



LINN COUNTY HISTORIC PRESERVATION COMMISSION
935 Second Street SW • Cedar Rapids, Iowa 52404 • 319-892-5138

Minutes
December 17, 2025

Members Present

Kim Hanna, Chair
Todd McNall, Vice-Chair
Stacey Colledge-Skelton
Nancy Kraft
Hilary Copeland-Marvin

Absent

Barb Westercamp, Secretary
Steve Ciha
Matt Kenney
Maura Pilcher

Guests

Staff Present

Bradley Wylam, Staff Liaison
Jill Hansen, Recording Secretary

Call to Order

Chair Hanna called the meeting to order at 4:01 pm.

Public Comment

Approval of Minutes

Motion to approve the minutes by Kraft, second by McNall with all those present voting aye, to approve minutes of November 19, 2025.

Announcements/Communication

Wylam presented an email from Karen Kawala, Resiliency Coordinator with Linn County



Emergency Management Agency regarding HPC's role in the Natural and Cultural Resources Recovery Support Function (RSF) Plan. This plan is required by the State of Iowa. The email included an invitation to a stakeholder meeting on January 15th to go over the plan as a group and to give feedback from individuals. Wylam plans to attend. Kraft and McNall were also interested in attending.

Budget

There is \$14,929.00 in the budget. No funds have been committed out of the amount. Abbe Creek sign installation and site improvements will be future expenses to be paid.

FY 2026 Work Plan

The HPC QR code on signs and the website was brought up by Colledge-Skelton. Colledge-Skelton asking if HPC budget funds could be used for an upgrade. Wylam responded that staff was mainly responsible for the updates. Hanna asked if money could be allocated to grants if needed. Discussion was held about the possibility that a project not right for a grant but worthy of HPC helping might be a use for the funds. Colledge-Skelton brought up a historical house being moved as a possible project.

FY 2027 Preservation Grant application and process was discussed. Copeland-Marvin felt the process didn't seem to have any issues last year. Recipients receiving other Linn County funding and individuals applying for grants were topics of discussion. Copeland-Marvin will emphasize the grant is for non-profit organizations only, not individuals on the application. McNall brought up improvements to buildings regarding site improvements and sidewalks. Wylam mentioned the State law change that allows religious organizations to apply for county funds. Copeland-Marvin talked about the need for parameters around the percentage of project being funded. Hanna said that other grants require additional project funding beyond the amount being requested from the grant. Completion of the approved scope of work listed on the grant was discussed. Colledge-Skelton thought last year's grant process went smoothly and to see how the next cycle goes before making changes. Hanna went through the grant timeline. Attendance at the April 15th meeting for the grant presentation opportunity to HPC will be highly recommended to applicants. This will allow for availability to answer any questions that might arise from the applications.

Colledge-Skelton asked when there would be a review and update to the work plan. Wylam said the plan was to discuss the work plan at the January meeting.

Elections for officers will be held at the January meeting. McNall made a motion to formally thank Hanna for her service on the board, seconded by Colledge-Skelton with all those present in agreement.

Next Meeting

Next Regular Meeting, Wednesday, January 21, 2026.

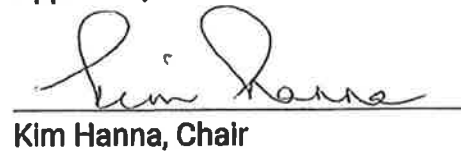
Adjournment

The meeting was adjourned by Hanna at 4:34 pm.

Respectfully submitted,


Jill Hansen, Recording Secretary

Approved,


Kim Hanna, Chair