



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Agenda

Historic Landmark Commission

Thursday, February 13, 2025

5:30 PM

City Hall Council Chambers

1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

[24-6353](#) Minutes - Approval of the December 12, 2024, Historic Landmark Commission Meeting Minutes

Attachments: [12-12-24 Meeting Minutes](#)

3. **CITIZENS COMMENTS**

Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

4. **DISCUSSION ITEMS**

[24-6342](#) HLC#24-012: Discussion on Possible Topics for a Joint Work Session with the Mansfield City Council

5. **PRESERVATION EDUCATION SUB-COMMITTEE**

[24-6354](#) Minutes - Approval of the December 18, 2024, Preservation Education Sub-Committee Meeting Minutes

Attachments: [12-18-24 Sub-Committee Minutes](#)

[25-6392](#) Minutes - Approval of the January 15, 2025, Preservation Education Sub-Committee Meeting Minutes

Attachments: [01-15-25 Sub-Committee Minutes](#)

6. **PRESERVATION PLAN ADVISORY COMMITTEE**

[24-6355](#) Minutes - Approval of the December 11, 2024, Preservation Plan Advisory Committee Meeting Minutes

Attachments: [12-11-24 Committee Minutes](#)

[25-6390](#) Minutes - Approval of the January 8, 2025, Preservation Plan Advisory Committee Meeting Minutes

Attachments: [01-08-25 Committee Minutes](#)

7. **HISTORIC PRESERVATION OFFICER'S REPORT**
8. **COMMISSION ANNOUNCEMENTS**
9. **ADJOURNMENT OF MEETING**

I certify that the above agenda was posted on the bulletin board next to the main entrance of City Hall on February 5, 2025, prior to 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code.

Art Wright, Historic Preservation Officer

* This building is wheelchair accessible. Disabled parking spaces are available. Request for sign interpreter services must be made 48 hours ahead of meeting to make arrangements. Call 817 473-0211 or TDD 1-800-RELAY TX, 1-800-735-2989.



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STAFF REPORT

File Number: 24-6353

Agenda Date: 2/13/2025

Version: 1

Status: Approval of Minutes

In Control: Historic Landmark Commission

File Type: Meeting Minutes

Title

Minutes - Approval of the December 12, 2024, Historic Landmark Commission Meeting Minutes

Description/History

The minutes of the December 12, 2024, Historic Landmark Commission meeting are in DRAFT form and will not become effective until approved by the Commission at this meeting.



CITY OF MANSFIELD

1200 E. Broad St.
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Meeting Minutes - Draft

Historic Landmark Commission

Thursday, December 12, 2024

5:30 PM

City Hall Council Chambers

1. CALL TO ORDER

Chairman Smith called the meeting to order at 5:30 p.m. in the Council Chamber at City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff Present:

Art Wright, Planning Manager/HPO

Commissioners:

Absent 1 - Bob Klenzendorf

Present 6 - Mark Walker; David Littlefield; Robert Smith; Thomas Leach; Jennifer Johnston and Anne Weydeck

2. APPROVAL OF MINUTES

[24-6341](#)

Minutes - Approval of the November 14, 2024, Historic Landmark Commission Meeting Minutes

Staff presented a corrected set of minutes for the Commission's review. Chairman Smith called for a motion on the corrected minutes of the November 14, 2024, meeting.

Commissioner Weydeck made a motion to approve the minutes as corrected. Commissioner Leach seconded the motion, which carried by the following:

Aye: 5 - Mark Walker; David Littlefield; Robert Smith; Thomas Leach and Anne Weydeck

Nay: 0

Absent: 2 - Bob Klenzendorf and Jennifer Johnston

Abstain: 0

3. CITIZENS COMMENTS

None.

Commissioner Johnston arrived at the meeting at 5:35 p.m.

4. PUBLIC HEARINGS

[24-6314](#)

HLC#24-010: Public hearing to consider a request for a Historic Landmark Overlay District designation for the First Methodist Church Parsonage, 1945, located at 105 North 1st Avenue; Matt Crocker of 105 N. 1st Avenue LLC, owner

Mr. Wright gave a brief presentation on the landmark request and was available for questions.

Vice-Chair Littlefield made a motion to recommend approval of the Historic Landmark Overlay District designation. Commissioner Weydeck seconded the motion, which carried by the following vote:

Aye: 6 - Mark Walker; David Littlefield; Robert Smith; Thomas Leach; Jennifer Johnston and Anne Weydeck

Nay: 0

Absent: 1 - Bob Klenzendorf

Abstain: 0

5. DISCUSSION ITEMS

[24-6338](#)

HLC#24-011: Discussion on New Developments in Historic Downtown Mansfield

Mr. Wright gave a presentation on several new downtown projects and how the city regulations encourage architectural features that reflect the downtown's historic character in new construction. He answered the Commissioners' questions related to the size and appearance of new construction in different areas of the downtown.

[24-6342](#)

HLC#24-012: Discussion on Possible Topics for a Joint Work Session with the Mansfield City Council

Mr. Wright presented several possible topics that the Commission may wish to discuss with the City Council at a joint work session. After discussion, Chairman Smith directed Mr. Wright to schedule another discussion on this item at the January meeting.

6. PRESERVATION EDUCATION SUB-COMMITTEE

Commissioner Leach, chair of the Sub-Committee, gave the Commission a brief report on the Sub-Committee's activities.

[24-6340](#)

Minutes - Approval of the November 20, 2024, Preservation Education Sub-Committee Meeting Minutes

Commissioner Leach called for a motion on the minutes of the November 20, 2024, Committee meeting.

Commissioner Walker made a motion to approve the minutes as presented.

Commissioner Leach seconded the motion, which carried by the following vote:

Aye: 2 - Mark Walker and Thomas Leach

Nay: 0

Abstain: 1 - Jennifer Johnston

Non-Voting: 4 - David Littlefield; Robert Smith; Bob Klenzendorf and Anne Weydeck

7. PRESERVATION PLAN ADVISORY COMMITTEE

Commissioner Johnston, chair of the Committee, gave the Commission a brief report on the Committee's activities at the November meeting. She stated that the Committee would continue working on the historical timeline and stated that the draft plan may be ready for the Commission's review in February.

[24-6339](#)

Minutes - Approval of the November 13, 2024, Preservation Plan Advisory Committee Meeting Minutes

Commissioner Johnston called for a motion on the minutes of the November 13, 2024, Committee meeting.

Commissioner Leach made a motion to approve the minutes as presented. Commissioner Weydeck seconded the motion, which carried by the following vote:

Aye: 3 - Thomas Leach; Jennifer Johnston and Anne Weydeck

Nay: 0

Abstain: 0

Non-Voting: 4 - Mark Walker; David Littlefield; Robert Smith and Bob Klenzendorf

8. HISTORIC PRESERVATION OFFICER'S REPORT

Mr. Wright reported on the following items:

• Demolition permits for the house at 213 Smith Street and the Mansfield Feed Mill buildings at 115 Depot Street.

• A report on the Commission's booth at the Hometown Holidays event on December 6, 2024.

9. COMMISSION ANNOUNCEMENTS

None.

10. ADJOURNMENT OF MEETING

With no further business, Chairman Smith adjourned the meeting at 6:56 p.m.

Dr. Robert A. Smith, Chair

ATTEST:

Art Wright, Historic Preservation Officer



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STAFF REPORT

File Number: 24-6342

Agenda Date: 2/13/2025

Version: 2

Status: Consideration

In Control: Historic Landmark Commission

File Type: Discussion Item

Title

HLC#24-012: Discussion on Possible Topics for a Joint Work Session with the Mansfield City Council

Description/History

At the direction of Chairman Smith, the discussion on this item is continued from the Commission's December meeting.

In preparation of requesting a joint work session with the City Council for early 2025, Staff requires guidance from the Commission on topics to be discussed. This will aid Staff in setting the agenda for the session. The following may be possible topics to address with the City Council:

- Council's vision for downtown and historic preservation;
- Revision of the preservation ordinance to bring it up to date;
- The Historic Mansfield Preservation Plan 2035 update; and
- Funding to update the Historic Resources Survey, which will allow us to qualify for a grant.

Other topics for the joint work session may be discussed at the Commission's regular January meeting.



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STAFF REPORT

File Number: 24-6354

Agenda Date: 2/13/2025

Version: 1

Status: Approval of Minutes

In Control: Historic Landmark Commission

File Type: Meeting Minutes

Title

Minutes - Approval of the December 18, 2024, Preservation Education Sub-Committee Meeting Minutes

Description/History

The minutes of the December 18, 2024, Preservation Education Sub-Committee meeting are in DRAFT form and will not become effective until approved by the Sub-Committee at this meeting.



Meeting Minutes - Draft

HLC - Preservation Education Sub-Committee

Wednesday, December 18, 2024

4:15 PM

City Hall Planning Conference Room

1. CALL TO ORDER

Chairman Leach called the meeting to order at 4:17 p.m. in the Planning Department Conference Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff Present:

Art Wright, Historic Preservation Officer

Jessica Baber, Museum Manager

Amanda Brown, Museum Education and Engagement Specialist

Preservation Volunteer:

Amanda Kowalski

Commissioners:

Present 3 - Thomas Leach; Mark Walker and Jennifer Johnston

2. DISCUSSION ITEMS

The Sub-Committee discussed the following items:

1) Chairman Leach reported that the media department at the Mansfield Independent School District (MISD) had not yet responded to the Sub-Committee's inquiries regarding the video project and requested that Ms. Kowalski contact the media department in January. The Sub-Committee discussed presenting the MISD curriculum coordinator with a program based on the museum trunk project, which provides hands-on materials and activities on local history. The Mansfield Youth Council might be engaged to produce the videos.

2) The Sub-Committee discussed Preservation Month events for 2025, including the scavenger hunt, car show, and a chalk art event. Ms. Brown suggested a pop-up event like the art installation the Parks Department sponsored in Katherine Rose Memorial Park. Mr. Wright was directed to contact the MISD art teachers who were present at last year's chalk art contest for art show ideas that might engage their students.

3) The Sub-Committee discussed the landmark outreach program. Chairman Leach stated that the Commission would like to meet with the City Council to discuss the program prior to conducting an event. A town hall meeting format is being contemplated with a State of Historic Downtown presentation by City management.

4) The Sub-Committee discussed preparing a calendar of events for the year which contains events hosted by the Historic Landmark Commission and the museums.

The next meeting is scheduled for January 15, 2025, at 4:15 p.m. in the Planning Department Conference Room.

3. ADJOURNMENT OF MEETING

With no further business, Chairman Leach adjourned the meeting at 5:25 p.m.

Thomas Leach, Chair

ATTEST:

Art Wright, Historic Preservation Officer



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STAFF REPORT

File Number: 25-6392

Agenda Date: 2/13/2025

Version: 1

Status: Approval of Minutes

In Control: Historic Landmark Commission

File Type: Meeting Minutes

Title

Minutes - Approval of the January 15, 2025, Preservation Education Sub-Committee Meeting Minutes

Description/History

The minutes of the January 15, 2025, Preservation Education Sub-Committee meeting are in DRAFT form and will not become effective until approved by the Sub-Committee at this meeting.



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Meeting Minutes - Draft

HLC - Preservation Education Sub-Committee

Wednesday, January 15, 2025

4:15 PM

City Hall Planning Conference Room

1. CALL TO ORDER

Chairman Leach called the meeting to order at 4:15 p.m. in the Planning Department Conference Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff Present:

Art Wright, Historic Preservation Officer

Jessica Baber, Museum Manager

Amanda Brown, Museum Education and Engagement Specialist

Preservation Volunteer:

Amanda Kowalski

Commissioners:

Absent 1 - Jennifer Johnston

Present 2 - Thomas Leach and Mark Walker

2. DISCUSSION ITEMS

The Sub-Committee met with Emily Jackson, Social Studies Instructional Coach for the Mansfield Independent School District (MISD) and Jennifer Kurecka, Director of the MISD Mansfield Education Foundation to discuss producing history videos for the district's social studies classes. Ms. Jackson and Ms. Kurecka provided advice on video production, including:

- Each video should provide three focus points.*
- The videos should not exceed five minutes in length.*
- Adding animation to the videos is an advantage. Animations can be made by the students.*
- Depending on the class grade, the students are taught about community and Texas history.*
- Video topics might include Native American heritage in the area, the railroad, Mansfield in the Civil War and Reconstruction, Opal Lee, Brenda Norwood, technology advances in Mansfield, and African American founders.*

Ms. Jackson and Ms. Kurecka recommended using students as much as possible. The Sub-Committee discussed other possible video projects, including a video on the history of Mansfield for new MISD teachers to view, and video shorts that could be posted on social media. Ms. Jackson agreed to meet with Chairman Leach and Amanda Brown to develop an outline for the first video.

The Sub-Committee discussed the 2025 Preservation Month program. Mr. Wright reported that the Mansfield Police Department had recommended relocating the car show to Walnut Street and the adjacent parking lot. The "This Place Matters, 31 Day of May" program was also discussed, along with the need for replacement signs associated with the program.

3. ADJOURNMENT OF MEETING

With no further business, Chairman Leach adjourned the meeting at 5:25 p.m.

Thomas Leach, Chair

ATTEST:

Art Wright, Historic Preservation Officer



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STAFF REPORT

File Number: 24-6355

Agenda Date: 2/13/2025

Version: 1

Status: Approval of Minutes

In Control: Historic Landmark Commission

File Type: Meeting Minutes

Title

Minutes - Approval of the December 11, 2024, Preservation Plan Advisory Committee Meeting Minutes

Description/History

The minutes of the December 11, 2024, Preservation Plan Advisory Committee meeting are in DRAFT form and will not become effective until approved by the Committee at this meeting.



Meeting Minutes - Draft

HLC – Preservation Plan Advisory Committee

Wednesday, December 11, 2024

5:00 PM

City Hall Planning Conference Room

1. CALL TO ORDER

Jennifer Johnston, Committee chair, called the meeting to order at 5:05 p.m. in the Planning Department Conference Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff present:

*Art Wright, Historic Preservation Officer
Jessica Baber, Museum Manager*

Preservation Volunteers present:

*Linda Leddy
Chris Ohan
Marty Thomas*

Commissioners:

Present 3 - Anne Weydeck; Jennifer Johnston and Thomas Leach

2. DISCUSSION ITEMS

The Sub-Committee reviewed the history timeline and organization of the draft plan. After discussion, the Sub-Committee added events for the timeline, selected photographs, and revised the time periods to better align with the appropriate eras as follows:

- *Early Years: 1850 to 1879*
- *Railroad Era: 1880 to 1909*
- *Mansfield Modernizes: 1910 to 1939*
- *Mid-Century Mansfield: 1940 to 1969*
- *Suburban Growth: 1970 to 1999*
- *Modern Mansfield Emerges: 2000 to 2025*

Commissioner Weydeck left the meeting at 6:30 p.m.

Mr. Wright gave a brief presentation on the organization of the draft preservation plan. He also proposed that the completed plan be presented to the Historic Preservation Advisory Board for review and comments before proceeding with the public hearing process through the Historic Landmark Commission, the Planning and Zoning Commission, and the City Council.

The next meeting is scheduled for January 15, 2025, at 5:00 p.m. in the Planning Department Conference Room.

3. **ADJOURNMENT**

With no further business, Chair Johnston adjourned the meeting at 6:42 p.m.

Jennifer Johnston, Chair

ATTEST:

Art Wright, Historic Preservation Officer



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STAFF REPORT

File Number: 25-6390

Agenda Date: 2/13/2025

Version: 1

Status: Approval of Minutes

In Control: Historic Landmark Commission

File Type: Meeting Minutes

Agenda Number:

Title

Minutes - Approval of the January 8, 2025, Preservation Plan Advisory Committee Meeting Minutes

Description/History

The minutes of the January 8, 2025, Preservation Plan Advisory Committee meeting are in DRAFT form and will not become effective until approved by the Committee at this meeting.



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Meeting Minutes - Draft

HLC – Preservation Plan Advisory Committee

Wednesday, January 8, 2025

5:00 PM

City Hall Planning Conference Room

1. CALL TO ORDER

Jennifer Johnston, Committee chair, called the meeting to order at 5:05 p.m. in the Planning Department Conference Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff present:

Art Wright, Historic Preservation Officer

Jessica Baber, Museum Manager

Preservation Volunteers present:

Linda Leddy

Chris Ohan

Marty Thomas

Commissioners:

Absent 1 - Anne Weydeck

Present 2 - Jennifer Johnston and Thomas Leach

2. DISCUSSION ITEMS

The Committee reviewed the history timeline and made additions and corrections. Mr. Wright gave a brief overview of the completed draft preservation plan. For the next meeting, the Committee will review the plan for any factual errors in the content, any chapter or section headings that need clarification, any photographs that should be changed or added, and any material that is not clear or understandable.

Mr. Wright explained that the completed plan will be presented to the Historic Preservation Advisory Board for review and comments before proceeding with the public hearing process through the Historic Landmark Commission, the Planning and Zoning Commission, and the City Council.

The next meeting is scheduled for February 12, 2025, at 5:00 p.m. in the Planning Department Conference Room.

3. ADJOURNMENT

With no further business, Chair Johnston adjourned the meeting at 6:05 p.m.

Jennifer Johnston, Chair

ATTEST:

Art Wright, Historic Preservation Officer