

Jensen-Olson Arboretum Advisory Board  
Endowment Subcommittee

Wednesday, November 10, 2021, following JOAAB 5:15 meeting, Zoom

Agenda

- I. Changes to the agenda
- II. Public Participation
- III. Agenda Items
  - a. Does the Endowment Subcommittee approve the use of ‘unrestricted balance’ funds of up to \$71,000 to improve the water quality at JOA Residence? Ginger/JOA will need to have an official proposal to take to the CBJ City Assembly for approval of the use of funds.  
*Documents-Administrative Agreement 0510 pages 541, 542 (Original Agreement between Caroline Jensen and CBJ, dated 9.30.93)*
  - b. Twice-yearly meeting of JOAAB Endowment Subcommittee required by CBJ resolution establishing the JOAAB Serial #2377. Additional meeting can be called by the members. The Endowment Subcommittee also advises the P&R director on how much income it recommends to be expended from the Endowment each year. Currently, the recommended expenditure is 4%. CBJ budget expenditure is \$98,000 for 2021 and 2022. Are there any changes to the recommended percentage?  
*Document-CBJ Annual financial Report, JOA permanent fund statement 6.30.20 (last available)-balance \$2,737,850. 4% = \$109,514*
- IV. Other business
- V. Adjournment

4.2 Commercial Activity. Commercial activity shall be permitted on the Arboretum Property but only as such purpose relates to the operation of the Arboretum (tourism, gift shops, plant sales, sale of scientific proceedings/papers, etc.). All net proceeds from such activities shall be placed into the Support Fund and used to support or expand the Arboretum.

5. FINANCIAL SUPPORT OF THE ARBORETUM. As described in Paragraph 2 herein, the Donor is donating certain real property and other assets to provide initial and ongoing support for the Arboretum. The sufficiency of the Support Fund (along with any other funds which may be available from the Donee's budget or donated by other contributors) will govern the rate of development and breadth and extensiveness of the Arboretum and its related programs. Guidelines as to the order of priority for allocation of available funds are set forth below.

5.1 Application of Support Funds. While it is Donor's intent that the Arboretum be further developed and improved over time, her first concern is preservation of the Arboretum Property, followed by maintenance of its developed horticultural areas. Accordingly, the Support Fund shall be applied first to preserve and protect the Arboretum Property, and then to maintain the developed horticultural areas of the Arboretum Property (including the residence and other structures located thereon and integral to the Arboretum). Expenditures to maintain the Arboretum may include expenditures to employ a professional horticulturist (i.e. master

gardener or degreed horticulturist), caretaker expense, travel, commodities, salaries, equipment and contractual services; Support Funds shall not be used for the maintenance or benefit of the railway or boathouse as neither is an essential part of the Arboretum, however Support Funds may be used to demolish and remove them from the Arboretum Property. The expenses of administration and maintenance of the Arboretum may be reimbursed from the Support Fund, including financial administration and the expenses of maintaining the records required by Section 6 of this agreement. The City may be reimbursed from the Support Fund to the extent that its personnel maintain and administer the Arboretum. Expenditures for capital improvements, including taxes for local improvement districts may be taken from the Support Fund, for the benefit of the property.

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. Any additions to, or income earned on the Support Fund, not required for the preservation and maintenance of the Arboretum Property, shall be accumulated and added to the Support Fund until it is of sufficient size to insure the survival and perpetual maintenance of the Arboretum.

CITY and BOROUGH OF JUNEAU

**Non-Major Permanent Fund – Jensen-Olson Arboretum****Statement of Revenues, Expenditures, and Changes in Fund Balance***For the year ended June 30, 2020*

<b>REVENUES:</b>	
Investment and interest income	\$ 151,761
Rentals and leases	<u>10,866</u>
Total revenues	<u>162,627</u>
<b>OTHER FINANCING SOURCES (USES):</b>	
Transfers to:	
General Fund	<u>(90,000)</u>
Total other financing sources (uses)	<u>(90,000)</u>
Net change in fund balance	72,627
Fund balance at beginning of year	<u>2,665,223</u>
Fund balance at end of year	<u>\$ 2,737,850</u>