



## Community & Intergovernmental Relations Committee Agenda

Wednesday, January 22, 2025  
1:00 PM

City Hall - 141 W. Renfro  
Burleson, TX 76028

### 1. **CALL TO ORDER**

### 2. **CITIZENS APPEARANCES**

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

### 3. **GENERAL**

A. Review, discuss, and recommend appointments to various City of Burleson Boards/Commissions/Committees to fulfill vacancies. *(Staff Presenter: Lisandra Leal, Assistant City Secretary)*

### 4. **REPORTS AND PRESENTATIONS**

A. Receive a report, hold a discussion, and provide a recommendation on Burleson becoming a Film Friendly Certified Community as recognized by the Texas Film Commission's Film Friendly Texas program. *(Staff Contact: Alex Phillips, Director of Economic Development)*

B. Review, discuss, and recommend appointments to various City of Burleson Boards/Commissions/Committees to fulfill vacancies. *(Staff Presenter: Lisandra Leal, Assistant City Secretary)*

### 5. **CITY COUNCIL REQUESTS AND FUTURE AGENDA ITEMS AND REPORTS**

### 6. **RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at City Hall to conduct a closed meeting to discuss any item listed on this agenda.

**A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

### 7. **ADJOURN**

Staff Contact  
Tony McIlwain

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Director of Development Services  
817-426-9684

**CERTIFICATE**

I hereby certify that the above agenda was posted on this the 15th of January 2025, by 5:30 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

**ACCESSIBILITY STATEMENT**

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. 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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## Community & Intergovernmental Relations

**DEPARTMENT:** City Secretary's Office

**FROM:** Lisandra Leal, Assistant City Secretary

**MEETING:** January 22, 2025

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**SUBJECT:**

Review, discuss, and recommend appointments to various City of Burleson Boards/Commissions/Committees to fulfill vacancies. *(Staff Presenter: Lisandra Leal, Assistant City Secretary)*

**SUMMARY:**

Review, discuss and recommend appointments to various City of Burleson Boards/Commissions/Committee for vacancies.

**RECOMMENDATION:**

Recommend appointments to City Council.

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

N/A

**REFERENCE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

Lisandra Leal  
Assistant City Secretary  
lleal@burlesontx.com  
817-426-9687

**COUNCIL COMMITTEE**  
**COMMUNITY & INTERGOVERNMENTAL RELATIONS**  
SEPTEMBER 25, 2024  
DRAFT MINUTES

Item A.

Council present:

Victoria Johnson, Chair  
Chris Fletcher  
Phil Anderson

Council Absent:

Staff

Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary  
Lisandra Leal, Assistant City Secretary  
Matt Ribitzki, Deputy City Attorney

**1. CALL TO ORDER – Time: 9:00 a.m.**

Chair Victoria Johnson called the meeting to order. **Time: 9:06 a.m.**

Chair Victoria Johnson stated that the order of the meeting would be changed, starting with Section 3 Reports and Presentations.

**3. REPORTS AND PRESENTATIONS - MOVED**

- A. Receive a report and hold a discussion regarding Burleson Independent School District (BISD), the district's enrollment, demographics, future projects and facilities, and opportunities for cooperation with the city.**
- B. Receive a report and hold a discussion regarding Joshua Independent School District (JISD), the district's enrollment, demographics, future projects and facilities, and opportunities for cooperation with the city.**

*Items 3A and 3B were called together as one presentation to discuss infrastructure.*

Bret Jimerson, BISD Superintendent and Steve Logan, JISD Operating Officer both spoke on demographic, the fluctuation of growth between students at the elementary, middle school and high school and being back after COVID. Both spoke on the housing market and finding affordable housing. Mr. Jimerson spoke on the city partnership on the upcoming gymnasium. Mr. Logan spoke about the city's continued partnership with the Police Department helping traffic during football games and for allowing the JISD golf team the use of the golf course.

Both district requested the city keep them in the loop of upcoming city projects such as housing developments that would help prepare them for potential students.

Corey Hickerson, JISD Superintendent, spoke on the steady growth, forecast of fifteen future subdivisions, and the approved bond.

Item A.

Bond Project Joshua High school additions.

- New elementary school and addition to middle school
- Renovation and expansion JHS cafeteria
- Renovation to Career and Technical Education facility at JHS
- HVAC replacement, paving improvements at multiple campus and safety and security upgrades.

Tommy Ludwig, City Manager provided an update on upcoming city projects that could potentially impact the schools. He stated that collaboration and communication on upcoming projects would help the city when planning future capital improvement projects.

Victoria Johnson spoke about outreach to spark interest in government for both BISD and JISD. She spoke on Character Council students and extending an invitation to JISD.

## 2. **GENERAL**

- A. Consider approval of the minutes from the August 7, 2024 Community & Intergovernmental Relations committee meeting and September 4, 2024 Community & Intergovernmental Relations committee meeting. (Staff Contact: Amanda Campos, City Secretary**

Motion made by Chris Fletcher and seconded by Phil Anderson to approve.

Motion passed 3-0.

- B. Review, discuss and make recommendations to fill vacancies on the Park Board. (Staff Contact: Lisandra Leal, Assistant City Secretary**

Lisandra Leal, Assistant City Secretary, discussed Parks Board vacancies to the board. The following appointments were recently vacated due to the absence rule for boards and commissions.

Committee was in favor of the City Secretary's Office discussing attendance with the members and leaving them on board (October 1 to September 30).

## 4. **CITIZEN APPEARANCES**

- None.

## 5. **BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

- None.

**6. RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at City Hall to conduct a closed meeting to discuss any item listed on this agenda.

**A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

- No executive session needed.

**7. ADJOURN**

There being no further business, Chair Victoria Johnson adjourned the meeting.

**Time: 10:25 a.m.**

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Monica Solko  
Deputy City Secretary

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## Community & Intergovernmental Relations

**DEPARTMENT:** Economic Development  
**FROM:** Alex Philips, Economic Development Director  
**MEETING:** January 22, 2025

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**SUBJECT:**

Receive a report, hold a discussion, and provide a recommendation on Burleson becoming a Film Friendly Certified Community as recognized by the Texas Film Commission's Film Friendly Texas program. (*Staff Contact: Alex Philips, Director of Economic Development*)

**SUMMARY:**

Economic Development, Planning, and Communications would like to work towards Burleson being recognized as a Film Friendly Certified Community in 2025.

The benefit of becoming a Texas Film Friendly Certified Community is the potential attraction to our city from visitors well outside of a 50-mile radius and gaining notoriety via movies, television series, etc. When/if our community is selected to host a production, it has great potential to bring positive economic impact by way of lodging, catering, transportation for crew members as well as bringing an influx of business to local lumber and/or construction focused businesses to assist with scene staging needs and more. The Texas Film Friendly Texas program connects media industry professionals with interested communities.

The city's Marketing and Communications division has identified the following ideal locations within the city to film, should we be selected to host a film project: Bailey Lake Park, Whistlejacket Farm, Russell Farm, Old Town district/ Mayor Vera Calvin Plaza, and Lost Oak Winery.

The steps towards becoming film friendly certified are: attending a "How to Become a Film Friendly Texas Certified Community" workshop hosted by the Texas Film Commission (Spring 2025), pass administratively enforceable filming guidelines, and submit photos of our five (5) preferred filming locations within our community.

Staff will collaboratively work on a policy outlining enforceable guidelines for filming including, but not limited to: associated permits/fees, restrictions on certain content, etc.

**RECOMMENDATION:**

No action is required for this item. Staff is seeking general direction on tourism promotion efforts.

**STAFF CONTACT:**

Joni Van Noy  
Economic Development Coordinator  
jvannoy@burlesontx.com  
817-426-9689





# Economic Development

TEXAS FILM FRIENDLY COMMUNITY

The Texas Film Commission's Film Friendly Texas program connects media industry professionals with communities that are interested and willing to welcome film productions to their cities.

Participation in the FFTX program sends a clear message to media industry professionals that our community is serious about attracting their business.

# Over 175 Film Friendly communities in Texas!

## Neighboring North Central Texas FF communities:

CITY	FF EST.	FILM PROJECTS
Arlington	2016	10
Forney	2024	0
Mansfield	2017	10
McKinney	2019	9
Roanoke	2019	7
Waxahachie	2014	15+

## Certification Steps:

- Attend a “How to Become a Film Friendly Texas Certified Community” workshop hosted by the Texas Film Commission
- Pass administratively enforceable filming guidelines
- Submit photos of a minimum of five (5) filming locations within our community





# Preferred filming locations





Once BTX is approved as a Film Friendly certified community, film project approval process would follow special event policy guidelines & considers things such as:

- Permit requirements/fees
- Use of city owned property, equipment and/or personnel
- Limitations on hours of filming
- Notification to adjacent property owners
- Insurance requirements
- Damage to public/private property

# Additional certification goals for BTX 2025



New designation designed to encourage communities across the state to pursue tourism as an economic development strategy and provide resources and recognition for those efforts. The goals of this program include: strengthening relationships with existing community partners, educating local leaders on the importance of utilizing tourism for economic development and job creation, encouraging participating in state government programs available for tourism development.



Program established in 2016 in an effort to connect interested communities with a network of music industry professionals. Being a Music Friendly Community recognizes a communities serious intent in attracting and developing music industry growth.

Both certifications are granted/governed by the State of Texas, Office of the Governor

Action Requested:

Receive feedback regarding certification of a Film  
Friendly Texas community



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## Community & Intergovernmental Relations

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

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**REFERENCE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

Lisandra Leal  
Assistant City Secretary  
lleal@burlesontx.com  
817-426-9687



# Boards & Commissions Mid-Year Vacancies

Community & Intergovernmental Relations Committee  
January 22, 2024



# Boards & Commissions Vacancies

Board	Place	Term
Advisory Committee on People with Disabilities	9 (Youth)	2022 – 2025
Cemetery Board	1	2022 – 2025
Citizens Public Art Committee	2	2023 – 2025
Old Town Design Standards Review Committee	8	2024 – 2027
Park Board	2 (Youth)	2024 – 2027
Park Board	3	2022 – 2025

# Questions