



AGENDA
JENSEN-OLSON ARBORETUM ADVISORY BOARD
Zoom Webinar
Wednesday, August 10, 2022 at 5:15 P.M.

- I. Call to Order**
- II. Approval of Agenda**
- III. Public Participation on Non-Agenda Items**
- IV. Approval of Minutes**
 - A. Meeting of May 11, 2022
- V. New Business**
- VI. Unfinished Business**
 - A. Budget Update
 - B. Residence water/internet update [see Managers Report]
 - C. Commercial Use – being reviewed by SEALT, to be discussed at November meeting.
- VII. Committee, Liaison, and/or Staff Reports**
 - A. Chair Report
 - B. Manager Report
 - C. Friends of JOA Report
 - D. Other Business
- VIII. Adjournment**

Next JOAB Meeting: Wednesday, November 9 at 5:15 – Zoom Webinar

DRAFT MINUTES JENSEN-OLSON ARBORETUM ADVISORY BOARD

Zoom Webinar | Wednesday, May 11, 2022 5:15 P.M.

I. Call to Order at 5:17 pm by Nell McConahay

Present: Nell McConahay, Paulette Schirmer, Patricia Harris, Rose Evans, Peter Froehlich, Ed Buyarski, Kristin Bartlett, Deborah Rudis

Absent: Sarah Dolan

Staff Present: Ginger Hudson, Arboretum Manager; Lauren Verrelli, Staff Liaison

II. Agenda Changes – None.**III. Public Participation on Non-Agenda Items – None.****IV. Approval of Minutes –**

- A.** Wednesday, February 2, 2022: P. Schirmer moves to approve minutes, no objection.
Minutes adopted.

V. New Business – None.**VI. Unfinished Business –****A. Commercial Use Policy & Administrative Supplement**

M. Elfers: We're going to start with the administrative supplement. We have Margaret Custer here with us from SEAL Trust and she is going to present the final admin supplement. You saw a draft in the last year and made a motion of support. The draft went back to SEAL Trust. A couple tweaks were made but I don't think any significant changes. I'll let Margaret present what they've done.

M. Custer: The administrative supplement was included in the packet. The supplement is a broad blanket interpretation that we put in writing so that the Arboretum and CBJ don't need to come to the land trust for approval of minor activities. It's a land trust document so it doesn't need to be approved by this body but we would like you to accept it and be in agreement. The conservation easement is the legally binding document that was signed many years ago by Caroline Jensen. It's now in place with CBJ as the landowner. Caroline Jensen also signed an agreement with CBJ outlining the donation of the property. The intent behind the supplement is to reduce the amount of approvals going back and forth, such as garden management educational activities and commercial activities. The conservation easement specifically prohibits use by for profit tour groups, CBJ cannot lease or allow use by these groups. The easement does permit access to individuals, small noncommercial, nonprofit groups, universities and school groups. CBJ may allow other commercial activities on the property that relate to the operation of the Arboretum, such as a gift shop. We are providing general approval and case by case approval. We can provide general approval for nonprofit organizations. If there's a question that arises as to the consistency, crossing the line from nonprofit to for profit, we might need to be consulted on it. Either we approve a package of regulations and policies as they relate to for profit activities or we do a case by case approval for each activity. The general guidance outlined in the admin supplement is that we encourage CBJ to develop commercial use regulations and policies that would allow for blanket approval of commercial activities without case by case approval. Including for profit activities, as long as they are not for profit tour groups. We encourage CBJ to charge or set a fee for allowed entities and activities like educational programs fundraising events, commercial filming and photography, commercial transportation to

the property excluding for profit tourism. All net proceeds from any fees must be deposited into the arboretum support fund. CBJ can elect to waive these fees. Any questions?

M. Elfers: A question that arose from decisions with our attorney was a commercial use application fee that is separation from the use fee. SEAL Trust agreed that the application fee does not have to go to the endowment fund because it's intended to pay for administrative services. The application fee could stay with the department to cover those costs.

M. Custer: Yes, that's my understanding as well.

M. Elfers: I wanted to remind everybody that this is for commercial activity, not for events. A wedding is an event, generally you do not pay to go to a wedding. Commercial activity is a transaction happening, payment for services.

P. Harris: Michele, do you see any problems conflicting with the commercial use policy the city is developing?

M. Elfers: We've been working with SEAL Trust and I'm really happy with it.

E. Buyarski: I motion to approve the admin supplement.

P. Froehlich: I second.

N. McConahay: Anyone opposed to the motion? No objections, motion is approved.

M. Elfers: We have been working on a whole department commercial use policy, it's a big policy and has been held up in our law department. With this admin supplement we can work within our current policy. Within the last year the board saw the policy and made a motion of support. Since then Krista from SEAL Trust sent us some great comments that were really helpful. My plan is to continue to work on that policy with George and Ginger. It's not going to change dramatically but it will have some proposed fees for you to look at. We will work with SEAL Trust and the fees will be reviewed by the department, manager's office and this board.

VII. Committee Liaison and Staff Reports

A. Chair Report:

N. McConahay: Deborah Rudis presented the Annual Report to the HRC on February 28th. Thank you Deborah.

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

E. Buyarski: Could you share the name of the volunteer doing the cover over the bench?

G. Hudson: Bill Elhers who previously built the arbor.

C. Friends of JOA:

P. White (Friends of JOAAB) - We are going to have a first Friday event at the City Museum on July 1st. The symphony will play from 4-7, we'll have a docent for questions and refreshments. For the Art in the Garden installation we've had 10 submissions from artists, totaling 13 or 14 pieces. It's a juried show with prizes. We are having an artist reception on June 16th to meet the artists. The video project Ginger mentioned in her report, one is an educational video on the primula collection and the other is to replace a dated video on our website. Alaska Public Gardens day is May 28th, we'll have refreshments, cookies and all that stuff.

P. Harris: We did hire an educational coordinator for kids programs at the Arboretum. The educational programs on are calendar: nature sketching on June 12th, bug day in July and perhaps a beach day in August.

D. Other Business: None

Adjournment – 5:48 pm *Having no further business before the Board.*

Respectfully submitted by Amanda Babin, Parks & Recreation Administrative Assistant I, 08/08/22.

Jensen-Olson Arboretum, Manager's Report to the Advisory Board

August 05, 2022

- Budget status and use of unrestricted funds in FY23

CBJ Assembly approved our budget. Items of interest include: \$13,000 of the endowment's unrestricted funds to purchase a whole-house water filter device, replacing the water softener and replacing the copper and lead plumbing with Pex pipe.

\$5,500 of the endowment's unrestricted funds for installation of improved internet service.

Snowcloud has recently indicated they have the ability to improve service out-the-road. They will be installing equipment at The Shrine and have informed CBJ it can be available to JOA. This is a developing story.

Revenue: Two wedding rentals this summer, both in August

- Other site improvements

Friends of Jensen-Olson Arboretum (FJOA) raised funds to build a protective awning over the potting bench. A volunteer with experience at JOA started the project.

JOA received four truckloads of chipped wood from the contractors clearing AEL&P power lines out-the-road. Mulch was spread on perennial beds which helped to keep the ground from drying out too much during the heat spell.

A narrow path in front of one of the Rhodie beds was renovated with step stones to remediate worn grass and uneven surface. Space was left between stones for grass to grow.

- Horticultural

During the 14-day high temperature stretch of early July, supplemental watering was required.

As a result, the well ran low twice and watering had to be halted to wait for refresh.

Very little bear activity so far. The Grand Ol Apple tree produced a small amount of fruit. A small crabapple tree in the veggie garden produced, but most fruit started dropping during the heat spell of early July. Most damage at this time is from porcupines. The small animals are feeding heavily on one of the mature Katsura trees. A physical deterrent has been installed.

- Volunteers and Food Donations

There are currently four master gardeners working on volunteer hours at JOA. Two are working in the vegetable garden helping plant, maintain, and harvest plants. One is assisting with preparing pots to start seeds and perennial division. One is helping document the Primula

collection in order to update the plant database. Though the database is used for all plants, we are starting with one genus—Primula—since it is our special collection.

FJOA members have donated over 60 hours of time to assist in maintaining perennial beds and dividing perennial plants.

15 food donations have been made so far this summer to: Glory Hall, AWARE, and the Food Bank; comprising 132 pounds of food and herbs.

Volunteer hours are being tracked this summer and will be used in discussions about increasing hours of seasonal gardeners for future budgets.

- FJOA ARPA Grant plans

FJOA received an ARPA (federal American Rescue Plan Act) Easy Grant of \$3,500 in October 2021. Filming and most editing completed. Final videos to be available early Sept.

- 15th Anniversary

The JOA special installation at the City Museum and our First Friday in July have been a success. Positive feedback and some visitation as a result. Those unable to visit appreciate the informational panels, rotating slide presentation, art of Caroline painted by local artists, and art from the Plein Rein painters

Onsite events organized with FJOA: Art in the Garden installation running June-September has been widely admired and appreciated; Nature Drawing for youth in June attracted 10 students; Native Plant Walk with the Alaska Native Plant Society in July was successful; BugDay canceled due to several volunteer instructors being ill; the 15th anniversary party and garden groups picnic was held on a rainy July 28, 35 in attendance including JOAAB members, P&R Director George Schaaf, P&R staff Lauren Verrelli, and former Manager Merrill Jensen.

- Outreach/Special Programs

Sons of Norway held their annual Norwegian Independence Day picnic onsite, May June 20-22 CBJ Youth Employment in Parks worked to improve paths onsite. We re-vamped the entry plaza near the kiosk and arbor raising the ground level with D1 gravel to mitigate puddling during heavy rain; we widened and re-surfaced the path to beach from the Chilkat Shelter utilizing left-over gravel and the shredded wood from utility line clearing.

KTOO June 24 to promote events at JOA; KTOO Juneau afternoon June 29 to promote the JOA installation at JDCM; Assistant Gardener Khalil English on radio June 29 to promote Native Plant walk at JOA in conjunction with Alaska BioBlitz

Presentation to Juneau chapter of American Primrose Society to discuss seed collecting and encourage volunteering at JOA

August 3, Darren Snyder Cooperative Extension agent and Tlingit guides brought a group of Alaska Experience 4-H youth to JOA from Amalga harbor via traditional canoe with traditional landing ceremony. The youth learned about JOA, the land it is on, what grows here, they helped harvest food to use and donate, and helped pull invasive plants from the beach grass zone.

Thank you for your support of the arboretum.

Submitted by Ginger Hudson, Manager