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## CRETE HISTORIC PRESERVATION COMMISSION MEETING

February 25<sup>th</sup>, 2025 at 7:00 PM  
Crete City Hall, 243 East 13<sup>th</sup> Street

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### MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street  
Post Office, 1242 Linden Avenue  
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

#### 1. Open Meeting

#### 2. Roll Call

Janet Jeffries	Absent
Jennifer Robison	Present
Kendra Ordia	(Jointed via Zoom and unable to vote)
Scott Kunc	Present
Tom King	Present

Also present: City Administrator and Director of the Historic Preservation Commission Tom Ourada

Anna Burge, City Attorney and Commission Attorney

Wendy Thomas, Finance Director and Commission Treasurer

Nancy Tellez, City Clerk and Commission Secretary

Also present: Office Manager Telisha Carnes, Administrative Assistant Jennifer Valente, Chief of Police Gary Young, Police Captain Jon Pucket, Building Inspector Trent Griffin, Parks and Recreation Director Liz Cody

City Administrator Tom Ourada explained that at the last leadership meeting department heads and leaders were asked to attend other city board and commission meetings to see all the thing the City is doing.

### **3. Consent Agenda**

#### **3.A. Approve Meeting Minutes**

Scott Kunch motioned and Jennifer Robison seconded to approve the meeting minutes.

Jennifer Robison: Aye, Scott Kunch: Aye, Tom King: Aye

Aye: 3 No:0

### **4. Items of Business**

#### **4.A. Discussion and statement on certification**

City Administrator Tom Ourada stated that now that the City of Crete is a Certified Local Government (CLG) they will be featured on the Heritage & Historic Preservation page and if the group can have a short statement or paragraph about the history of Crete and why the community wanted to become a CLG. Ourada explained Janet Jeffries is working on a draft and that any comments on the statement need to be sent to him and not reply all on any email since that would be in violation of the Open Meetings Act.

Ourada explained that before the City of Crete could become a Certified Local Government the City had to modify an ordinance, and after it was enacted by the City Council it was sent back to Kelli Bacon, Certified Local Government Outreach Easement Coordinator with the Nebraska State Historical Society.

#### **4.B. Disseminate materials**

City Administrator Tom Ourada disseminated resources on Design Review, Guidelines on Flood Adaptations For the Rehabilitation of Historic Buildings, Metals in America's Historic Buildings, Federal Tax Credits for Rehabilitating Historic Buildings, and Preservations Briefs. There was a discussion about where to have a library of public resources of the original records. It discussed having the records at City Hall and creating an inventory. Ourada will reach out to Kelli Bacon and ask her if there is an inventory of materials.

#### **4.C. Strategy session on future course of action**

City Administrator Tom Ourada explained that when there are emails sent out the commission members have to be careful with replying all because that would be a violation of the Open Meetings Act. Communications can be emailed to Tom Ourada the Historic Preservation Commission Director, and he can disseminate the information.

Ourada explained that the Mayor or City Administrator shall determine the items that will be placed on or removed from an agenda. Only the chairperson of a committee, commission, or board may request agenda items be placed on or removed from an agenda. The commission also can't vote on anything that is not an action item on the agenda.

Commission chair Tom King stated that Janet Jeffries will be presenting at the March meeting on the background and general Crete information. Janet will send the presentation to Ourada and then the commission.

King shared the City of Lincoln's Historic Preservation Commission website with the commission and stated he would send Ourada some other websites so that he could email those links. There was discussion about creating a page with pages on the City of Crete website.

## **5. Petitions - Communications - Resident Concerns**

## **6. Officers' Reports**

## **7. Adjournment**

Jennifer Robison motioned and Scott Kuncl seconded to adjourn the meeting.

Jennifer Robison: Aye, Scott Kuncl: Aye, Tom King: Aye

Aye: 3 No:0