



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

Minutes
July 15, 2026

Members Present

Todd McNall, Chair
Barb Westercamp, Vice-Chair
Steve Ciha
Stacey Colledge-Skelton
Matt Kenney
Nancy Kraft
Maura Pilcher

Absent

Hilary Copeland-Marvin, Secretary
Mary Evans

Guests

Jeanie Hau
Vicki Hughes

Staff Present

Bradley Wylam, Staff Liaison
Jill Hansen, Recording Secretary
Jayda Brunkan, P&D Intern

Call to Order

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

Public Comment

None

Jayda Brunkan, Planning and Development summer intern, was recognized and introduced herself to the commissioners.



Approval of Minutes

Motion to approve the minutes by Colledge-Skelton, second by Kenney with all those present voting aye, to approve minutes of April 29, 2026.

Announcements/Communications

National Preservation Summit – September 22-24

Wylam brought forth the National Preservation Summit - Past Forward Conference being held in Washington DC. September 22 - 24, 2026 with a virtual option. No fees have been announced. Wylam thought it would be good for an HPC member to attend to fulfill requirements for the CLG continuing education requirement. As it is being held in September, members would need to consider if they would attend as funds would need to be voted on at the next meeting. Questions were asked regarding covered expenses and whether there were other such types of opportunities throughout the year. Wylam to confirm what expenses would be covered.

Budget

The budget resets to \$9,545 as the new fiscal year has started. The previous amount of \$14,929 was not spent last year. The concrete work for Abbe Creek sign may be eligible to be paid out of the previous fiscal year funds as the work was done in FY26. There will need to be a fall amendment request with the Board of Supervisors to receive the funds back.

FY2027 Work Plan

None

FY27 Historic Preservation Grant Update

Kraft arrived at 4:10 pm.

Wylam updated the commissioners regarding the Board of Supervisors pause on all county grants and what information he had regarding the reasoning behind it. The Board had concerns about the State Auditor's actions regarding grants given in Henry County. Wylam thought it would be good to meet with individual supervisors to discuss the HPC grants. Colledge-Skelton asked if Wylam was aware if groups had already commenced work and clarified the timeline of notifications to the applicants. Wylam also said that the Board had not approved the grants before the hold happened. Wylam would like to set up a meeting to see if there would be an opportunity for each grant to be reviewed on an individual basis and give the money to those that qualify per State code. Pilcher would like to have specific details on what code is being questioned and what the actual timeline is.

Westercamp arrived at 4:21pm.

Colledge-Skelton started a discussion on getting information from each recipient to have proof of their tax status to provide to the BOS. The need to change grant wording was also discussed. Kenney would like to make the request of those reviewing the grants to see if HPC can satisfy their requirements would the County give the money now and what does HPC need to do to make it happen. The commissioners agreed on the need to get information from recipients on their state tax status.

Lincoln Highway Kiosk Discussion

Jeanie Hau with Iowa Byways presented the final design for the Lincoln Highway Kiosk at Abbe Creek. Discussion was held on the orientation of the sign and the location of the Lincoln Highway Monument. It was agreed to decide on the location of the monument after the kiosk is installed. Ciha stated the need to find a contractor, define the scope of work and have a basic construction drawing done. Discussion on the installation techniques were discussed. McNall brought up the graphics and Linn County not being shown on the area on the sign of organizations being thanked. Cost of changing the kiosk and delays in production were brought up by Hau. Staff mentioned that use of the Linn County logo would need to be approved by the Linn County Communications Department. Pilcher asked the group if the delay and the increase in cost were worth insisting the logo be on it. The consensus is if it has already gone to print then leave it, if it hasn't then staff can check right away in the morning to see if the logo could be used. Wylam to check and see if the logo could be used on the sign and contact Hau with what he finds out. Ciha gave a list of action items to include; Hau to see if she could verify post attachment engineering and HPC defining the scope of work for a contractor. Ciha to call CR Signs for information. Hau said metal brackets would be in on September 1st and panels would be there on September 14th at the earliest. Wylam mentioned an RFP for who to work with and McNall mentioned asking the Roads Department. Hau said the sign needed to be installed by October 31st.

Pilcher left at 5:06 pm.

Next Meeting

Next Regular Meeting, August 19, 2026

Adjournment

The meeting was adjourned at 5:11pm.

Respectfully submitted,

Approved,

Jill Hansen, Recording Secretary

Todd McNall, Chair

