

Boren Property Advisory Committee  
October 25, 2024  
DRAFT MINUTES

**1. Call to Order: 10:05 AM**

Roll Call

Board Members Present

Charlsa Boren Bentley  
Barbara Black  
Pete McCaskill  
Karen Kaiser

Board Members Absent

Ken Shetter

Staff in Attendance:

Mary Ann Spaun, Russell Farm Supervisor  
Allison Smith, Deputy Director of Burlison Parks and Recreation  
Pam O'Hearn, Customer Service Attendant/Recording Secretary

Guests in Attendance

Cassandra Havas  
Mark Bentley  
Pat Worrell  
Erin Bentley  
Hilary Bentley

**2. APPROVE THE MINUTES FROM THE BOREN PROPERTY ADVISORY COMMITTEE MEETING**

A. Consider approval of the minutes from the June 14, 2024, meeting. (Staff Contact: Pamela O'Hearn, Customer Service Attendant/Recording Secretary)

The motion was made by Pete McCaskill and seconded by Karen Kaiser to approve.

Motion passed unanimously to approve.

B. Consider approval of the minutes from the August 30, 2024 meeting. (Staff Contact: Pamela O'Hearn, Customer Service Attendant/Recording Secretary)

The motion was made by Pete McCaskill and seconded by Barbara Black to approve.

Motion passed unanimously to approve.

**3. Citizens Appearances**

None

#### **4. Reports and Discussion Items**

**A.** Receive a report, hold a discussion, and provide a recommendation regarding programs, events and maintenance at Russell Farm Art Center. (*Staff Presenter: Mary Ann Spaun, Russell Farm Supervisor*)

Mary Ann Spaun, Russell Farm Supervisor, presented a summary of the events and maintenance at Russell Farm June through October 2024.

**The following discussion, questions and answers are paraphrased and not direct quotes.**

Question: Does anyone complain of the heat in the Chesapeake Building?

Answer: Yes, it does get hot in the Chesapeake Building in the summer.

Question: Is Steve Ross coming back to do an art workshop.

Answer: Bram would love to come April 12<sup>th</sup> or 19<sup>th</sup> 2025 to do a workshop. Steve may be virtual. Negotiate price so that Russell Farm can make money.

There was a comment on the Master Plan. The survey is complete. Data is being compiled for review.

Russell Farm is in the Master Plan. Would like to add an addendum to the Master Plan improvements, Garage upgrade to be used as an artist workshop and extend the Dairy Barn or a Dairy Barn annex building.

What would BPAC like to see? Details up for discussion for later.

Garage dedicated art space. Chesapeake to be used as overflow for art.

HVAC Chesapeake?

Wildscape improvement.

Accessibility issues

Roads washing out. Roadways are already established around the farm.

Concrete over or blacktop over so that people can get from place to place.

Charlsa Boren Bentley said she is amenable to this being done in stages and added to the master plan. Allison Smith, Deputy Director of Burleson Parks and Recreation stated that this is not on today's agenda.

Maintenance issue-the driveway, manage the issues to the best of time or money.

Natural and native plants at the front of the Boren house. Would like to

see the front yard match the back. Wildscape needs to be irrigated to

maintain the trees and plants. Add Louise Boren's touches to the farm.

Trails around the farm: Stops on Art Trail, History Trail and Wildscape Trail.

Would like to have art in the wildscape. It was suggested that metal art be used in the wildscape.

Question: Are there artists in the network who do metal art?

Reply: Mansfield artists who make kaleidoscopes. Have/make a Burleson

Art map. Something natural in the wildscape. Push to get wood art in the farm. Maybe not possible. Have people sign a release of liability while they are using equipment at the farm.

Question: Are the facilities available for wood sculptors to come at teach? Propose Chesapeake be used for wood. Guest artists want exhibit space to show and sell. Garage space to exhibit and a place to store existing art along a place for artists weekly – Saturday morning sketch group.

Art space has different needs than wood carvings. For the future in the Master Plan should be an annex for wood, in back of the Dairy Barn. Art annex, gallery space and shop space are needed.

Upgrade the plumbing and restroom space into a separate restroom building. Put it between the Chesapeake building and Hay Barn.

QR Codes at Russell Farm, would like a future discussion as how to use the QR codes. Will it bring user to a website or audio information? Where to use? Just at the house? QR code is the same as a website address, if the city has capability to do audio files.

No one is allowed in the house without a docent. Barbara is trying to learn QR codes. QR codes don't work in the house as folks aren't allowed to be alone. A tour is better in the house than a QR code. There is value in recording Barbara Black and the docents.

QR code for outside for history of the buildings. Something a person could read or listen to.

Interactive QR codes where people can go alone. Virtual tour of the house online with 2-3 items in each room. Have docents be recorded. Charlsa has recordings of Louise Boren.

Need information on the widening of CR 714. It's a 38-million-dollar project that starts next year; it is a 2-year project. Will the farm be accessible? Will the construction affect the scrub trees at the fence line and not the oak trees? Charlsa needs information on what will be done in front of the farm. There is a concern of how the construction will affect the 150<sup>th</sup> Anniversary celebration, events and festivities.

Security needs to be in the budget for electric gates and keypads. In next years budget. The road is being widened, may need to move gate and fences. May need to wait on the gates.

Arborist report should have the city arborist identify dead and dying trees. Have trees trimmed and dead trees removed as a winter project. Focus should be on the left side.

Signage and maps, have a large sign at the front to explain what the farm is about and welcome the public to the farm, explain that it is city owned. \$3000 for the sign. Look for donations. Need plans for the sign. Karen Kaiser said that the artists would like to be part of planning the sign.

Victrola- no repair person has been found to look at and repair the Victrola. It was suggested to look out of state for a repair person.

Garage conversion, Allison needs to have plans to look at before fixing the foundation. There is a rough estimate of \$41,800 to repair the garage and make it a workable space for the artists. Needs to be presented to the parks board.

Is the city amenable to matching funds? It would need to be a grant. The budget is set for this year. Need to start planning for next years budget for 2024-2025. Budget planning begins in February.

There has been \$10,000 raised and are \$31,000 short. Is it correct that the city couldn't approve funds until October 2025? Maybe the city could do it in phases.

According to the Use Agreement, the footprint of the building can't be increased. Use the space that was the greenhouse to put in a bathroom or a bathroom at the covered patio area It was suggested to revisit this at a later date.

What are the action items on the garage? How do we move forward?

We need to get quotes.

Need to work with the contractor Dan.

Is it possible to pitch the city, under the ADA umbrella?

Allison Smith stated that they are two separate issues, garage conversion and ADA compliance.

Hillary Bentley stated that it was out of scope if you do a separate stand-alone bathroom on the property.

Charlsa Boren Bentley stated that the first action item is to get quotes and present to the city.

Karen Kaiser stated that the HVAC in the Chesapeake building is Important.

**B.** Receive a report regarding activities of the Historical Advisory Committee at Russell Farm Art Center. (Contact: Barbara Black, Historical Advisory Committee Chair) Barbara Black gave a report on the activities of the Historical Advisory Committee. Using information from corrected script from Charlsa Boren Bentley and Louise Boren. Identifying three items from each room with explanation to enhance the tours. Information cards at the entrance of each room to enhance the tour for hearing impaired people. To cut down on clutter in the rooms limit the information cards to 120 characters, following museum standards. Staff members and/ or docents to lead all tours. Expand tours to weekdays by appointment.

**The following discussion, questions and answers are paraphrased and not direct quotes.**

Look at cost and have the farm pay for information cards for the home and installed by January.

Private individual tours and field trip tours will increase numbers.

**C.** Receive a report regarding activities of the Art Advisory Committee at Russell Farm Art Center. (Contact: Karen Kaiser, Art Advisory Committee Chair) Gave a report on the activities of the Art Advisory Committee. Karen stated that the Saturday morning sketch group is growing. There is good attendance at the monthly art classes. Tim Brys from the Perot Museum wrote a children's book and will be presenting it at the Red Chair Lecture October 26, 2024.

**The following discussion, questions and answers are paraphrased and not direct quotes.**

Promote activities? The farm has a \$400. Budget for signage and banners for events.

Need to get with marketing and have them put a separate button in parks website for Russell Farm.

Talk to marketing and see if Russell Farm can have an Instagram account.

## **5. General**

**A. Consider approval of the repair of the security gate panel at Russell Farm Art Center. (Contact Person: Mary Ann Spaun, Russell Farm Supervisor)**

*A motion was made by Pete McCaskill to approve the repair of the security gate panel. The motion was seconded by Barbara Black. The motion passed unanimously.*

**B. Consider approval of the addition of a Donation Box at Russell Farm Art Center Boren House porch. (Contact Person: Mary Ann Spaun, Russell Farm Supervisor)**

*A motion was made by Pete McCaskill to approve the addition of a Donation Box at Russell Farm Art Center Boren House porch. The motion was seconded by Karen Kaiser. The motion passed unanimously.*

**C. Consider approval of the addition of a worm bed at Russell Farm Art Center community garden. (Contact Person: Mary Ann Spaun, Russell Farm Supervisor)**

*A motion was made by Karen Kaiser to approve the addition of a worm bed at Russell Farm Art Center community garden. The motion was seconded by Pete McCaskill. The motion passed unanimously.*

**D. Consider approval of the removal of the front chain link fence at Russell Farm Art Center Boren House. (Contact Person: Mary Ann Spaun, Russell Farm Supervisor)**

*Charlsa Boren Bentley asked that this item be tabled and addressed at a later date.*

**E. Consider approval of the addition of the donated rain barrels at Russell Farm Art Center. (Contact: Mary Ann Spaun, Russell Farm Supervisor).**

Pete McCaskill made a motion to approve the addition of the donated rain barrels at Russell Farm Art Center. Karen Kaiser seconded the motion. The motion passed unanimously.

**F. Consider approval of the removal of the exit fence line at Russell Farm Art Center. (Contact: Mary Ann Spaun, Russell Farm Supervisor)**

Karen Kaiser made a motion to remove a portion of the exit fence line at Russell Farm Art Center. Barbara Black seconded the motion. The motion passed unanimously.

**G. Consider approval of the Russell Farm Art Center maintenance items discussed at the previous meeting. (Contact Person: *Mary Ann Spaun, Russell Farm Supervisor*)**

**6. Community Announcements**

None

**7. Board requests for future agenda items or reports.**

**Set 2025 meeting dates, February 21, 2025, June 13, 2025, October 24, 2025.**

**Adjourn**

There being no further business, a motion to adjourn was made by Pete McCaskill and seconded by Karen Kaiser. Motion to approve passed unanimously.

Chairperson Charlsa Boren Bently adjourned the meeting.

Time – 12:26 PM

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Pam O'Hearn, Customer Service Attendant - Recording Secretary