



# City of Farmers Branch

## Minutes

### Arts & Culture Committee

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

Wednesday, November 19, 2025

6:00 PM

Community Services  
Conference Room

<b>Absent</b>	1 – Alternate Chris McGuire
<b>Presiding</b>	1 – Chair Amy Cave
<b>Present</b>	7 – Vice Chair Brianna Cattell, Member Rita Ford, Member Jennifer Evans, Member David Moore, Member Chris Stevenson, Member Dawn Valentine, and Alternate Tad Perryman
<b>Staff</b>	3 – Bonnie Neuman, Historical Cultural Specialist, Robert Diaz, Director of Parks & Recreation, Jessica Alvarado, Recreation Superintendent

#### **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**

**25-815 Consider approval of the October 15, 2025 meeting minutes; and take appropriate action.**

Jennifer Evans made a motion to approve the minutes of the October 15, 2025, as presented. The motion was seconded by Chris Stevenson. Motion carried.

**25-817 Receive Sub-Committee updates; and take appropriate action.****Artist Outreach – Member Jennifer Evans, Member Rita Ford, and Member Chris Stevenson**

- Sub-committee met today at 5 pm to discuss yard sign distribution. The idea is to create a plan to distribute Arts and Culture Yard signs to each artist in the Artist Directory. Members want to hand-deliver signs to each artist's home or business. An updated list will be provided by Bonnie that will include any artists who have already received their sign. Contact will be made first before door-to-door distribution begins.
- Yard signs will be available for pick-up at 2026 events, with committee volunteers distributing them.
- Next Artist Exchange to possibly be held in March 2026.

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

- Westside Art Trail has no new updates.
- Staff provided an update on the utility box wraps. Installation for the sports-themed boxes has been completed. Perfect timing for the Pickleball Tournament. Two more floral box wraps are scheduled to be completed in the very near future. The Animal Adoption utility box wrap graphic was shown to committee members and loved by all.
- Location for the sports utility box wraps is at Marsh Lane and Brookhaven Club Drive, and Valley View Lane at Dennis. The Floral utility box wraps will be located at Valley View Lane and Webb Chapel, and Valley Branch and Valley View Lane on the west side.
- Utility box contest proposal draft information should be emailed to Bonnie before the end of 2025. Once approved, the contest can begin in early 2026.
- Discussed well-utilized spaces around the Dallas area for art. Farmers Branch bus tour to happen in early 2026.

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

- The sub-committee did not meet.
- City Council did approve the 2026 calendar at last night's City Council meeting.
- New for 2026, a joint board chair committee for strategic planning, with the first meeting scheduled on January 13, which Chair Amy Cave will attend.
- November 18, Chair Amy Cave presented the Arts and Culture Committee 2025 update to City Council.
- Boards and Commissions Banquet will be held on February 21, 2026, at the Branch Connection.

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

- *Branch Arts Live* was held on Sunday, October 26, 2025, from 12:45–4:00 p.m. at Gussie Field Watterworth Park with over 500 people in attendance.
- 46 Performances
- Local high school and college students had booths with artwork available for sale. All proceeds went back into the school's programs.
- Mariachi band performances, with the pre-show beginning at 12:45 p.m.
- Nuevo Leon provides food and beverages for sale. Many guests bought food items.
- Arts and Culture yard sign give-away to local artists in the artist directory. Committee members signed up and volunteered at this event. Total group effort. Thank you!
- Tentative 2026 date is Sunday, October 25, same location.
- 2026 suggestions, 10 x 3 banner to hang at pavilion with event name, double-sided. One side to welcome guests, one side for picture taking.
- 2026 participant collector pins.

- 2026 audience collector stickers.
- 2026 addition, 4 x 4 squares to paint and possibly showcase at the Manske Library.
- Pictures to post on social media and website.

**Gateway to the Globe – Member Jennifer Evans**

- Member Jennifer Evans gave the November 6, 2025, meeting updates.
- Gateway to the Globe is scheduled for March 28, 2026.
- The sub-committee is looking at the timeframe of the event.
- Create a general form for interest in the event to include food vendors, artists, cultural vendors, etc.
- A complete calendar of City events is now available on the updated website.
- One big stage for 2026.
- QR code will be created for this event.
- *Day of the Dead Celebration* held on October 30 was a huge success, celebrating Hispanic culture in the community. Thank you to our committee members who volunteered. A big thank you to our local school district and community college for participating in the wonderful event.
- Many holiday events are happening around the City throughout December. Volunteers are always needed. Please reach out to Jennifer Evans if interested.
- Under this sub-committee, members may share feedback on any City activities or events they attend.
- The next sub-committee meeting is scheduled for December 4, at 6 pm at City Hall.

**25-818      Discuss agenda items for future Arts & Culture Committee meetings.**

- All future items will be discussed under sub-committees.
- Send our committee members to other board meetings to get ideas on how to partner with each other.
- Add art elements to already existing events. Look at the 2026 City calendar.
- Rotating art exhibits at City buildings, Manske Library, The Branch Connection, and others. What are the criteria for displaying artwork? Develop guidelines and rules.
- Do the Arts and Culture Committee's ideas fit into the 2026 Strategic Plan of the City?
- The Arts and Culture Committee will begin meeting at Venue 1842 for 2026.

**D.    ADJOURNMENT**

Member Jennifer Evans moved to adjourn the meeting. Vice Chair Brianna Cattell seconded. Motion carried unanimously. The meeting adjourned at 6:59 p.m.

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Chair

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Attest