



## Redevelopment Commission City of Crawfordsville, Indiana

City Building  
300 E. Pike Street, 2nd Floor  
Crawfordsville, IN 47933

### March 19, 2024 at 8:30 AM Meeting Minutes

The Crawfordsville Redevelopment Commission met in regular session on Tuesday, March 19, 2024 at 8:30 a.m. Members present were: Virginia Servies, Dan Rogers, Thomas Neal, Conrad Harvey, and Steve McLaughlin. Member Jack Whitecotton was not in attendance. Others in attendance were: Mayor Todd Barton; Megan Huckstep, Director of Planning & Building Services; Brandy Allen, Director of Operations & Community Development; Cheryl Morphew, Economic Development Consultant; Kent Minnette, City Attorney of Taylor, Minnette, Schneider and Clutter; and Kathryn Fisher, Executive Assistant, Planning & Building Services.

President Virginia Servies called the meeting to order and roll was called.

Meeting minutes from February 20, 2024 were presented to the Commission for consideration. Dan Rogers moved to approve the minutes as presented. Thomas Neal seconded. Motion passed 4-0.

The Commission received and considered the following claims:

|                                    |             |
|------------------------------------|-------------|
| 1. Baker Tilly                     | \$12,079.91 |
| 2. Baker Tilly                     | \$393.75    |
| 3. DES Engineering                 | \$1,960.00  |
| 4. G. Wayne McCutchan              | \$60,950.00 |
| 5. Gary D & Mary Barnett McCutchan | \$59,800.00 |
| 6. HWC Engineering                 | \$8,899.01  |
| 7. HWC Engineering                 | \$357.50    |
| 8. Lochmueller Group               | \$4,664.12  |
| 9. Retail Strategies               | \$35,000.00 |
| 10. RJL Solutions                  | \$3,400.00  |
| 11. RQAW                           | \$1,800.00  |
| 12. Ruth A. Leaming                | \$19,800.00 |
| 13. TMSC                           | \$2,152.50  |

Dan Rogers moved to approve the claims as submitted. Thomas Neal seconded. Motion passed 4-0.

City Clerk-Treasurer Karyn Douglas was not present to provide an update on the financial report. Megan Huckstep, Director of Planning & Building Services noted that the financial report may be in a different format than previous reports, but there were no known updates at this time. Commission members acknowledged receiving the financial report.



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Under items of new business, the Commission considered an easement release between Second Phase Leasing, LLC and the Crawfordsville Redevelopment Commission. City Attorney Kent Minnette stated that when the Redevelopment Commission transferred the property to Second Phase Leasing, LLC, they had granted the City an easement. Mr. Minnette stated as part of an additional project, Second Phase Leasing, LLC has agreed to voluntarily vacate the easement. Dan Rogers moved to approve the acceptance of the easement release. Conrad Harvey seconded. Motion passed 4-0.

Continuing under items of new business, the Commission received and considered bids for transfer of property in the Commerce Park. There was one bid received from Weaver Popcorn Hybrids. A representative came forward and stated the company had been in business for more than 40 years. He stated they had been looking to expand and they believed that the 10.692 acre parcel in the Commerce Park would be perfect for their expansion. He stated they would be doing an approximately 25,000 square foot facility that would encompass their seed popcorn from cob to bags/totes. He stated office space would be phase 1-B of the project and they had hopes of a research and development facility as phase 2. Mayor Todd Barton added that their planned investment would be \$15 million with 12-14 jobs created.

As a final time of new business, the Commission considered a resolution to authorize the disposal of a 10.692 acre parcel in the Commerce Park. Dan Rogers moved to approve the resolution. Conrad Harvey seconded. Motion passed 4-0.

Under items of old business, the Commission reviewed and considered quotes for Commerce Park mowing. Virginia Servies clarified that the Commission was required to accept the low bid. Mr. Minnette confirmed that the lowest responsive and responsible should be accepted. Ms. Servies stated the low bid was from Crawfordsville Outdoor at \$4,800. She stated Crawfordsville Outdoor had done the work in prior years. Thomas Neal noted that in the previous year there were concerns that perhaps the work had not been done adequately. Ms. Huckstep stated she had received no complaints from the tenants at the Commerce Park. Ms. Servies reported she had driven by the Commerce Park on various occasions and felt the work had been better since the initial concerns were brought forth. Dan Rogers moved to accept the Crawfordsville Outdoor bid at \$4,800. Thomas Neal seconded. Motion passed 4-0.

Continuing under items of old business, the Commission reviewed and considered quotes for Commerce Park landscaping. Ms. Servies stated the low bid was from Crawfordsville Outdoor at \$4,400. Conrad Harvey moved to accept the Crawfordsville Outdoor bid at \$4,400. Dan Rogers seconded. Motion passed 4-0.

Mayor Barton provided an update. He stated READI 2 had been submitted to the State and would likely be heavily focused on housing. Mayor Barton reported that construction would begin on Purple Heart Parkway in the coming days and that things continue to move forward on the south side with the Arbor Homes subdivision as well. Mayor Barton stated that the



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demo work at the Ben Hur building had begun, with the Developers working on finalizing their financing. He reminded the Commission that the Workforce Alliance meets monthly and the groundbreaking for the Early Learning Center would be on April 11. Mayor Barton reported that they were still negotiating a lease with Ivy Tech while they go on a month to month basis right now.

Cheryl Morphew came forward with an Economic Development update. She stated there had been seven business attraction leads, continuing with the same trends we had been seeing. Ms. Morphew reported working on a final, commercial project for the Commerce Park, which would fill it. She reported working with one existing company on a potential expansion as well. Ms. Morphew reiterated that Workforce Alliance does meet monthly, however, there would be no meeting this month due to the conflict with Spring Break so the next meeting would be the fourth Thursday in April to discuss CTE. Ms. Morphew stated they had finalized the curriculum and cost for this year's First Time Supervisor Professional Development Training and were awaiting final headcounts from employers this week. She stated it would launch the last week of April and run every Wednesday for four hours, 8:00 a.m. to 12:00 p.m. for five weeks. Ms. Morphew reported that they were seeking an Apprenticeship Implementation Grant from Ascend Indiana. She reported working with Crawfordsville Main Street on a Heritage Trades project. Finally, Ms. Morphew reported working on the Industrial Career Academy at Ivy Tech.

With no further business, the meeting adjourned at 8:59 a.m.

Minutes Approved: 4.16.24

Virginia Service  
President

Conrad B Harvey  
Member

Mel  
Member

John P. White