

Task	Date Due	Date Completed	Person Responsible	Cost	Notes
Present 2025/2026 Budget Request to City	1/31/2025	1/14/2025	Diana; Earl	\$0.00	
Prepare & Submit Annual CLG Report	2/28/2025		Diana	\$0.00	Must obtain Mayor's signature prior to submission
Discuss appointments for term(s) beginning 2025	2/11/2025		All	\$0.00	
Present Annual CLG Report to City Council	2/20/2025		Diana	\$0.00	
Ordinance amendment recommendations to City Council	2/28/2025		Diana	\$0.00	
Elect commission Chair, Vice Chair and Sec.	3/11/2025		All	\$0.00	
Partner in the implementation of Historic District Sign & Awning Grant Program with Bloomfield Main Street (pending budget allowance)	03/31/2025		All	\$5,000.00	Incentive program, joining with other prospective partners to help implement period-appropriate signage and building improvements within district
Create & Distribute Annual Letter to Business/Building Owners	5/31/2025		All	\$50.00	Goal: Increase public awareness about HPC and how we can be a resource to them (also where do they find things they need?)
Mayor proclaim May as Preservation Month	5/1/2025		All	\$0.00	
Promote and celebrate Preservation Month	5/31/2025		All	\$500.00	2025 marks 34 years of Bloomfield as a CLG; Social posts, various activities
Attend Preserve Iowa Summit	6/7/2025		All	\$1,000.00	The 2025 summit will be held in Muscatine. Diana has encouraged new commissioners to consider attending one or all days.
Apply for CLG grant (tentative)	9/1/2025		TBD	\$0.00	
Apply for Davis County Community Foundation grant (tentative)	11/1/2025		TBD	\$0.00	
Design Guidelines Development, Printing, Promotion and Distribution (as needed)	12/31/2025		All	\$0.00	Budget included in Preservation Month total.
Vacant Building Large Window Decals (partnering with)	12/31/2025		All	\$3,000.00	
			TOTAL	\$9,550.00	