7/7/2026

City of Crete, NE
Attn: Tom Ourada
243 East 13th Street
Crete, NE 68333

RE: City of Crete Grant #24-DTR-001 SENDD GA & CM Expenses

Dear Mr. Ourada:

Enclosed is a request for payment of SENDD General Administration & Construction Management expenses for the 2024 Downtown Revitalization project. After you have reviewed the materials, please have the expenses reviewed for pavement at the next regularly scheduled city council meeting.

After payment is received and processed, SENDD will prepare a Request for Funds for the City to be reimbursed by their 24DTR001 grant award. Drawdown documents are to be submitted and approved by the Department of Economic Development (DED) with proof of payment and meeting minutes showing governing body approval for payment of the expenses. Once approved, please remit the following payment(s):

	TOTAL	CDBG	Match
The following #21A General Administration & #14E Construction Management bills has not yet been paid:			
Activity Code	**Total**	**CDBG**	**Match**
#21A: General Administration Invoices: **14 - 18**	$2,997.91	$2,997.91	$0.00
#14E: Construction Management: Invoices: **6 - 9**	$776.60	$776.60	$0.00
Totals:	**$3,774.51**	**$3,774.51**	**$0.00**

According to the above figures, the Village should make the following payments:

Activity Code: #21A & #14E
Amount: $3,774.51
Memo: 24DTR001 GA14-18 & CM6-9
To: Southeast Nebraska Development District
Mailing Address: 7407 O Street, Lincoln, NE 68510

Please include a copy of this cover letter with your check to assist with administrative processing.

Please feel free to give me a call at (402) 475-2560 if you have any questions.

Sincerely,

James Owens

James Owens
Senior Community Development Specialist

SENDD 21A General Administration					
General Administration Amount	**$ 25,000.00**				
Billed To Date	**$ 17,319.45**			**Current Rate $/hr**	**$ 140.00**
Contract Remaining	**$ 7,680.55**			**Remaining Hours**	**55**
10% of Contract	**$ 2,500.00**			**Close-out Hours**	**18**

DD #	Invoice Date	Invoice #	Quantity	Rate	Amount
1	12/31/2024	1	15.75	$ 140.00	$ 2,205.00
	1/31/2025	2	14.75	$ 140.00	$ 2,065.00
2	2/28/2025	3	13.25	$ 140.00	$ 1,855.00
	3/31/2025	4	6.00	$ 140.00	$ 840.00
	4/30/2025	5	11.25	$ 140.00	$ 1,575.00
	5/31/2025	6	9.55	$ 140.00	$ 1,336.54
	6/30/2025	7	1.50	$ 140.00	$ 210.00
3	7/30/2025	8	1.75	$ 140.00	$ 245.00
	8/31/2025	9	3.75	$ 140.00	$ 525.00
	9/30/2025	10	3.50	$ 140.00	$ 490.00
4	10/31/2025	11	7.50	$ 140.00	$ 1,050.00
	11/30/2025	12	6.50	$ 140.00	$ 910.00
	12/31/2025	13	7.25	$ 140.00	$ 1,015.00
	1/31/2026	**14**		**$ 140.00**	**$ 319.65**
	2/28/2026	**15**		**$ 140.00**	**$ 630.00**
	3/31/2026	**16**		**$ 140.00**	**$ 1,064.00**
	4/30/2026	**17**		**$ 140.00**	**$ 144.26**
	5/31/2026	**18**		**$ 140.00**	**$ 840.00**
		19		$ 140.00	
		20		$ 140.00	
		21		$ 140.00	
		22		$ 140.00	
		23		$ 140.00	
		24		$ 140.00	
		25		$ 140.00	
		26		$ 140.00	
		27		$ 140.00	
		Total Hours	73.80		

Summary	Check #	Invoice #s	Totals
DD#1		1 - 2	$ 4,270.00
DD#2	98422	3 - 7	$ 5,816.54
DD#3	98522	8 - 10	$ 1,260.00
DD#4		11 - 13	$ 2,975.00
DD#		**14 -**	**$ 2,997.91**

Southeast Nebraska Development District
7407 O St
Lincoln, NE 68510-2444 US
(402) 907-2022
www.sendd.org

INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24DTR001GA-14
DATE	01/31/2026
TERMS	90 Days
DUE DATE	05/01/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/05/2026	GA 5. Periodic Reports & Monitoring	July - December 2025 PSR	0:30	140.00	70.00
01/07/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review & file management	0:15	140.00	35.00
01/08/2026		Travel to Crete for Tier II Site Evaluation for Majo DTR Project. 30 miles			19.50
01/08/2026		Return travel from Crete Tier II site evaluation. 31 miles			20.15
01/14/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review and file management	0:15	140.00	35.00
01/15/2026	GA 5. Periodic Reports & Monitoring	December invoicing review and expense ledger updates	0:45	140.00	105.00
01/29/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review and file management	0:15	140.00	35.00

Please Remit Payment to:

BALANCE DUE **$319.65**

SENDD
7407 O Street
Lincoln NE, 68510

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24DTR001GA-15
DATE	02/28/2026
TERMS	Net 30
DUE DATE	03/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/02/2026	GA 8. Correspondence & Notes	Email correspondence with clerk regarding loan documents	0:15	140.00	35.00
02/04/2026	GA 8. Correspondence & Notes	Amendment 1 request final packaging and submission. Email correspondence with NDED and city	1:00	140.00	140.00
02/05/2026	GA 3. Financial Management	Review of open invoices. Preparation and conveyance of request for payment package of GA invoices. Conveyance of information regarding procedures for GA/CM expenses and project expense grant disbursements.	1:30	140.00	210.00
02/11/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review & file management	0:15	140.00	35.00
02/16/2026	GA 8. Correspondence & Notes	Email correspondence with city regarding applicant	0:30	140.00	70.00
02/17/2026	GA 4. Local Advisory Committee	Phone call with clerk regarding application	0:30	140.00	70.00
02/18/2026	GA 8. Correspondence & Notes	Email correspondence with city regarding application	0:30	140.00	70.00

Please Remit Payment to:

BALANCE DUE **$630.00**

SENDD
7407 O Street
Lincoln NE, 68510

SENDD Contracting
7407 O St
Lincoln, NE 68510-2444 US
(402) 907-2022
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INVOICE

BILL TO		INVOICE	B24DTR001GA-16
City of Crete		DATE	03/31/2026
PO Box 86		TERMS	Net 30
243 East 13th Street		DUE DATE	04/30/2026
Crete, NE 68333-0086			

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/02/2026	GA 2.2 Environmental Review	Tier for 228 E 13th | CSF	1:15	140.00	175.00
03/04/2026	GA 5. Periodic Reports & Monitoring	Review and filing of completed special conditions documents	0:15	140.00	35.00
03/09/2026	GA 2.2 Environmental Review	Field visit to 228 E 13th St - Crete, NE to assess project site conditions	2:36	140.00	364.00
03/09/2026	GA 2.2 Environmental Review	Review SHPO response for CSF project. Email correspondence with city regarding same.	0:45	140.00	105.00
03/11/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review & file management	0:15	140.00	35.00
03/16/2026	GA 4. Local Advisory Committee	Review application submitted for Tienda Paraiso	0:30	140.00	70.00
03/18/2026	GA 4. Local Advisory Committee	Follow up email regarding outstanding application needs for Precision Dental project to move forward	0:30	140.00	70.00
03/27/2026	GA 2.2 Environmental Review	Tier II preparation - CSF	1:30	140.00	210.00

Please Remit Payment to:

BALANCE DUE **$1,064.00**

SENDD
7407 O Street
Lincoln NE, 68510

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24DTR001GA-17
DATE	04/30/2026
TERMS	Net 30
DUE DATE	05/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/01/2026	Travel	3/9/26 BP - Travel to 228 E 13 ST, Crete, NE to conduct site visit survey & return - 60.4 miles	60.40	0.65	39.26
04/28/2026	GA 4. Local Advisory Committee	Project/application review meeting with City	0:45	140.00	105.00

Please Remit Payment to:

BALANCE DUE **$144.26**

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24DTR001GA-18
DATE	05/31/2026
TERMS	Net 30
DUE DATE	06/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/21/2026	GA 2.2 Environmental Review	Paraiso Tier II preparation	1:00	140.00	140.00
05/26/2026	GA 2.2 Environmental Review	Tier II evaluation | Paraiso	1:30	140.00	210.00
05/26/2026	GA 5. Periodic Reports & Monitoring	B1 monitoring	2:00	140.00	280.00
05/28/2026	GA 5. Periodic Reports & Monitoring	B1 monitoring	1:30	140.00	210.00

Please Remit Payment to:

BALANCE DUE **$840.00**

SENDD
7407 O Street
Lincoln NE, 68510

SENDD			
03L Construction Management			
CM Contract Amount	$		10,000.00
Billed To Date	$ 1,196.60	Current Rate $/hr	$ 140.00
Contract Remaining	$ 8,803.40	Remaining Hours	63
DD#	**Invoice Date**	**Invoice #**	**Amount**
2	4/30/2025	1	$ 210.00
	5/31/2025	2	$ 70.00
3	8/31/2025	3	$ 35.00
4	10/31/2025	4	$ 35.00
	12/31/2025	5	$ 70.00
	2/28/2026	**6**	**$ 315.00**
	3/31/2026	**7**	**$ 70.00**
	5/31/2026	**8**	**$ 181.60**
	6/1/2026	**9**	**$ 210.00**
		10	
		11	
Summary	**Check #**	**Invoice #s**	**Totals**
DD#2	98422	1 - 2	$ 280.00
DD#3	98522	3	$ 35.00
DD#4		4 - 5	$ 105.00
DD#		**6 - 9**	**$ 776.60**

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE B24DTR001CM-6
DATE 02/28/2026
TERMS Net 30
DUE DATE 03/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/02/2026	CM 1. Construction & Labor Standards	Outreach and scheduling for pre-construction meeting with contractor for Majo project	0:15	140.00	35.00
02/03/2026	CM 1. Construction & Labor Standards	Preconstruction conference with Nebraska Sign. Preparation and conveyance of compliance materials. Exclusion and verification documentations.	1:30	140.00	210.00
02/12/2026	CM 1. Construction & Labor Standards	Monthly CM activity review & file management	0:30	140.00	70.00

Please Remit Payment to:

BALANCE DUE **$315.00**

SENDD
7407 O Street
Lincoln NE, 68510

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24DTR001CM-7
DATE	03/31/2026
TERMS	Net 30
DUE DATE	04/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/16/2026	CM 1. Construction & Labor Standards	Follow up with contractor regarding DBRA compliance documents for Majo project	0:30	140.00	70.00

Please Remit Payment to:

BALANCE DUE **$70.00**

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Lincoln NE, 68510

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24DTR001CM-8
DATE	05/31/2026
TERMS	Net 30
DUE DATE	06/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/12/2026	CM 1. Construction & Labor Standards	Outreach regarding contractors being on site/work start | Majo	0:15	140.00	35.00
05/28/2026	CM 1. Construction & Labor Standards	Communication with business and preparation for site visit	0:45	140.00	105.00
05/31/2026	Travel	5/28/26 - RNJ travel to Crete for site visit - 32 miles	1	20.80	20.80
05/31/2026	Travel	5/28/26 - RNJ travel to Crete for site visit (return) - 32 miles	1	20.80	20.80

Please Remit Payment to:

BALANCE DUE **$181.60**

SENDD
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Lincoln NE, 68510

Southeast Nebraska Development District

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INVOICE

BILL TO		INVOICE	B24DTR001CM-9
City of Crete		DATE	06/01/2026
PO Box 86		TERMS	Net 30
243 East 13th Street		DUE DATE	07/01/2026
Crete, NE 68333-0086			

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/28/2026	CM 1. Construction & Labor Standards	Drove to Crete to conduct wage interviews and site observation | Majo	1.50	140.00	210.00

Note: Missed time activity from 5/28, invoice #8
Please Remit Payment to:

SENDD
7407 O Street
Lincoln NE, 68510

BALANCE DUE **$210.00**