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## HISTORIC PRESERVATION COMMISSION MEETING

September 24<sup>th</sup>, 2024 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	Present
Jennifer Robison	Present
Kendra Ordia	Present
Scott Kunc	Present
Tom King	Present

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

Anna Burge, City Attorney and Commission Attorney

Wendy Thomas, Finance Director and Commission Treasurer

Nancy Tellez, City Clerk and Commission Secretary

Kelli Bacon, Certified Local Government Coordinator

Wendy Thomas left the meeting at 7:51 p.m.

#### 3. Consent Agenda

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

#### **3.A.1. August 27th, 2024 Meeting Minutes**

Scott Kuncel motioned and Kendra Ordia seconded to approve the meeting minutes.

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

#### **4.A. New Business**

##### **4.A.1. Guidance from Kelli Bacon, Certified Local Government Coordinator**

Kelli Bacon, Certified Local Government Coordinator, passed out information on the steps to become a Certified Local Government and other documents with tips on becoming a successful CLG. Bacon explained the CLG is a historic preservation assistance program that is available all around the country to villages, cities, counties and local governments. To become a CLG you just have to meet the minimum requirements.

A CLG helps to educate the community and property owners with resources about the appropriate way to redevelop or remodel their homes or buildings. Also, helping to educate the public on the history of the structures in town.

A portion of the funds that the state receives from the Historic Preservation Fund is transferred annually by subgrants. The state annually transfers at least 10 percent of its share of the HPF to CLGs meeting minimum requirements of these procedures.

Bacon provided information on the timeline for grants. She explained the following:

- April 1st the Notice of Funding Opportunity for the grant application becomes available
- July 1st the CLG grant application is due
- August SHPO approves grant applications & prepares grant agreements
- September CLG & SHPO sign grant agreement
- October 1st Grant performance period begins

Bacon explained that to become a Certified Local Government, the following must be included in the packet that will be sent to NeSHPO.

- Historic preservation ordinance
- Commission member resumes
- Statement of purpose
- List of local landmarks
- Any survey work completed
- Name/contact information of the city contact person who will serve as the director of the historic preservation commission/CLG program as well as the person's resume.

Once NeSPO receives the packet they have 30 days to review the information. If they approve it, they will send it to the National Park Service. They generally have 45 days to respond, but depending on how busy they are it may take longer.

##### **4.A.2. Discussion on Historic Designation for Tuxedo Park/Chautauqua Park**

There was discussion on a historic designation for Tuxedo Park/Chautauqua Park and what the process would be to rename the park or if they could just assign a historic designation (using the historic name and the present-day name) to show it is a historically significant landmark.

#### **4.B. Old Business**

##### **4.B.1. Commission member resumes**

All the commission member resumes have been turned in.

**4.B.2. Statement of purpose**

This will be an action item for the next meeting along with the local landmark plan.

**5. Petitions - Communications - Resident Concerns****6. Officers' Reports****6.A. Chairperson's Report****6.B. Director's Report****7. Adjournment**

Scott Kuncel motioned, and Janet Jeffries seconded to adjourn the meeting at 8:09 p.m.