



**Historic Landmark Commission - Regular Meeting Minutes
September 11, 2025 - 5:30 PM
Final**

Council Chambers
1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING 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:

Present: Jennifer Johnston, Bob Klenzendorf, David Littlefield, Robert Smith, Mark Walker, Thomas Leach

Absent: Anne Weydeck

2. APPROVAL OF MINUTES

25-1197 Minutes - Approval of the August 14, 2025, Historic Landmark Commission Meeting Minutes

Attachments:

1. 08-14-25 Meeting Minutes

Chairman Smith called for a motion on the minutes of the August 14, 2025, meeting.

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

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

Aye: 6 Jennifer Johnston, Bob Klenzendorf, David Littlefield, Robert Smith, Mark Walker, Thomas Leach

Nay: 0 None

Abstain: 0 None

3. CITIZEN 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.

None.

4. OTHER AGENDA ITEMS

- 25-1201 HLC#25-001: Consideration and Possible Action on Measures to Assist with the Maintenance of Historic Landmarks and Resources

Attachments:

1. Draft Report on Historic Building Maintenance

Mr. Wright made a brief presentation on a report from the Commission to the City Council regarding the maintenance of the McKnight Building at 102 North Main Street and the Buttrill-Nifong-Barnett House at 302 East Broad Street.

Chairman Smith called for a motion on the report.

Vice-Chairman Littlefield made a motion to approve the report as presented.

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

Aye: 6 Jennifer Johnston, Bob Klenzendorf, David Littlefield, Robert Smith, Mark Walker, Thomas Leach

Nay: 0 None

Abstain: 0 None

- 25-1199 HLC#25-005: Consideration and Approval of the 2024 – 2025 Annual Report of the Mansfield Historic Landmark Commission

Attachments:

1. Draft 2025 Annual Report

Chairman Smith noted a correction of a date on Page 10 of the report and called for a motion.

Commissioner Johnston made a motion to approve the report as corrected.

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

Aye: 6 Jennifer Johnston, Bob Klenzendorf, David Littlefield, Robert Smith, Mark Walker, Thomas Leach

Nay: 0 None

Abstain: 0 None

5. PRESERVATION EDUCATION SUB-COMMITTEE

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

- 25-1198 Minutes - Approval of the August 20, 2025, Preservation Education Sub-Committee Meeting Minutes

Attachments:

1. 08-20-25 Sub-Committee Minutes

Commissioner Leach called for a motion on the minutes of the August 20, 2025, Sub-Committee meeting.

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

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

Aye: 3 Jennifer Johnston, Mark Walker, Thomas Leach

Nay: 0 None
Abstain: 0 None

6. HISTORIC PRESERVATION OFFICER'S REPORT

Mr. Wright reported on the following items:

- *A demolition permit has been issued for the Sells Service Station Building at 100 South Main Street.*
- *The Wallace-Hall Art House at 210 South Main Street has received over 2,000 visits since March 2025, and serves as an example of a successful adaptive reuse of a historic house.*
- *Promotion of the Heritage Tree Program will begin in October.*

7. COMMISSION ANNOUNCEMENTS

Commissioner Klenzendorf announced that he would be absent from the October 2025 meeting.

Chairman Smith made a farewell and gave his thanks to his fellow commissioners.

8. ADJOURN

With no further business, Chairman Smith adjourned the meeting at 6:08 p.m.

Chair

ATTEST:

Art Wright, Historic Preservation Officer