



**Historic Landmark Commission - Regular Meeting Minutes
November 13, 2025 - 5:30 PM
Final**

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

1. CALL MEETING TO ORDER

Chairman Leach called the meeting to order at 5:31 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, Thomas Leach, Mark Walker, Anne Weydeck, Eric Walraven

Absent: None

2. APPROVAL OF MINUTES

25-1475 Minutes - Approval of the October 9, 2025, Historic Landmark Commission Meeting Minutes

Attachments:

1. 10-09-25 Meeting Minutes

Chairman Leach called for a motion on the minutes of the October 9, 2025, meeting, and noted a correction to be made.

Vice-Chair Weydeck made a motion to approve the minutes as corrected.

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

Aye: 7 Jennifer Johnston, Bob Klenzendorf, David Littlefield, Thomas Leach, Mark Walker, Anne Weydeck, Eric Walraven

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. PUBLIC HEARINGS

25-1473 HLC#25-008: Public Hearing and Consideration of a Heritage Tree Designation for Trees in the Historic Cemetery District Located at 750 West Kimball Street; Mansfield Cemetery Association and Mansfield Community Cemetery Association, applicants

Attachments:

1. Location Map
2. Mansfield Cemetery Tree Evaluations
3. Mansfield Community Cemetery Tree Evaluations

Mr. Wright made a presentation on the nominated trees and was available for questions.

Chairman Leach opened the public hearing at 5:43 p.m. and called for anyone wishing to speak to come forward.

Michael Mainer, 4901 Havenside Way, representing the Mansfield Community Cemetery Association, spoke in favor of the request.

Chairman Leach closed the public hearing at 5:46 p.m. and called for a motion on the designation.

Commissioner Littlefield made a motion to approve the heritage tree designations.

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

Aye: 7 Jennifer Johnston, Bob Klenzendorf, David Littlefield, Thomas Leach, Mark Walker, Anne Weydeck, Eric Walraven

Nay: 0 None

Abstain: 0 None

5. DISCUSSION ITEMS

25-1474 HLC#25-007: Discussion on an Historic Preservation Outreach Program to Encourage Landmark Designation

Attachments:

1. Draft Outreach Plan

Mr. Wright made a presentation on the draft outreach program and was available for questions.

The Commission discussed the proposed plan and schedule for implementation. The Commission directed staff to begin work on the Awareness and Education campaign for the Commissioners' review at a future meeting.

25-1536 HLC#25-009: Discussion and Possible Action on a Determination of Eligibility for Listing a Historic Commercial District on the National Register of Historic Places

Attachments:

1. DOE for Mansfield Downtown Commercial District

Mr. Wright made a presentation on the possibility of listing the Mansfield Downtown Commercial District on the National Register of Historic Places. Mr. Wright explained that a Determination of Eligibility must be made by the Texas Historical Commission prior to the application for National Register listing.

The Commission reviewed the application for the determination prepared by staff. After discussion, Chairman Leach directed Mr. Wright to proceed with the application.

6. HISTORIC PRESERVATION OFFICER'S REPORT

25-1588 Historic Preservation Officer's Report for November 2025

Attachments:

1. Item Attachment Files HPO Report for November 2025

Mr. Wright reported on the following items:

- *The Commission funded the purchase of 500 grave markers for the cemetery associations in the Historic Cemetery District to help identify the locations of previously unmarked graves.*
- *The Commission participated in or hosted several events during October, including Haunt the Block, the Museum Escapes! escape room, and the Haunted History tour.*
- *In October, the Historic Mansfield Preservation Plan 2035 was awarded a Silver Award in Historic Preservation by the Texas Chapter of the American Planning Association.*
- *The city applied to participate in the First Street Initiative, a program by the Texas Historical Commission to assist cities with preservation and revitalization efforts for historic downtowns. The program is the first step in joining the Texas Main Street Program.*
- *The Commission will have a booth at the Hometown Holidays festival on December 5, 2025.*
- *Starting in January 2026, the Commission's regular meeting day will be moved to the third Tuesday of each month.*

7. COMMISSION ANNOUNCEMENTS

Commissioner Walker announced that the cemetery associations will be installing the new grave markers on Saturday, November 15, 2025.

Chairman Leach announced that he had spoken with Mayor Evans regarding repairs to the Buttrill-Nifong-Barnett House and had requested an update on that project.

8. ADJOURN

With no further business, Chairman Leach adjourned the meeting at 6:53 p.m.

Thomas Leach, Chair

ATTEST:

Art Wright, Historic Preservation Officer