



## LINN COUNTY HISTORIC PRESERVATION COMMISSION

935 Second Street SW ▪ Cedar Rapids, Iowa 52404 ▪ 319-892-5141

Minutes  
January 20<sup>th</sup>, 2021

### **Members Present**

Maura Pilcher  
Patricia Soukup  
Amanda Happel  
Todd McNall  
Steve Ciha  
Hilary Copeland-Marvin  
Barb Westercamp

### **Absent**

Richard Thomas  
Michael LeClere

### **Staff Present**

Stephanie Lientz, Staff Liaison  
Sue Bennett, Recording Secretary

### **Call to Order**

Chair Maura Pilcher called the meeting to order at 4:03 p.m.

### **Public Comment**

None

### **Announcements/Communication**

Lientz stated she had spoken with Paula Mohr, who asked the HPC to consider putting together a presentation on our grant program for the 2022 Preserve Iowa Summit.

### **Approval of Minutes**

McNall motioned, Soukup second, all present voting aye to approve minutes from December 16th, 2020 meeting as submitted.

### **Budget**



Remaining account balance is \$23, 471, but that includes the \$10,000 due to Tallgrass. As we can never be sure that the Board of Supervisors will award any remaining money to next year's budget, Lientz suggested we consider using all the money available to us.

### **New Business**

#### **a. Election of Officers**

McNall motioned, Ciha second, all present voting aye to re-elect Maura Pilcher as Chair, Michael LeClere as Vice-Chair and Patty Soukup secretary for 2021.

### **FY20 Work Plan**

#### **Goal A Preservation & Planning**

- a. Pilcher updated the Commission on the progress of the goals of the FY20 Work Plan.
- b. Pilcher discussed in detail the timeline for the Historic Preservation Grant Program. The application will be released to the public on February 1<sup>st</sup>, 2021. Linn County staff has transferred the paper application to a web-based application which will be more easily transmitted to the HPC. March 6, 2021 @ 10 a.m. there will be an optional workshop for possible grant applicants to attend. March 15, FY21 final reports are due from grant recipients. April 1, 2021, FY22 grant applications will be due. By April 5, 2021 the Linn County staff will distribute the grant applications to the Commissioners. On April 21, 2021, there will be a virtual meeting to which applicants will be invited to present their grant proposals. On April 28, 2021, the HPC will deliver their scores on each proposal to staff. On May 5, there will be a special meeting to determine funding recommendations. On May 6, 2021, letters regarding funding will be sent to the applicants. June 1, 2021 is the appeal cutoff date. June 14 & June 16, 2021, the Board of Supervisors will vote on distribution of the funds. The official award letter will be mailed June 17, 2021. The funds will be available July 1, 2021.

#### **Goal B Public Outreach & Education**

- a. Ciha stated he took the construction documents of the firehouse kiosk and asked Nesper for a quote. He expects the quote to come back high, but it will at least give us a ballpark figure we can use for budgeting. The kiosks were discussed and all agreed it is appropriate to continue moving forward to replace the kiosks with more permanent structures.
- b. Westercamp motioned, Ciha second, all present voting aye to approve the CLG Annual Report. Pilcher will present the Annual Report to the Board of Supervisors in February.
- c. Happel suggested a virtual presentation for Preservation Month in May 2021. It was noted we could also invite other groups to present.
- d. McNall suggested the HPC might be available for a service day - perhaps to clean up the cemeteries from the derecho damage.
- e. It was also suggested that the HPC might have a booth at the County Fair.

### **Next Meeting**

February 17th, 2021

**Adjournment** - Motion by Westercamp, second by Happel, those present voting aye, to adjourn the HPC meeting at 4:57 p.m.

Respectfully submitted,

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Sue Bennett, Recording Secretary

Approved,

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Maura Pilcher, Chair