



## Boren Property Advisory Council Agenda

Friday, February 10, 2023  
10:00 AM

Russell Farm - Chesapeake  
Building, 405 W. CR 714  
Burleson, TX 76028

1. Call to Order: 10:00 AM

2. General

A. Consider approval of the September 23, 2022 meeting minutes. *(Staff presenter: Pam O'Hearn, Recording Secretary)*

3. Citizen Appearances:

Each person in attendance who desire to speak to the Board on the items NOT listed on the agenda speak during this section.

4. Reports and Discussion Items:

A. Receive a report and hold a discussion regarding activities of the Historical Advisory Committee. *(Presenter: Barbara Black, Historical Committee Chair)*

B. Receive a report and hold a discussion regarding activities of the Art Advisory Committee. *(Presenter: Tom Sale, Art Committee Chair)*

C. Receive a report regarding programs, events, and operational projects at Russell Farm. *(Staff Presenter: Mary Ann Spaun, Supervisor)*

D. Receive a report, hold a discussion, and give staff direction regarding an accessory structure condition assessment. *(Staff Presenter: Jessica Martinez)*

5. Board Requests for Future Agenda Items or Reports

6. Adjourn

Jen Basham  
Director of Parks and Recreation  
jbasham@burlesontx.com  
817-426-9201

### CERTIFICATE

I hereby certify that the above agenda was posted on this the 7th of February 2023, by 10:00 a.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.

Amanda Campos

City Secretary

**ACCESSIBILITY STATEMENT**

The Russell Farm Chesapeake is wheelchair accessible. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.

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## Boren Property Advisory Council

**DEPARTMENT:** Parks and Recreation – Russell Farm Art Center

**FROM:** Jen Basham, Director

**MEETING:** February 10, 2023

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**SUBJECT:**

Consider approval of the September 23, 2022 meeting minutes. *(Staff presenter: Pam O'Hearn, Recording Secretary)*

**SUMMARY:**

**OPTIONS:**

**RECOMMENDATION:**

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**FISCAL IMPACT:**

**STAFF CONTACT:**

Jen Basham  
Director of Parks and Recreation  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
817-426-9201

**BOREN PROPERTY ADVISORY COUNCIL**

**September 23, 2022**

**DRAFT Minutes**

**Call to Order:** Charlsa Boren Bentley, Chair at 10:03 AM

**Roll Call**

**Board Members**

Present:

Charlsa Boren Bentley, Chair

Barbara Black

Pete McCaskill

Tom Sale

WL Sanders

**Staff**

Mary Ann Spaun, Russell Farm Supervisor

Pamela O'Hearn, Customer Service Attendant/Recording Secretary

**1. Consider Approval of minutes from the January 21, 2022 regular meeting (Staff Presenter: Mary Ann Spaun, Russell Farm Supervisor)**

Motion was made by WL Sanders and seconded by Tom Sale

to approve the January 21, 2022 minutes.

Motion Passed: Yes

**2. Receive a report and hold a discussion regarding the operational activities of the Russell Farm Art Center. (Presenter: Mary Ann Spaun, Russell Farm Supervisor)**

Russell Farm Supervisor Mary Ann Spaun reported on Farm Activities, which includes community events and learning opportunities and responded to board members comments and questions.

**Key Discussion points:**

Pete McCaskill offered to help with the Sip and Science classes-Pete has a telescope.

W.L. Sanders would like the Friends of Russell Farm to be more responsive with receipts and acknowledgements of money sent to them.

**3. Receive a report and hold a discussion regarding the Art activities at Russell Farm Art Center. (Presenter: Tom Sale, Art Council Chairperson.)**

Russell Farm Art Council Chair Tom Sale reported on Art Activities, which includes weekly open art studio, Red Chair Lectures.



**Key Discussion points:**

Suggestions were made that we should open up the Saturday Open Art Studio to musicians and other art mediums.

Tom said that he has a goal to remodel the closet in the Baker Building to showcase our wood sculptures.

**4. Receive a report and hold a discussion regarding the activities of the Russell Farm Historical Advisory Committee Chair) Historical Advisory Committee (HAC) Chairperson Barbara Black reported on the HAC activities and responded to board members' comments and questions.**

**Key discussion points:**

W.L. Sanders told what a Cistern is and how it is different than a well. That he grew up with one at his home and that they are not common anymore.

**5. Meeting Dates for 2023:** January 20, 2023, May 12, 2023, October 20, 2023

**Adjourn**

There being no further business, Chair Charlsa Boren Bentley Adjourned the meeting.

**Time:** 11:19 AM

**Pamela O'Hearn, Recording Secretary**

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## Boren Property Advisory Council

**DEPARTMENT:** Parks and Recreation – Russell Farm Art Center

**FROM:** Jen Basham, Director

**MEETING:** February 10, 2023

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**SUBJECT:**

Receive a report and hold a discussion regarding activities of the Historical Advisory Committee.  
(Presenter: Barbara Black, Historical Committee Chair)

**SUMMARY:**

The Historical Advisory Committee is a team working together to assist in efforts that help preserve the history of Russell Farm Art Center. These efforts are not limited but include assisting with community events, historical tours, and Russell Farm activities.

**OPTIONS:**

**RECOMMENDATION:**

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**FISCAL IMPACT:**

**STAFF CONTACT:**

Jen Basham  
Director of Parks and Recreation  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
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Historical Advisory Committee BPAC Report  
February 3, 2023  
Submitted by Barbara Black, Historical Committee Advisory Chair

A summary of the previous BPAC meeting was shared with the members of The Historical Advisory Committee members. The members were reminded it is an open meeting and they are welcome to attend.

The cistern sign has been erected at the Russell Boren Home. Signs for the windmill, the large rock that was used in the past to sharpen blades on the farm, and the water tower are under consideration.

Historical Advisory Committee members participated in a tourism event planned by the City of Burleson. Members were greeters, docents, and guides for the event.

Tours of the Russell Boren Home were given during October (4), November (4), December (86) and January (9). Guests were from Burleson, Alvarado, China Spring Arkansas and Hillsboro.

Volunteers and members of the Historical Advisory Committee decorated the Russell Boren Home for the Christmas season. The dedicated group returned for the undecorating and packing of Christmas items. The staff of Russell Farm is to be commended for their help in assisting with the trees and storage bins.

The Historical Advisory Committee takes a winter break during January and February and does not meet. This is a quiet time at the farm. Monthly updates are sent to the members by the Chairperson. The Historical Advisory Committee will resume March 7, 2023.

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## Boren Property Advisory Council

**DEPARTMENT:** Parks and Recreation – Russell Farm Art Center

**FROM:** Jen Basham, Director

**MEETING:** February 10, 2023

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**SUBJECT:**

Receive a report and hold a discussion regarding activities of the Art Advisory Committee.  
(Presenter: Tom Sale, Art Committee Chair)

**SUMMARY:**

The Art Advisory Committee is a team working together to assist in efforts that help preserve the art of Russell Farm Art Center. These efforts are not limited but include assisting with community events, programs, and art receptions.

**OPTIONS:**

**RECOMMENDATION:**

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**FISCAL IMPACT:**

**STAFF CONTACT:**

Jen Basham  
Director of Parks and Recreation  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
817-426-9201



**Art Advisory Committee BPAC Report  
February 3, 2023  
Submitted by Tom Sale, Art Committee Chair**

Weekly continuation of Saturday morning sketch group every Saturday 9:00 am to 12:00 pm

2 Successful Red Chair lectures.

September 23, 2022 Jared Dunton.

October 21, 2022 Hans Schwalm.

Jaren Dunton returned September 24, 2022 to visit with our Saturday sketch group artists.

Over \$8,000 has been raised to date towards a goal of \$15,000 for future art studio building project.

5 artists set up for Christmas on the Farm and raised \$1000 for studio building project.

Exhibition in the Baker Building gallery by Maria Villa with 100% of sales graciously donated to the Friends of Russell Farm toward the remodel of the garage to be the future, Art Studio.

Donation of a huge amount of woodshop equipment from former chairman of TCU art department. An inventory of all items was done and turned in with a donation receipt.

Beginning of renovation for baker building gallery "mini gallery" which will house Charlie Boren's students work. We plan an unveiling at Gary Burkin's Red Chair Lecture in February.

Karen Kaiser put together materials for 2 public events at the farm for all day kid's crafts. This was done in part thanks to a faculty grant Karen received from Hill College.

Christmas holiday craft classes originally planned by Jana Perkins were covered by our Saturday morning artists in her absence.

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## Boren Property Advisory Council

**DEPARTMENT:** Parks and Recreation – Russell Farm Art Center

**FROM:** Jen Basham, Director

**MEETING:** February 10, 2023

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**SUBJECT:**

Receive a report regarding programs, events, and operational projects at Russell Farm. (*Staff Presenter: Mary Ann Spaun, Supervisor*)

**SUMMARY:**

Russell Farm Art Center is dedicated to the development and support of the visual arts, cultural awareness and the preservation of the historic lands. In addition, the farm offers many learning opportunities and hosts city-wide and community events.

**OPTIONS:**

**RECOMMENDATION:**

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

**FISCAL IMPACT:**

**STAFF CONTACT:**

Jen Basham  
Director of Parks and Recreation  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
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**Russell Farm  
Art Center**

## **Russell Farm Supervisor: Report Recap of 2022**

### **Special Events: Participants – 5,402**

**Our events draw families from our community of all ages. Most all our events include an opportunity to engage with a hands on experience in art, nature, and history.**

**Easter Egg Hunt:** Ages 4 and under. Children enjoy hunting eggs, pictures with the Easter Bunny as well as take a picture with the Russell Farm donkeys. This is a free event.

**Autism Awareness Event:** Partnered with Austin Autism Adventures to offer a circus themed event. The farm was full of activities to challenge those with special needs with prizes at each booth. This was a free event.

**Arbor Day:** Service project with a group of 20 volunteers planted 5 fruit trees and planted flowers to beautify the front of the Russell Boren home. Master Gardeners had a booth set up to educate those who attended about gardening in Texas. Red Chair Art Lecture speaker covered historical trees around the United States. A bird walking tour was offered that day on the nature trails of the farm. This was a free event.

**10 Year Anniversary Celebration:** A ceremony was held to honor the Boren family who donated Russell Farm 30 acres to the City of Burleson in 2012. Members from our City Council and Mayor attended the event and personally thanked Mrs. Boren and her daughter.

**Texas Heritage Festival:** This is our 5<sup>th</sup> annual event where we celebrate the heritage of Texas Farming in the early days of Burleson. Visitors enjoy a hayride, old time traditional music, arts and crafts. Chuck wagons and cowboys are there to demonstrate what life was like on the trail with outdoor cooking and teaching roping. This was a free event.

**Watermelon Day:** The farm offered watermelon to all our visitors along with a chance to cool off in a kiddy pool and run through water sprinklers. This was in conjunction with July and National Parks and Recreation month. This was a free event.

**AG Day:** We partner with the Johnson County Agriculture Extension department, Centennial and Burleson High School FFA (Future Farmers of America) in order to offer third grade students a hands-on experience learning about where food comes from and how to care for animals. FFA students bring cows, sheep, goats, chickens, rabbits for their presentations. Southwest Mobile Dairy attends AG Day and offers milking demonstrations. This was a free event.



**Fall Fest:** This is an evening event where we offer hayrides as the sunsets on the nature trails of the farm. A mechanical bull, train rides, arts and crafts are some of the activities our guest get to enjoy. This is a free event.

**Date Night Experience:** Russell Farm Art Center hosted its first date night experience event. The event maxed out with 35 registered couples. We plan to continue offering the event seasonally.

**Far Out Family Camp Out:** Families enjoy the peacefulness of the farm environment. Master Naturalist lead a nature walk in the back of the trails. The stock pond is open for a fishing experience. Cook out, fishing, playing Bingo for prizes, a movie and much more!

**Breakfast with Santa:** The farm host this event for the Burleson Recreation Center. Tickets are sold for this breakfast. Families get a full pancake breakfast, a picture with Santa, fun activities and visit from area school choirs singing Christmas Carols.

**Nights of Lights:** The farm stays open extended hours for 4 days till 8:00 pm to provide a holiday experience for our community to enjoy the beauty of the Christmas lights while sipping on a free cup of cocoa. A fire pit and live Christmas music makes the evening a fun place for visitors. This is a free event.

**Christmas on the Farm:** Live music throughout the day including a BISD Elementary choir, Christmas play by Kerr Middle School, The Buttermilk Junction, and Texas Traditions Chorus. Hayrides are a favorite on the back nature trails of the farm. A Native American hiding in the woods comes out to greet the passing hayride. Musicians also in the woods to entertain those passing by on the hayride. The Chesapeake building is shared by vendors and free arts and crafts for families to make together. Our focus is for families to experience an old fashion Christmas when attending our event. This is a free event.

### **Programs and Activities: Participants 3,008**

We offer a wide range of classes that provides hands on experience with nature, history and art.

Open Art every Saturday from 9:00 – 12:00 pm. Artist brings their own supplies to paint or sketch. There is a still life set up each week with a different theme.

Steve Ross Painting Workshop: Participants came from as far as Hawaii, Oregon, California, in addition to various cities in Texas such as Austin, Houston, and San Antonio. This program had 208 participants take the art workshop with Steve Ross.

Science Classes were added this fall of 2022 for youth as well as adults offered through Full Steam Ahead LLC.

Archery classes were offered weekly through spring and summer 2022 and will return this spring of 2023.

Field trips to the farm from BISD schools as well as private schools, and senior centers.

The Russell Boren Home is open for tours every first Saturday from 10:00 am to 2:00 pm except for Christmas on the farm is the second Saturday in December. Docents tell stories of the 135 years that this farm was in one family. The home is full of antiques that visitors can learn about how they were used in the early days of the farm.

Canning Classes once a month on Saturdays have been a great hit! Friendships have been formed and many repeat customers. Most all classes reach the limited spaces and had to a waitlist. Since all supplies are included people like to just show up can with others and leave with their very own jam, pickles, or salsa to take home. This class offers an opportunity for people to learn together so that they can go home and teach others.

### **Summer Camps:**

Fun on the Farm Camp is offered for ages 6-8 years old and 9 to 12. Children learn about fishing, donkey care such as grooming, feeding, and leading them around the farm, nature hikes as well as an art project.

Horse Camp was a new camp being offered in June. We had 20 campers learn proper safety standards, how to groom, saddle and ride a horse. Support came from the Johnson County 4-H Horse project volunteers. The camp ended with a nature trail ride through the back woods of the farm. This camp had a waitlist that we were not able to fit into our camp.

Art Camps was held three weeks in July both ages 6-11 and a teen art camp.

Art Camp for Adults was offered all day on a Saturday in August.

### **Workshops:**

A three part series of wood carving class was offered in the fall of 2022 and will return in the spring 2023.

Herbal workshop was offered by the Native Prairie Association in spring of 2022 and will return in 2023.

Arborist Jason Attwood did a workshop in May of 2022 covering topics of the proper way to take care of different types of trees.

Gardening Workshops offered by the Johnson County Master Gardeners through out the spring and summer. Topics included container gardening, how to build a container garden, seasonal planting, installing of irrigation drip system for vineyard, how to get information from the Texas A&M website.

**Private Rentals: 4,263 participants**

Russell Farm offers two building to host your special occasions such as wedding, birthday parties, graduations, company picnics, and banquets.

Chesapeake building is 1,800 square feet with capacity to host 100 guests it is climate controlled and has a private restroom inside. All tables, chairs are included.

Hay Barn a rustic three-sided barn can seat 40 guests with a private restroom, parking behind the barn for easy access.

**Operational Projects Recap 2022**

**Dairy Barn:** This building housed tools, paints, repair items, and was used as a workshop area. Inside was a supply closet that housed all kinds of supplies such as light bulbs, trash can liners, and cleaning supplies. This building is now reserved as an art gallery for only Charlie Boren's Art sculptures. Replaced wood on the walls, removed Jacuzzi tub that at one time was used from the previous owner Charlie Boren. Poured new concrete in the supply closet after removing the tub, sanded and refinished walls. This is now a mini art gallery of Charlie Boren's relief carvings. Added special lighting in gallery spaces. Added a ramp for handicap accessibility at the back entrance of the Dairy Barn.

**Wood Shop:** The west end of the Baker building had a room that housed some tools, but mostly items that had been kept there for years which had not benefit to the farm. Foundation was repaired in 2021 in hopes that one day this space would serve as a wood shop. 2022 removed all items, refinished the walls, and added shelving. Relocated the tool boxes and tools that were housed in the Dairy Barn to the new wood shop area. Replaced an old tarp that served as a door for years with a custom made sliding barn door. The labor of this door was donated by a volunteer of the farm. This now completes our new space called the wood shop where we can offer classes and repairs that need to be done for the farm on a daily basis.

**Chesapeake Building:** The farm was in need for additional classroom space. A wall with 4 sliding barn doors was added to offer two classes at the same time. This can be opened to offer a large space when needed. Fresh paint on all walls and cabinets inside. A handicap ramp was added to the entrance of the Chesapeake building.

**Year-End Report: Detailed Breakdown**  
**January 2022 through December 2022**

<b>Private Events/Rentals</b>	<b># of Rentals</b>	<b>Attendance</b>
<b>Wedding related</b>		
Bridal/Wedding Shower	1	45
Wedding Rehearsal	2	70
Wedding Shower	1	35
Weddings	6	495
Engagement Party	1	75
<b>Business Rentals</b>		
Company Parties	1	300
Company Picnic	2	570
Stribling PTO Fall Fest	1	350
Photography	1	40
<b>Special Occassions</b>		
Anniversary Party	0	0
Austins Autism Adventures Fundraiser	1	50
Baby Showers	5	260
Birthday Party	12	745
Celebration of Life	2	125
Christmas Party	3	229
Decorate Venue	0	0
Easter Egg Hunt	1	70
Family Reunions	3	165
Graduation Parties	4	310
Receptions	1	55
<b>Miscellaneous Visitors/ Meetings</b>		
City / Commerce Tour	1	12
Friends of Russell Farm	10	78
Historical Committee	7	48
Meeting (KBB)	1	10
Photography-non rental	12	48
Visitors to Farm		78
<b>Total Private Events/Rentals</b>	<b>79</b>	<b>4,263</b>
<b>Special Events</b>	<b># of Events</b>	<b>Attendance</b>
<b>Fall / Winter</b>		
Far Out Family Campout	1	150
Fall Festival	1	280
Date Night Experience	1	60
Ag Day	1	300
Breakfast with Santa	1	637
Nights of Lights	4	900
Christmas on the Farm	1	750

Spring / Summer		
Easter Egg Hunt	1	400
Austins Autism Adventures/Autism Awareness	1	900
10 Year Anniversary of R. Farm gift to COB	1	50
Arbor Day	1	100
Music Under the Stars	1	50
Texas Heritage Festival	1	750
Watermelon Day	1	75
<b>Total Special Events</b>	<b>17</b>	<b>5,402</b>
Programs	# of Programs	Attendance
Educational		
Ag Day	1	300
Archery	4	40
Burleson HS Adult Transitional Learning	14	125
Center for ASD	3	29
Flower Arranging	1	15
Fun on the Farm Camp	2	10
Horse Camp	2	20
Youth Enrichment	8	62
Native Prairie Association	1	25
Sip N Science Class (Adult)	3	25
STEM Science Class (Children)	4	24
Story Time	14	115
Writers Workshop	3	12
Field Trips		
Field Trips	3	207
Community Garden		
Garden/Educational Workshops	5	98
Gardeners		726
History		
Russell-Boren Home Tours	7	178
Art (includes culinary art classes)		
Steve Ross Painting Workshop	4	208
Adult Art Camp	1	15
Adult Art Class	5	46
Art Reception	1	40
Canning Class	11	111
Cookie Decorating	1	5
Kids Art Class	4	21
Kids Art Camp	6	53
Red Chair Lecture	3	85
Saturday Open Art Studio	42	380
Sweets for your Sweetie	1	15
Teen Cooking Class	3	6
Wood Carving Class	2	12

<b>Total Programs</b>	<b>159</b>	<b>3,008</b>
<b>Volunteers</b>		
Volunteer Total Hours (includes 10 service projects)		1855
<b>Total Volunteers</b>		<b>1,855</b>
<b>Totals</b>		
Total Rental Visitors		4263
Total Special Event Participants		5402
Total Program Participants		3008
<b>Total Visitors</b>		<b>12,673</b>

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## Boren Property Advisory Council

**DEPARTMENT:** Parks and Recreation – Russell Farm Art Center

**FROM:** Jen Basham, Parks and Recreation Director

**MEETING:** February 10, 2023

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**SUBJECT:**

Receive a report, hold a discussion, and give staff direction regarding an accessory structure condition assessment. (Staff Presenter: Jessica Martinez)

**SUMMARY:**

One of our key goals at Russell Farm Art Center is to ensure our historic facilities and property are well maintained, follow code standards, and most importantly are safe for the community. We perform a periodic walk-through each month to ensure we are identifying any items that require attention. In our December walk-through, we noticed that our small barn requires structural repairs. Options concerning the proposed repairs will be discussed with the Board.

**OPTIONS:**

- 1) Approve shed structure removal and replacement
- 2) Approve structure removal and replacement with changes
- 3) Deny structure removal and replacement

**RECOMMENDATION:**

Staff recommends removal and rebuild of the barn shed structure.

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

N/A

**FISCAL IMPACT:**

Project estimated cost: Full removal and re-build (\$16,000)

**STAFF CONTACT:**

Jen Basham  
Director  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
817-426-9201



# Russell Farm Art Center: Shed Structure

Boren Property Advisory Council: February 10, 2023  
Staff Presenter - Jessica Martinez, Recreation Manager



# Agenda

Item D.



- ① **Background**
- ② **Key Information**
- ③ **Options**

# Background

- **One of our key goals at Russell Farm Art Center is to ensure our historic facilities and property are well maintained, follow code standards, and most importantly are safe for the community. We perform a periodic walk-through each month to ensure we are identifying any items that require attention. In our December walk-through, we noticed that our small barn had some structure safety concerns.**
- **Due to these initial concerns, we consulted with our engineering, code compliance, and Fire Marshal's office on **January 10, 2023**. An inspection of the Russell Farm Art Center barn shed was then completed and the structure was deemed unsafe for the community.**

# Key Information: *Current*

Item D.

Code Compliance Report: January 13, 2023

- **When the following elements are present, a structure is deemed to be substandard:**
  - Whenever any portion or member or appurtenance thereof is likely to fail, to become detached or dislodged, or to collapse and thereby injure persons or damage property.
  - Whenever any portion thereof has wrecked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar construction.
  - Whenever the building or structure, or any portion, is likely to collapse because of: Dilapidation, deterioration or decay



**Complete report can be viewed under Exhibit A within agenda item.**





Item D.



# Key Information: *Next Steps*

Item D.



- **Step One: Identify urgency to take action**
  - Barn structure entry will be temporarily roped off to ensure safety at the present time.
- **Step Two: Identify needed action**
  - **Recommendation:** Begin process of shed removal and replacement. Replacement would ensure that structure would properly be brought to code standard. In addition, this approach is the most fiscally responsible in terms of long term life of the structure.
  - **Please note:** Original aesthetic design and wood portions of the current structure would be kept and incorporated in the new structure to preserve historic representation.
- **Step Three: Create Action Plan - *pending BPAC approval***
  - **Proposed timeline:** Tentative project start and completion: Spring 2023
  - **Project estimated cost:** Full removal and re-build (16k)

# Options

Item D.

**Please note:** Original aesthetic design and wood portions of the current structure would be kept and incorporated in the new structure to preserve historic representation.

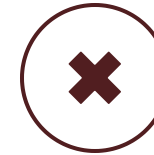


- **Approve shed structure removal and replacement**

**Staff  
Recommendation**



- **2) Approve substandard structure removal and replacement with changes**



- **Deny shed structure removal and replacement**