK 99824
Susan Baxter	Susan M. Baxter	1788 Evergreen Ave, Juneau, AK
K.J. Bailey	K.J. Bailey	7730 N Douglas Hwy 99801
Patricia A White	Patricia A White	6160 Thane Rd 99801
Diane Briggs	[Signature]	202 Hermit St. 99801
SUSAN HARRIS	[Signature]	202 HERMIT ST 99801
Michael W. Tobin	[Signature]	6105 Thane Rd Juneau
Gerald Fiscus	Gerald Fiscus	2520 Channel Vista Dr Juneau
Theresa Tavel	[Signature]	245 Irwin St. Juneau, AK
Brendan Sullivan	Brendan Sullivan	2970 Glacierwood Dr.
Todd P. Antioquia	Todd P. Antioquia	2970 Glacierwood Drive



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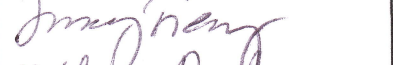

Printed Name	Signature	Address
Kim Garners	<i>Kim Garners</i>	POB 33842 Juneau 99803
DOUG Sturm	<i>Doug Sturm</i>	903 B St, Juneau, AK 99801
Eva Sturm	<i>Eva Sturm</i>	903 B St, Juneau AK 99801
Martha Doh Hopson	<i>Martha Doh Hopson</i>	1109 5th St Douglas Ale
John Boyle	<i>John Boyle</i>	738 Alca Street, Juneau
Michelle Gense Bray	<i>Michelle Gense Bray</i>	PO Box 34051 Juneau, AK 99801
Michael C.:	<i>Michael C.</i>	11575 Mendenhall LP
Jeri Cary	<i>Jeri P Cary</i>	11575 Mendenhall Lp Rd Juneau, AK 99801
Lisa Miller	<i>Lisa Miller</i>	5030 Samardak Ct. Juneau, AK 99801
MERRITT ANDRUSS	<i>Merritt Andrus</i>	20133 Cohen Dr. Juneau
PETER ANDRUSS	<i>Peter Andrus</i>	20131 Cohen Dr. 99801
Linda Wahto	<i>Linda Wahto</i>	5320 MONTANA CR Rd
Stacey Thomas	<i>Stacey Thomas</i>	4480 Hillcrest Ave Juneau 99801
Joe Thomas	<i>Joe Thomas</i>	"
Jonathan Gray	<i>Jonathan Gray</i>	4464 Mt. Side Dr. Juneau, AK 99801
Elizabeth Sydeman	<i>Elizabeth Sydeman</i>	633 N. Franklin St. Juneau
Sarah Dolan	<i>Sarah Dolan</i>	9018 C St Juneau 99801
Amy Skelton	<i>Amy Skelton</i>	4477 Abby Way
Eric Jorgensen	<i>Eric Jorgensen</i>	4477 Abby Way
Bobby Lee Daniels	<i>Bobby Lee Daniels</i>	P.O. Box 20911 99802



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Printed Name	Signature	Address
Susan J. Alexander	<i>Susan J. Alexander</i>	9627 Kelly Ct Juneau
Sharon Fleming	<i>Sharon Fleming</i>	1714 Willow Dr. Juneau
Morgan Davis	<i>Morgan Davis</i>	633 Harris St. Juneau
SALLY SCHLICHTING	<i>Sally Schlichting</i>	419 KENNEDY ST.
Melanie White	<i>Melanie White</i>	8196 ERIN ST. Juneau
Michan Cummings	<i>Michan Cummings</i>	8187 Threadneedle St Juneau
Jennifer LaRoe	<i>Jennifer LaRoe</i>	5134 Glacier Hwy
Barbara Berg	<i>Barbara Berg</i>	10725 Horizon Drive
John A. Grant	<i>John A. Grant</i>	3314 Mansueto Hwy
Peter Froehlich	<i>Peter Froehlich</i>	1785 Evergreen Rd
Patricia Harris	<i>Patricia Harris</i>	925 Fritz Cove Rd
Deborah D. Rudis	<i>Deborah D. Rudis</i>	4638 River Rd, Juneau
Allison Gillum	<i>Allison Gillum</i>	2621 Douglas Highway, Juneau

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Printed Name	Signature	Address
NEW McCONAHEY		14183 OTTER WAY, JNU
Kim Peterson		1930 Fritz Cove Rd. Jnu
Toni Hinckle		8695 Duran St. Jnu
Judy Neary		17735 Pt. Stephens Spur Juncos
Milagro Darby		10206 Heron Way Juncos

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Printed Name	Signature	Address
Nan Schonenbach	Nan Schonenbach	16435 Point Lena Loop Road, Juneau, AK 99801
Rosemary Hagevig		PO Box 240423 Douglas, 99824
Brad and Bonnie Greening		6751 Sherri Street Juneau, AK 99801
Mary Pat Schilly		4435 N Douglas Hwy Juneau, AK 99801
Linda Squib		P. O. Box 210733 Auke Bay, Alaska 99821
Eileen Plate		9098 Pinedale Street
Kristie and Scott Balovich		12596 Glacier Highway
Linda Kruger, Jeff Gnass	<i>E signatures</i>	3042 Nowell Ave Juneau
Carol Race		312B Sixth St, Juneau
Gladi Kulp	<i>E signature</i>	640 Hemlock Street
Jon Pond	<i>E signature</i>	640 Hemlock Street
Kevin Steck		2697 Channel Dr.
Darcy Steck		2697 Channel Dr.

Jensen-Olson Arboretum

Manager's Report to the Advisory Board

June 14, 2017

- Budget meetings – variances and annual review
- Winter tree pruning
- Finished up sowing seed from seed exchanges
- Continued data base work to keep current
- Morton Arboretum Arbnet recertification and award of next level of accreditation
- Ordered and installed plaque for Shelter
- Meetings for sunroom repair
- FJOA Master Planning meetings
- Word Garden plant sourcing and ordering
- Word Garden stone list finalize and ordering
- Word Garden purchasing trip to Oregon – visited 6 nurseries and Memorial brick pickup
- Travel document preparation for APGA conference in Toronto
- City Museum presentation on alpine vegetation
- New Staff hiring – job posting, interviewing and hiring 2 new gardeners
- Brochure printing order
- Spring cleaning on the grounds on a “normal” spring schedule
- Tulips moved out from winter storage – two new cultivars still blooming
- Assembly budget crisis
- Plant sale preparations – planting, label making, etc.
- Word Garden work party with City Landscape crew
- Johnson Youth Center class
- Memorial brick installation with Bill Ehlers
- Vegetable garden prep and planting
- 1st irrigation of the year on April 23rd
- Hosted 4 classroom visits for SeaWeek
- Montessori classroom visit (mixed grade 1st – 3rd)
- 1st Turf fertilization – waiting for weather window to do 2nd round
- May 1st new gardeners start
- Primula Day May 6th 175 visitors
- Annual Mother's Day Plant Sale
- Hummingbird banding (only 2 visits this season)
- Docent training – Kelly took the lead on this project
- Master Gardener Primrose Tour
- Alaska Public Gardens Day ~300 visitors
- Garden Mapping project resumes
- Water pump repair