

May 24, 2023
5:30 p.m.
Common Council Chambers

Historic Preservation Commission
City of Crawfordsville
Meeting Minutes

The City of Crawfordsville Historic Preservation Commission met as scheduled at 5:30 p.m. on Wednesday, May 24, 2023 in the Common Council Chambers of the Municipal Building. Members present were: Becky Hankins, Emily Race, Lewis McCrary, and Sue Lucas. Also in attendance were: Megan Huckstep, Director of Planning & Building Services; and Kathryn Vice, Executive Assistant, Planning & Building Services.

President Becky Hankins called the meeting to order at 5:30 p.m.

Meeting minutes from the April 26, 2023 meeting were presented for consideration. Sue Lucas made a motion to approve the minutes as presented. Emily Race seconded. Motion passed 4-0.

Updated financial reports were provided to the Commission for review. Planning Director Megan Huckstep reported there were no loan payments, however the \$10,000 loan committed to Dr. Scheidler was reflected on the report taking the account balance to \$31,349.28. Vice President Sue Lucas provided an update to the Commission on the two pending grants committed to Jennifer Cullings. She stated Ms. Cullings intended to move forward and secure the financing for the façade work. Emily Race moved to approve the financial reports as submitted. Lewis McCrary seconded. Motion approved 4-0.

Under items of old business, Mrs. Lucas requested an update from Staff on next steps for the proposed Main-Green Local Historic District. Planning Director Megan Huckstep reported having the ordinance ready to go to City Council. She stated it would go to Committee on June 5, 2023 at 6:00 p.m. and then to full Council for first reading on June 12, 2023 at 6:00 p.m. Ms. Huckstep explained if it were to get approved it would then go to Council on July 10, 2023 for second and likely third reading. Mrs. Lucas reported speaking with Councilman Ethan Hollander in regards to the proposed Main-Green Local Historic District. She provided him with materials including the staff report and noted his support of the proposed designation. Ms. Huckstep encouraged members to attend Committee night on June 5 to show support.

Ms. Huckstep updated the Commission on the CLG audit report. She reported overall the report was good, but they would like to see continued education, a mission statement and staggering of terms. She reported having already addressed the terms, so her intention was to ensure that was done correctly. Sue Lucas and Emily Race reported attending the NAPC webinar held today. Ms. Race noted that if you were a registrant you would receive the recording at a later time, perhaps giving the opportunity to still attend the webinar if members were not available at the scheduled time. Ms. Huckstep explained that members could go on the NAPC website and plan ahead, as they have a schedule listed. She also reminded the Commission of the upcoming camp to be held in Muncie in September, reiterating that availability of the scholarship program for the convention.

Under items of new business, Ms. Huckstep presented a \$10,000 loan application for Dr. Scheidler's remaining property located at 109 E Main Street. She reported the application was very similar to the one that Dr. Scheidler presented last month for properties located at 105/107 E Main Street and the Commission had approved. She reminded the Commission that 105 and 107 E Main Street had been combined into one parcel and that 109 E Main Street was its own parcel, allowing Dr. Scheidler to apply for the second loan. Emily Race moved to recommend approval of the \$10,000 loan application from Dr. Scheidler for 109 E Main Street to City Council. Sue Lucas seconded. Motion passed 4-0. Ms. Huckstep reported that approval of this loan would bring the account balance to \$21,349.28.

Under miscellaneous items, Sue Lucas reported having attended the Lebanon Community Exchange. She shared learning of their façade exterior rehabilitation grant program, stating that they fund it using tax increment financing. They are able to distribute up to \$250,000 per year. Ms. Lucas reported forwarding this information to Mayor Todd Barton, Director of Operations and Community Development Brandy Allen, as well as Ms. Huckstep. Ms. Lucas continued with an update on the State's Historic Preservation Fund, stating that the Masonic Temple was an awardee. She added that unfortunately the State Legislature would not be funding the Historic Renovation Grant Program offered through the DHPA for 2023-2024.

Ms. Huckstep reiterated that she would update Commission members on the Council agenda as soon as it is finalized. She also reminded members that after this evening, there would be two vacancies should anyone have any recommendations. Additionally, Ms. Huckstep implored the Commission to be thinking of public education workshops they may like to hold.

With no further business, it was noted that the next meeting was scheduled for June 28, 2023. The meeting adjourned at 6:00 p.m.

Minutes Approved: 6-28-23

Betsy Hawkins
President

[Signature]
Member

Thomas Meekins
Member

Aaron Hunt
Member

Emily Race
Member

[Signature]
Member