



City of Farmers Branch

Minutes

Farmers Branch City Hall
13000 Wm Dodson Pkwy
Farmers Branch, TX 75234

Arts & Culture Committee

Wednesday, September 17, 2025

6:00 PM

Community Services
Conference Room

Absent	1 – Alternate Chris McGuire
Presiding	1 – Chair Amy Cave
Present	7 – Member Rita Ford, Member Jennifer Evans, Member David Moore, Member Chris Stevenson, Member Dawn Valentine, and Alternate Tad Perryman
Staff	4 – Bonnie Neuman, Historical Cultural Specialist Jessica Alvarado, Recreation Superintendent Mark Moffeit, Recreation Superintendent Tara Bradley, Park Planner

A. CALL TO ORDER

The meeting was called to order by the Committee Chair, Amy Cave at 6:00 p.m.

B. CITIZEN COMMENTS

This agenda item provides an opportunity for citizens to address the Board or Committee on any matter that is not posted on the agenda. Anyone wishing to address the Board or Committee should complete a Citizen Comments Registration Form and submit it to the Board Liaison or Board Chair prior to the start of the meeting. There is a three (3) minute time limit for each citizen to speak with a reasonable limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic item. Anyone wishing to speak shall be courteous and cordial.

The Board or Committee is not permitted to take action on any subject raised by a speaker during Citizen Comments. However, the Chair may have the item placed on a future agenda for action; refer the item to the City Administration for further study or action; briefly state existing City policy; or provide a brief statement of factual information in response to the inquiry.

There were no comments made.

C. AGENDA ITEMS

25-735 Consider approval of the August 20, 2025 meeting minutes; and take appropriate action.

Vice Chair Brianna Cattell moved to approve the minutes of the August 20, 2025 meeting as written. Member David Moore seconded. Motion carried by the following vote:

Aye 6 – Member Rita Ford, Vice Chair Brianna Cattell, Member Jennifer Evans, Member David Moore, Member Chris Stevenson, and Member Dawn Valentine.

25-743 Discuss Election of Committee Officers; and take appropriate action.

Member David Moore recommended we continue with the same slate of officers.

- Chair: Nominations

Amy Cave

- Vice Chair: Nominations

Brianna Cattell

- Secretary: Nominations

Dawn Valentine

Member Jennifer Evans moved to accept David Moore's recommendation to continue with the same slate of officers, Chris Stevenson seconded. Motion carried by the following vote:

Aye 6 – Member Rita Ford, Vice Chair Brianna Cattell, Member Jennifer Evans, Member David Moore, Member Chris Stevenson, and Member Dawn Valentine.

25-736 Receive Sub-Committee updates; and take appropriate action.

Artist Outreach – Member Jennifer Evans, Member Rita Ford, and Member Chris Stevenson

- The sub-committee drafted a letter regarding the new yard signs. Staff will send an email notification to artists listed in the directory.
- Yard signs will be available for pick-up at upcoming fall events, with committee volunteers distributing them. Events include *Haunts and Houses*, *Halloween in the Park*, *Branch Arts Live*, and the *Day of the Dead Celebration*.
- Discussed adding a QR code at pick-up locations for new artists who wish to join the directory.
- A possible Artist Exchange event is being considered for spring 2026.

Arts & Culture in Public Spaces – Alternate Chris McGuire, Alternate Tad Perryman, and Member Chris Stevenson

- Park Superintendent Mark Moffeit and Park Planner Tara Bradley provided an update on the Westside Art Trail. The Parks team will finalize locations west of Luna Road along Mercer Parkway.
- The sub-committee inquired about a timeline for installations; Superintendent, Mark Moffeit was hopeful for completion by the end of 2025.
- Discussion of creating a handout for the community introducing the three new art pieces, including background information about the art and the artists.
- The committee suggested hosting an unveiling event once the art pieces are installed.
- Staff provided an update on the sports-themed designs for the electrical box wraps.

Strategic Planning – Member Rita Ford, Member David Moore, and Alternate Tad Perryman

- The sub-committee did not meet.

Arts & Culture Festivals – Chair Amy Cave, Vice Chair Brianna Cattell, and Secretary Dawn Valentine

- *Branch Arts Live* will be held Sunday, October 26, 2025 from 12:45–4:00 p.m. at Gussie Field Watterworth Park.
- New tap board coating was presented.
- Local students will have artwork available for sale.
- A mariachi band will perform, with a pre-show beginning at 12:45 p.m.
- Nuevo Leon will provide food for sale.

Events Review – Member Jennifer Evans and Alternate Chris McGuire

- Member Jennifer Evans gave the September 4, 2025 meeting updates.
- Gateway to the Globe sub-committee will begin in November.
- A complete calendar of City events is now available on the updated website. Feedback forms for reporting issues with the site are also available online.
- Sign-up sheets for volunteer opportunities at fall and winter events were distributed.
- *Halloween in the Park* will take place on Saturday, October 25, 2025, at the Historical Park from 5–10 p.m. Boo Passes for residents will be available beginning October 1. Non-resident tickets will go on sale October 13. Tickets are required for all guests entering the gates.
- *Christmas Carnival* will be held on Saturday, December 6 at the Historical Park.
- Northaven Trail discussion of semi-permanent stickers to market and advertise upcoming City events.
- Under this sub-committee, members may share feedback on any City activities or events they attend.
- The next sub-committee meeting is scheduled for Thursday, October 2 at 6:00 p.m. at City Hall.

25-738 Discuss agenda items for future Arts & Culture Committee meetings.

- All future items will be discussed under sub-committees.
- Update provided on the Sister City program.
- Literature brochure in development for art pieces being installed along the Westside Art Trail.
- Confirm date in November for Arts & Culture Committee update to City Council.

D. ADJOURNMENT

Vice Chair Brianna Cattell moved to adjourn the meeting. Member Chris Stevenson seconded. Motion carried unanimously. The meeting adjourned at 7:03 p.m.

Chair

Attest