

FULLERTON ARBORETUM COMMISSION

MINUTES
REGULAR MEETING
June 10, 2015
-DRAFT-

*Approved
9-9-15*

The 179th meeting of the Fullerton Arboretum Commission was held in the Pavilion Classroom at the Fullerton Arboretum.

Commissioners present: Kristin Prior, Tony Florentine, Joe Felz, Jose Cruz, Greg Saks and Frank Mumford

Others Present: Gregory Dymont, Director
Greg Pongetti, Living Collections Curator
Miguel Macias, Education Manager
Jack Reynolds, Friends President
Steve Eldredge, Friends Investment Committee
Monique Shay, University Counsel
Marta McDaniel, Recorder
RJ Stager
Jim Perry

Commissioner Mumford called the meeting to order at 3:02 p.m.

PUBLIC COMMENTS:

No public comments.

NEW BUSINESS

1. Action Item: Appoint Commission President Pro Tem

Commissioner Mumford explained why the commission needed a new President and Vice President and following Roger's Rules of Protocol made a motion to elect a President Pro Tem.

**MSC – Mumford motioned to elect Joe Felz as President Pro Tem
Seconded by Cruz and carried.**

2. Action Item: Nominate and Elect Commission President

President Pro Tem Felz asked for nominations for President.

**MSC – Felz motioned to elect Mumford as new President
Seconded by Florentine and carried.**

3. Action Item: Nominate and Elect Commission Vice President

President Mumford asked for nominations for Vice President.

**MSC- Mumford motioned to elect Felz as new Vice President.
Seconded by Florentine and carried.**

4. Action Item: Nominate and Elect Commissioner At-Large

President Mumford asked for nominations for Commissioner At-Large which is a four year term.

Florentine nominated RJ Stager.

Stager introduced herself. (Exhibit A)

**MSC – Florentine motioned to elect Stager as new Commissioner At-Large.
Seconded by Cruz and carried.**

5. Approve Minutes of March 11, 2015 – President

Minutes approved as submitted.

6. Action Item: Approve 2015-2016 Draft Budget – McDaniel

Budget approved as submitted. (Exhibit B)

President Mumford asked how the new budget numbers from the University and Successor Agency were derived. Dymant explained that the JPA calls for the Consumer Price Index for the Greater Los Angeles/Long Beach area be used to adjust for the yearly contributions to the Fullerton Arboretum from the Successor Agency. For the University a baseline budget comes from Academic Affairs.

**MSC – Florentine motioned to approve the 2015-2016 Budget.
Seconded by Felz and carried.**

7. Review Financial Worksheets – McDaniel

McDaniel reviewed the Financial Worksheets page by page. (Exhibit C)

8. **Action Item: Project Approval: Approve upgrading arboretum irrigation system to a 2 wire system connected to a smart controller. In May of 2015 the Mysun Foundation provided \$68,360 for the upgrade. Project will be completed by campus Facilities Operations and Maintenance.**

Dyment asked for approval of new irrigation project and explained that the new irrigation system would help the Arboretum cut water usage by up to 20%. Dyment said CSUF had taken water readings from the Arboretum's water usage and found that Arboretum had already cut down on water usage by 31%. Dyment said the final cost estimate was not complete yet and project may go over the current amount stated. Mumford asked what would be done if the cost was over the current amount. Dyment stated that he would use unrestricted donation funds to cover overage.

**MSC – Florentine motioned to approve Irrigation Project.
Seconded by Saks and carried.**

9. **Action Item: Project Approval: Approve the installation of CSUF wireless network in the arboretum gardens. In May the Mysun Foundation provided \$55,000 for the upgrade. Project will be completed by campus IT.**

Dyment asked for approval of the installation of wireless network in the garden.

**MSC – Florentine motioned to approve the installation of wireless network in the garden.
Seconded by Felz and carried.**

10. **Action Item: Project Approval: Approve the installation of 12 high definition video cameras in the arboretum gardens. Total project cost is \$38,000 and will be paid for using unrestricted donations that have come in this year.**

Dyment asked for approval of the installation of video cameras in the garden. Dyment explained that he wanted to create a "Digital Garden" and take advantage of worldwide interaction. Dyment said that he had walked the garden several times with John Brockie of University Police Department and had discussed the locations which would benefit from cameras for security. Dyment said the cameras would be hard wired and recorded video would be kept for 90 days. Dyment said cameras would be a deterrent to fruit and vegetable theft. Dyment said recorder would be kept in Library basement and could be checked in case of incident.

**MSC – Saks motioned to approve the installation of video cameras.
Seconded by Prior and carried.**

11. Action Item: Approve Facilities Rental Rate Increase – Friends of the Arboretum

Dyment explained fees charged by Friends helped support the Arboretum. Dyment said that the Arboretum wanted to move away from the wedding rentals and more toward the day time use of the grounds, especially the Pavilion.

Friends President elect, Eldredge, reviewed the proposed fee increase. Eldredge explained that the fee increase put the Arboretum in the mid to upper range of fees charged by similar facilities such as the Muckenthaler and Sherman Gardens. Eldredge also stated that new fee schedule allowed for increase in fees charged for special situations like commercial shoots or commercial photography sessions. (Exhibit D)

Florentine commented that the Director should have the flexibility and authority to charge more for special situations such as commercial shoots. Florentine asked if a study could be done to encourage higher garden use.

Eldredge said Director did have authority to increase special fees and the increase in fees would allow the Friends to continue equal support of Arboretum while cutting back on damage to grounds and increasing day time educational use.

Prior felt the Pavilion usage fee was not competitive. Discussion regarding similar locations followed. Mumford asked to see a fee schedule at next commission meeting.

**MSC – Florentine motioned to approve the proposed fee increase.
Seconded by Felz and carried.**

Mumford commended the MySun Foundation for its support of the Arboretum.

OLD BUSINESS

12. Director's Report – Dyment

Dyment said the Yorba Linda Water District asked for help with a presentation on how to improve water usage during drought season. Pongetti and ground staff put together a presentation on how to triage your landscape. Yorba Linda stated that residents did not believe in drought and expected to have little attendance and/or controversial attendance. The presentation was a success and attendance was full capacity and several residents had to be turned away due to lack of space in 150 person capacity room. Pongetti has been asked to give another presentation for those residents who had to be turned away.

Dyment said that Macias attended the Anaheim Regional Transportation Intermodal Center (ARTIC) conference in Anaheim to support sustainability and people in attendance came by the Arboretum table to comment on Pongetti's presentation and let the Arboretum know how successful the presentation had been.

Dyment said the combined events would help the Arboretum capitalize on the sale of drought tolerant plants.

Dyment said that the approval of the 3 major projects would allow the garden to become a Digital Garden. The goal was to engage visitors via their phones using codes and the GIS system and Esri software. Dyment said the first step was to build a base map.

Dyment said with the help of Dr. Carroll (Geography Dept.) and graduate students will build the map.

Dyment said that the idea to GIS the garden came from Dr. Glassburg's recent visit to the Singapore Gardens which is GIS'd and provided information on plants, it's location and included interactive games to make the visit to the garden interactive.

13. Friends Report – Reynolds

Reynolds said the Friends had contributed \$175K to the Arboretum to date and the Friends plan to meet the budget and exceed in contributions.

OTHER BUSINESS

Felz said the City has a great drought response plan in action and they want to reach out to the Arboretum to help with execution. The City is trying to maintain a positive position on water usage by the business community. The City wants residents to reduce the outdoor water usage by 50%. Felz said 80% of water is used for landscape and the State is prepared to start issuing fines. Felz said with Arboretum's help the City can get the message out to the residents. Dyment said the Arboretum is ready to help.

Felz said the area burned by fire at the Brea Dam needs replanting and would like the Arboretum staff to take a look at the area and suggest some drought tolerant plants.

Felz said that the Affordable Housing Act led to the building of the new homes on Orangethorpe and Raymond. The housing tract will include a restaurant run by Monkey Business. Felz said that Monkey Business' relationship with the Arboretum made them eligible to use the space. Felz congratulated the Arboretum and Monkey Business on a successful connection.

Discussion followed regarding baseline water readings for the Arboretum. Dyment said the baseline is from 2013 and was taken by CSUF. Dyment said Arboretum has reduced its water usage by 31%. Prior asked how did the Arboretum lower its water usage. Dyment said it was through conscientious watering.

**MSC – Mumford motioned to adjourn the meeting.
Seconded by Prior and carried.**

ADJOURNMENT

Mumford adjourned the meeting at 4:14 p.m.

The next Commission meeting will be held Wednesday, September 9, 2015

Lucinda Williams, Fullerton City Clerk and
Secretary for the Fullerton Arboretum Commission

By Marta McDaniel

Marta McDaniel, Administrative Analyst and
Recording Secretary for the Fullerton Arboretum Commission

Memo to Commissioners re Commissioner At- Large Applications (Exhibit A)
Draft Budget FY2015-2016 (Exhibit B)
2014-2015 Financial Worksheets (Exhibit C)
Proposed Fee Increase (Exhibit D)