



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

Minutes
February 18, 2026

Members Present

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

Absent

Stacey Colledge-Skelton
Maura Pilcher

Guests

Vicki Hughes with Marion Historical Society
John Allen with Fuel (Plaza 425)
Bryan Schulz with Center Owners Association (COA)

Staff Present

Bradley Wylam, Staff Liaison
Jill Hansen, Recording Secretary

Call to Order

Chair McNall called the meeting to order at 4:02 pm

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 January 21, 2026.



Announcements/Communication

Wylam said the Iowa CLG Annual Report was signed by the Board of Supervisors. McNall presented the report. McNall said the BOS was complimentary of the work that HPC is doing and appreciative of the time the commissioners put into their work on the commission.

Budget

The budget remains at \$14,929.00

New Business

Pitch the Project Historic Preservation Commission Grant Discussion

Vicki Hughes with the Marion Historical Society came forth with questions on the grant process. Wylam explained the grant process to the guests present. Hughes presented 3 projects the Marion Historical Society is considering for the grant application. She asked questions on matching funds, if there were limits on the number of projects that could be applied for and how to apply online. Copeland-Marvin said it didn't appear that there was anything preventing the combining of projects but that only one project could be open at a time. Questions remained whether applicants could register and submit more than one application at a time on the website. McNall did ask that if a group was to have more than one project that they should let the Commission know which project was their preference for the grant if choices had to be made between their projects. Wylam and Copeland-Marvin brought up a previous project from the Marion Historical Society that may not have had a final report submitted which would affect the ability to apply for the current grant. They will investigate and let Hughes know what needs to be done to finalize the project with the Commission. Copeland-Marvin gave a brief description of the online process and encouraged guests to attend the online grant briefing, Saturday, February 28th which will go over how to apply online. The link for the meeting is online and on the handout of the grant calendar.

John Allen and Bryan Schulz with Plaza 425 (Cedar Rapids Transportation Center building) came forward next with questions on their project's eligibility. McNall asked about public access to any potential projects as this is an important component for grant consideration. Wylam asked about their non-profit status. Copeland-Marvin asked the IRS designation. Schulz said the Center Owners Association (COA) is a nonprofit. Copeland-Marvin did some checking to see if the 501c3 status was a requirement. It appears that the groups just need to provide proof of the non-profit status which didn't necessarily mean they had to be a 501c3. McNall said to make sure their group had a specific project with cost estimates. Kraft emphasized the importance of showing the historical significance of the project. Kenney mentioned the community significance as well.

Invitations to come back to the March 18th HPC meeting were extended if questions remained. If groups would like feedback, they would need to let Wylam know so they could be put on the agenda. If they were to just show up to speak during the public comment section, commissioners would not be able to engage in conversation and would only be able to listen to their comments.

FY 2026 Work Plan

Discuss & Decide

- FY25 Preservation Grant Final Report/Tanager Place
- FY26 Preservation Grant Final Report/ Brucemore
- FY26 Preservation Grant Final Report/Iowa Masonic Library
- FY26 Preservation Grant Final Report/The History Center
- FY26 Preservation Grant Final Report/Linn County Fair Association

Wylam went through each project to remind the commissioners of the projects.

Tanager Place was from the FY25 Grant project and submitted a final report last year. However, they did not have the receipts at the time. They now have submitted the receipts. Kraft said they have been working with a lawyer on what is legally allowed to be displayed due to privacy considerations.

Brucemore submitted a detailed breakdown of costs and receipts.

Iowa Masonic Library provide receipts and images of the American flag they encased.

The History Center submitted receipts and noted the digitization project was finished. Grant funding had gone to the completion of 34,000 records being digitized.

McNall thought, when possible, photos should be provided for projects. Wylam said he could ask for photos. McNall asked if a breakdown of past HPC grants was on the website. He thought it would be good examples for other applicants to see what had been done in the past. Wylam said the records existed. Kraft mentioned adding the last 5 years. Wylam thought he would be the one to add them. Wylam showed commissioners where some past project videos Copeland-Marvin had created were located on the website.

Kraft moved to accept the list of Grant Final Reports as submitted, Westercamp seconded, all those present voting aye to accept the final reports.

Work Plan Review will be discussed at the next meeting.

Next Meeting

Next Regular Meeting, Wednesday, March 18, 2026.

McNall informed the commission he may not be able to make the next meeting.

Adjournment

The meeting was adjourned by McNall at 4:54 pm.

Respectfully submitted,

Approved,

Jill Hansen, Recording Secretary

Todd McNall, Chair