

**HISTORIC LANDMARK COMMISSION  
CITY OF MANSFIELD**

**August 28, 2018**

Chairman Smith called the meeting to order at 5:30 p.m. in the City Council Conference Room of 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.

**Present:**

Robert Smith	Chairman
David Littlefield	Vice-Chairman
Mark Walker	Commissioner

**Absent:**

Cynthia Gardner	Commissioner
Justin Gilmore	Commissioner
Brent Parker	Commissioner
Lynda Pressley	Commissioner
Arnaldo Rivera	Commissioner

**Staff:**

Peter Phillis	Deputy City Manager
Lisa Sudbury	Interim Director of Planning
Art Wright	Planner

The Chairman noted that under the Commission's Rules of Procedure, three members constituted a quorum to do business.

**Approval of Last Meeting Minutes**

Chairman Smith called for approval of the minutes of the July 24, 2018, meeting. Commissioner Littlefield made a motion to approve the minutes as presented. Commissioner Walker seconded the motion which carried unanimously.

**Work Session on a Historic Preservation Tax Incentives Program**

Chairman Smith began the work session by stating for the record that he and his family, as owners of historic buildings in downtown Mansfield, would not participate in any incentive program the City may establish. He stated that as a member of the Historic Landmark Commission, it would not be appropriate.

Mr. Wright presented an overview of the properties on the Historic Resources Survey in the downtown area that may be eligible and how the incentive might work. He described how reducing taxes on too many historic properties may reduce the amount of revenue available to the Historic Downtown Mansfield Tax Increment Reinvestment Zone (TIRZ) for downtown projects.

Mr. Phillis stated that the City was supportive of preservation efforts, and asked if the program would focus on properties of historic value. He stated that it is beneficial if the program not only increases the value of the property receiving the incentive but also those of the adjacent properties.

Commissioner Walker stated that he, as the owner of a historic property and a member of the Historic Landmark Commission, would also not participate in the incentive program.

Chairman Smith asked Staff for recommendations on the program.

Mr. Phillis stated that using the hotel/motel tax for a grant program is a good start. He stated that tax incentives should be the second step. He asked if the Commission could narrow down which properties should be eligible for the incentives.

Chairman Smith proposed limiting the program to the properties that are listed as medium or high on the Historic Resources Survey. He suggested that the initial program should focus on the following properties: 302 E. Broad Street, 301 Elm Street, 305 Elm Street and 309 Elm Street.

Mr. Walker discussed some misperceptions that homeowners have about historic preservation and suggested that the program should promote the idea that an owner's taxes would not increase due to preservation.

Chairman Smith noted that historic tourism is on the rise and that preservation may draw visitors to Mansfield. He also stated that visitors to historic sites will also spend money at local business. Vice-Chairman Littlefield agreed with Dr. Smith's assessment.

Mr. Phillis stated that Staff will need time to develop a program. He stated that he would need to consult with the Chief Appraiser at the Tarrant Appraisal District about the tax exemption process and that the Commission and Staff would need to draft an ordinance establishing the program to present to the City Council. Mr. Phillis also suggested that the Commission have a list of targeted properties to discuss with the City Council.

Chairman Smith directed Staff to schedule another meeting for the first or second week of November to give Staff time to look into the requirements for the program.

#### **Commission Announcements**

None

#### **Staff Comments**

Ms. Sudbury stated that the City Council had removed the Truck Route designation from North Main Street through the downtown area at their last meeting on August 27, 2018. The Council designated Main Street as a Commercial Delivery Route for trucks making deliveries to local businesses. Ms. Subbury stated that commercial truck traffic through the downtown should decrease, and that the Police Department will enforce the new regulations.

#### **Adjournment**

With no further business, Chairman Smith adjourned the meeting at 6:15 p.m.

---

Robert Smith, Chairman

ATTEST:

---

Delia Jones, Secretary