



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Jenkins Estate/Camp Rivendale/Fanno Farmhouse Advisory Committee Meeting**

**Date: March 13, 2007**

**Time: 1:00pm – 3:00pm**

**Location: Jenkins Estate – Main House**

**In Attendance**

Committee Members: Jan Regnier (Chair), Joel Allen, Dean Bobinet, Tom Engel, Shirley Moore, Kate Nilan, Jim O'Connor  
Absent Members: Carol Cartier, Bill O'Brien  
Staff: Lisa Novak, Lynda Myers, Jim MacDonald, Brenda Peterson

- I. Call to Order** 1:05pm by Chairperson, Jan Regnier  
Jan welcomed Shirley to her first Committee meeting.

**Guest Time:**

Jan sent the invitation letter to Doug Menke, General Manager, hoping that he will attend one of our upcoming meetings and discuss the Park District through his eyes and how the Jenkins Estate fits into his vision.

- II. Approval of Minutes**

The Minutes of February 2007 were approved as presented.

- III. Financial Report**

The February report was approved as presented by the Accounting Department.

- IV. Agenda Items**

**A. Grounds Report - Jim**

- Grass mowing has begun. Pam has been assigned the flowerbeds around the buildings.
- Staff have planted about 150 primroses along the Primrose Path. Primula polyanthus is a variety Mrs. Jenkins planted on the grounds.
- The Park District is changing some of the irrigation lines to automated lines. Jim noted that it would cut out 2-3 hours a day of hose-dragging for area watering.
- The Edward Center returned for their annual seasonal work on the grounds. They work 3 days a week, March through October.
- Storm Damage: Jim noted that 4 large trees were lost in the winter storms, 3 in the Rhododendron Garden. Several small trees were lost, but mostly in the natural areas of the property. About 80 hours of initial clean up for the site and then another 60 hours of blown debris clean up.

**B. Superintendent's Report – Lisa**

- The staff met regarding the District's programs budget requests in February. Lisa noted that her first priority was to secure additional funds to complete the lighting of the new sign on Grabhorn and Farmington Roads.

### **C. Center Supervisor Report – Lynda**

- Allan attended a Round-Table discussion at the Berry Botanical Garden this past weekend. Other members included the Directors of the Chinese Garden, Japanese Garden and the Leach Botanical Garden. Allan said that this was a wonderful event and many networking opportunities transpired.
- The wallpaper has arrived for 2 of the 3 bedrooms in the Main House. Lynda will contact the installer to confirm the re-papering dates.
- Staff are organizing and preparing for Camp Rivendale. Staff applications have been sent to past employees and camper registration forms are being prepared for mailing.
- The Huckeba Art Show and Sale will be April 20-22 and Cooper Mountain Vineyards will be serving at the Artist's Reception on Friday evening. Advisory Committee members are welcome.
- Cooper Mountain Vineyards have approached the Jenkins Estate to host a Wine Maker's Dinner. This event will be a 5-course meal with the Vineyard to match specific wines with the catering. The Estate will send out reservation information for this event scheduled for Friday, May 4<sup>th</sup>. The Estate will be providing valet service at the front doors of the Main House with seating for 40 guests. It will be an elegant evening showcasing the Jenkins Estate and Cooper Mountain Vineyards.
- Staff have interviewed and with a few more phone calls on references, are close to hiring a new Evening & Weekend Caterer for social events.
- The RFP process has concluded for Preferred Caterers. The staff have mailed contracts to the 7 returning and new caterers to sign and return prior to April 1<sup>st</sup>.
- Upcoming Events:

April 14, 2007	Spring Tea
April 20-22, 2007	Huckeba Art Show & Sale
April 28, 2007	Rhododendron Show
May 4, 2007	Wine Maker's Dinner
May 12 & 13, 2007	Barefoot Quilt Festival & Plant Sale
August 7, 2007	Summer Celebration (Anniversary Concert)

### **D. New Business: Committee Reports**

#### Garden Report – Dean & Bill

##### Rhododendron Garden:

Dean noted that the garden is beginning to show color with its early bloomers. The Society received a number of new plants to add to the garden.

NOTE: All of the plants are tagged with their name. The Society members are close to purchasing the new signage for each plant.

##### Herb Garden: Bill

I spent some time in the gardens and they are fairly well prepared for the spring planting. I hope to get to that in the next two weeks or so. I transplanted some of the chives from

the garden along the fence into the raised Geranium bed next to Jim's garlic. We had a Braille sign for chives and it seemed like the best spot. Apart from the seed planting, we will want to trim back the lavender on the path from the equipment shed to the garden to give the lavender a chance for new growth, and there will be some minor weeding needed in the shade garden.

Jim and his crew did a fantastic job of trimming back the Heritage roses and restringing the pergola. It really looks nice.

We have scheduled a visit of two students and two instructors from the Oregon School for the Blind on March 21. We hope to get feedback from them on things we can do to make the garden friendlier to our sight impaired visitors.

Fundraiser(s): PLANT SALE

Jan met with staff at Farmington Gardens to discuss purchases of delphinium, scented geraniums ("old fashion"), native bleeding hearts, and hearty geraniums to sell at the Plant Sale.

Tom is starting the wording for the PSAs and will talk with Jenkins staff for distribution as well as other media options.

Archiving – Joel

Joel has spent about \$325.00 on supplies. Kate and Jan are willing to meet to assist in the first organization of items.

Historical – Jim O

Jim received a letter with information regarding George Washington Miller (Miller Hill Road). The family had 86 acres in the area.

JQAY House – Jim O

Lisa mentioned that the Park District will be advertising for an RFP for architect services to begin plans for restoration of the House.

Interior – Jan

See Supervisor Report.

**V. Old Business**

- Camp Rivendale has received the final dollars needed to complete the purchase of the resilient surfacing for under the play equipment and the funding needed for the signage/rock to recognize all of the contributors to complete the project. Lisa will speak with Allan regarding an installation date for the surface.

**VI. Next Meeting will be held on Tuesday, April 10, 2007 at the Main House at 1:00pm.**

The meeting concluded at 2:30pm.

Respectfully submitted,  
Brenda Peterson  
Recording Secretary