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

Minutes
January 21, 2026

Members Present
Todd McNall, Chair
Barb Westercamp, Vice-Chair
Hilary Copeland-Marvin, Secretary
Steve Ciha
Matt Kenney
Nancy Kraft
Mary Evans

Absent
Maura Pilcher
Stacey Colledge-Skelton

Guests

Staff Present
Bradley Wylam, Staff Liaison
Jill Hansen, Recording Secretary

Call to Order
Vice-Chair McNall called the meeting to order at 4:01pm.

Election of Officers
The slate of officers was set with Todd McNall as Chair, Barb Westercamp as Vice-Chair and Hilary Copeland-Marvin as Secretary. Motion to approve the slate of proposed candidates was made by Evans, second by Kenney with all those present voting aye.

Public Comment
None

Approval of Minutes

Motion to approve the minutes by Kraft, second by Westercamp with all those present voting aye, to approve minutes of December 17, 2025.

Announcements/Communication

Mary Evans, the newest appointed HPC board member, introduced herself to the commission.

Wylam told the board Hansen would be sending out the mileage reimbursement forms via email. Commissioners were asked to respond by filling out the form or declining via email. McNall asked a clarification question on what was allowed for mileage.

Budget

There is $14,929.00 in the budget. The budget will be reset on July 1, 2026. CR signs have been paid. No outstanding debts remain. Possible use of the money was discussed. It was deemed unlikely that the Abbe Creek kiosk would be ready before June 30th and a possible use for the funds might be the concrete work at the Abbe Creek site. McNall brought up grants mentioned to him by a landscape architect. Ciha suggested having the architect attend an HPC meeting. Another use for the funds discussed was the Lincoln Way Kiosk design and site development.

FY 2026 Work Plan

Certified Local Government (CLG) Annual Report was brought up by Wylam. He explained that it is the required annual report HPC completes and sends to the State of Iowa. Wylam asked for feedback on what he had sent out in an email to commissioners or any changes. The CLG report is a highlight of what was done by HPC the previous year. Items noted in the report were the work on the Lincoln Highway kiosks and the HPC grants. Ciha wanted to make sure the Wanatee kiosk had been included. Wylam confirmed that it had. Copeland-Marvin asked about the Blue Bridge Project. Wylam said that project was in the prior year's CLG report. Kenney made a correction to his address. McNall will be included as chair. Ciha thought planning for the Abbe Creek kiosk should be a part of the report as well. Wylam said the CLG Annual Report must be signed by the Board of Supervisors (BOS). The current chair of HPC usually presents the report to the BOS at one of their regular meetings. The report needs to be submitted before the end of February. McNall agreed to present and will work with Wylam to schedule the BOS meeting he will attend. Motion to approve the CLG Report as discussed was made by Westercamp, second by Kraft with all those present voting aye.

FY27 Grant Process opens Thursday, January 29, 2026. Copeland-Marvin said she needs to update a couple of dates in the application and some other minor changes.

Copeland-Marvin said the rest of the Board could log in to look at the grant application. Wylam will resend the link. Kraft mentioned the link in the calendar works. There is $28,800 in grant money to give out this year. Wylam explained the grant process to new board member, Evans. Some suggestions on wording changes to the calendar were made and Wylam said he would make the appropriate changes. Wylam will also email the grant information to the list of organizations that are potential applicants.

The 2026 Work Plan was discussed. Wylam will go through and remove Hanna's name on the plan. Wylam said if commissioners were interested in certain tasks they could be added to the work group. McNall will be added to the task of presenting the CLG report to the BOS. Wylam suggested changing to a calendar year instead of a fiscal year for the Work Plan. The commissioners were in agreeance. McNall asked to table further discussion on the Work Plan until February. It was suggested for people to bring forth ideas to add to the Work Plan or areas where they would like to work on. McNall brought up landmarks to add to the National Register. Kraft also mentioned Save CR Heritage that Colledge-Skelton brought up last month.

McNall brought up Abbe Creek. McNall mentioned that HPC could self-perform the site design. Ciha will measure and take some elevation shots. Ciha will call Jason with Conservation to see if they would be willing to help with labor on the project.

<u>Next Meeting</u>

Next Regular Meeting, Wednesday, February 18, 2026.

<u>Adjournment</u>

The meeting was adjourned by McNall at 4:36 pm.

Respectfully submitted,	Approved,
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Jill Hansen, Recording Secretary	Todd McNall, Chair