

**ED Advisory Board Meeting**  
**Friday, December 15, 2023 12:00 PM**  
**Crete City Hall**  
**243 E 13th Street**  
**Crete, NE 68333**

1. **Open Meeting**

In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the council chambers. Items listed on the agenda may be considered in any order.

2. **Roll Call**

Attendance of Advisory Board members will be recorded to determine the presence of a quorum for official actions.

3. **Consent Agenda**

The Advisory Board will consider approval of the following items. Explanation may occur for each item and the council may approve and or amend and approve the items listed.

3.A. Meeting Minutes

Review the minutes from the previous meeting

3.A.1. ED Advisory Board Meeting minutes 10.25.2023

3.B. Financial Report

Review monthly financial reports

4. **Special Order of Business**

The Advisory Board may take action to hear testimony in favor of or in opposition to, discuss/limit discussion and take action to approve or disapprove a recommendation to the City Council on any matter presented under this title.

4.A. City of Crete Economic Development Plan

Review activities within the scope of the City of Crete Economic Development Plan adopted in 2011 and amended from time to time

4.A.1. Discuss the Barnett Properties and the proceeds of the sale of those properties reverting to LB840.

4.B. Applications for Consideration

Review applications that have been processed and ready for consideration of recommendations to the City Council

4.B.1. Consider a recommendation to the City Council on the application for LB840 funds from the City of Crete for the purchase of 1209 and 1211 Main Avenue.

4.C. Application Introductions

Review and discuss applications that have been submitted for staff review

5. **Officers' Reports**

Reports may be given by Department Heads, other Committees and Advisory Board members concerning current operations of the City. Questions may be asked and answered. No action can be taken by the Advisory Board on matters presented under this title except to answer any question posed and to refer the matter for further action.

6. **Adjournment**

The Advisory Board will review the above matters and take such actions as they deem appropriate. The Advisory Board may enter into closed session to discuss any matter on this agenda when it is determined by the Advisory Board that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of an individual and if such and individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be

excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.

**Disclaimers & Notices**

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at [www.crete.ne.gov](http://www.crete.ne.gov).



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## CRETE ED ADVISORY BOARD MEETING

October 25<sup>th</sup>, 2023 at 12:00 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

Manny Dimas: Present

Paul Heath: Present

Ken Marvin: Present

Lizeth Umana: Present

Present: 4, Absent: 0, Vacancy: 1

Others present during the meeting: City Administrator Tom Ourada, Clerk-Treasurer Jerry Wilcox, City Attorney Anna Burge, Finance Director Wendy Thomas, City Clerk Nancy Tellez

#### 3. Consent Agenda

3.A. Meeting Minutes

3.B. Financial Report

4. Special Order of Business

Ken Marvin moved to have Paul Heath be acting chair at 12:10 p.m.

#### **4.A. City of Crete Economic Development Plan**

City Administrator Tom Ourada stated that with the City of Crete Economic Development Plan he asked two attorneys with Cline Williams about the plan. They did all the research and the City had given an LB840 award to the Blue River Arts Council of about \$351,158.54 and Ourada wanted to make sure they were an entity that qualified and they did according to Cline Williams. Someone in the community turned the City in to the State Auditor of public accounts and when Cline Williams attorneys provided the information, the state saw that everything was done correctly. The City of Crete Economic Development Plan update will be going to the City Council at the next meeting.

##### **4.A.1. Housing**

City Administrator Tom Ourada stated that the Crete Housing & Development Corporation was awarded LB840 funds for workforce housing. Built a duplex in partnership with Ron Dittmer and Crete Lumber and sold that. LB840 funds of \$250,000 and a grant of \$280,000 from the state.

#### **4.B. Applications for Consideration**

##### **4.B.1. Consider a recommendation to the City Council on the application for LB840 funds from PWR & DWD Rental Properties, LLC DBA Old Main Bar & Grill, 1103 Main Ave.**

City Administrator Tom Ourada explained that this application submitted from PWR & DWD Rental Properties, LLC DBA Old Main Bar & Grill for LB840 funds is for the downstairs of the restaurant. LB840 allows up to 50% of the total funds requested.

Recommend to the City Council on the application for LB840 funds from PWR & DWD Rental Properties, LLC DBA Old Main Bar & Grill, 1103 Main Ave in the amount of \$88,973.88. Carried with a motion by Paul Heath and a second by Ken Marvin.

Manny Dimas: Aye, Paul Heath: Aye, Ken Marvin: Aye, Lizeth Umana: Aye  
Aye: 4, No: 0

#### **4.C. Application Introductions**

The ED Advisory Board will be looking at another application at the next meeting.

#### **5. Officers' Reports**

Paul Heath as Chair for the ED Advisory Board. Carried with a motion by Ken Marvin and a second by Manny Dimas.

Manny Dimas: Aye, Ken Marvin: Aye, Lizeth Umana: Aye  
Aye: 4, No: 0

#### **6. Adjournment**

Meeting adjourned at 12:32 p.m.



**ECONOMIC DEVELOPMENT PROGRAM  
APPLICATION FOR FUNDS**

**Please Type or Print Clearly and Answer Each Question** *(If Question Does Not Apply – Mark N/A).*

**Please Note:** The Information Contained in this portion of the document is Public Information and will **NOT** be Considered Confidential.

**A. APPLICANT INFORMATION:**

Name of Entity Applying for Assistance: City of Crete

Business Address: 243 East 13th Street Crete NE 68333  
(City) (State) (Zip Code)

Contact Person: Tom Ourada Telephone Number: 4028264312

Fax Number: 4028264334 Email Address: tom.ourada@crete.ne.gov

Federal Tax ID Number: 476006154

Type of Entity:     Start-Up     Buyout     Existing

If Existing, Number of Years in Business in Crete: 100 years +

**Business Classification: (Please Choose One)**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Retail                 | <input type="checkbox"/> Manufacturing         | <input type="checkbox"/> Research & Development |
| <input type="checkbox"/> Headquarter            | <input type="checkbox"/> Telecommunications    | <input type="checkbox"/> Tourism                |
| <input type="checkbox"/> Warehouse/Distribution | <input checked="" type="checkbox"/> Government | <input type="checkbox"/> Other                  |

**Business Type: (Please Choose One)**

- |   |   |                                      |
|---|---|--------------------------------------|
| <input type="checkbox"/> Proprietorship | <input type="checkbox"/> Corporation                    | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> LLC            | <input checked="" type="checkbox"/> Governmental Entity | <input type="checkbox"/> Other       |

Does the Company have a Parent or Subsidiaries?     Yes     No

If Yes, Please List Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(City) (State) (Zip Code)

**Ownership Identification:** Please List all Officers, Directors, Partners, Owners, Co-owners and Stockholders.

Full Name	Title	Ownership Percentage
David A. Bauer	Mayor	
Tom Ourada	City Administrator	

Which type of assistance is the entity applying for?

Grant     Loan Guarantee If so, Lender? \_\_\_\_\_     Other

Explain: We would like a grant to purchase the building but any sale would come back to the program

What is the general purpose of the request (must be an allowed LB840/Economic Dev. Plan Project)?

- New Development     New Business Startup     Building Renovation     Public Works  
 Professional/Employee Recruitment     Promotion/Tourism     Job Training  
 Working Capital     Low - Moderate Income Housing     Workforce Housing  
 Technology     Plan Management     Technical Assistance     Equity Investment

Does the business qualify to receive any incentives from the State of Nebraska?  Yes  No  DK

Has the business applied for any incentives from the State of Nebraska?  Yes  No

If yes, please explain: Downtown Revitalization Program Grants

Employee Information: (FTE = Full-Time Equivalent = 2,080 Hours/Per Year)

Number of Existing Full-Time Equivalent Employees: 70

Number of Full-Time Equivalent Positions to Be Created: Unknown

Will all of the Full-Time Equivalent Positions be Physically Located within the City of Crete, their Two- Mile Extraterritorial Jurisdiction or on Land Held in the Name of the City of Crete?

Yes  No

If no, please explain: \_\_\_\_\_

Does the Company Employ Any Seasonal Employees?  Yes  No

If Yes, How Many: Usually over 30

(Seasonal employees must work for at least three continuous months and the position must reoccur annually)

**B. PROJECT INFORMATION:**

**Please provide a Brief Project Summary Description:**

We would like to purchase the building(s) at 1206/1211 Main Avenue. The purpose is to support downtown revitalization in appearance and present opportunity in a three-fold approach.

One is to address the unsightly and unsafe window situation that we have been unable to resolve.

Two is to encourage downtown outside business economic development in that building.

Three is to present an opportunity to an existing business that is looking to expand and needs additional space and parking. In turn, we may work out a deal on another building to utilize for office space for an inquiry that we have received.

When the building is to be sold, the resulting cash funds would go back to the LB840 Program.

If the building relocation and swap were to occur, the resulting cash balance would be returned to LB840.

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$ 185,000.00	\$ 185,000.00
Renovation/Rehabilitation	\$ 500,000.00	\$
New Construction	\$	\$
Machinery / Equipment Acquisition	\$	\$
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$ 50,000.00	\$
Small Business Development	\$ 50,000.00	\$
Working Capital (Includes Inventory)	\$ 100,000.00	\$
Job Training	\$	\$
Other	\$	\$
Total Project Cost	\$ 885,000.00	
	Total LB840 Funds Requested:	\$ 185,000.00

**C. FUNDING SOURCES AND EQUITY INJECTION:**

If Borrowing, Name of Lender: \_\_\_\_\_

Loan Amount: \_\_\_\_\_ Loan Term (Years): \_\_\_\_\_

Amount Injected Into the Project by Business/Partners/Owners:

\_\_\_\_\_

Other Funding Source(s) and Amount(s): \_\_\_\_\_

**C. PROJECT LOCATION:**

- |  |   |  |
|--|---|--|
| Within the Crete City Limits?              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Within the Crete Two-Mile Jurisdiction?    | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Land Owned by the City of Crete?           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Not Located in Crete but for area benefit? | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

If Not in City Jurisdiction, please explain local benefit:

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**D. ATTACHMENTS:** - Please Include the Attachments that Apply to Your Entity – See *checklist Page 5.*

**Please Note:** The Information provided pursuant to this Section **Will** be Deemed Confidential and will not be Available for Public Disclosure.

- Business Plan: Brief Description of the Business
- Resumes of all Owners/Co-Owners/Directors/Partners/Stockholders
- For Existing Businesses – Three (3) Yearly Financial Statements
- For Existing Businesses – Current Financial Statements (Less Than Sixty (60) Days Old)
- For Existing Businesses - List of Current Obligations (Include Company Names and Amounts)
- For Start-Up Businesses – Current Business Plan
- For Start-Up Businesses – Three Year Projections
- Tax Returns – Previous Three (3) Years – Personal Tax Returns May be Required for Proprietorship
- Letter from Lending Institution if applicable
- If a Corporation, LLC or Other Legal Entity - Copy of Organizational Documents (Articles, Bylaws)
- Please Note that Other Financial Documents May Be Required

**E. APPLICANT SIGNATURE:**

I certify that the information contained in this application and all attachments are correct to the best of my knowledge. By signing below, I authorize the City of Crete or their contracted representative to check my credit and the credit of all who are listed within this application. I understand that I must update my credit information if my financial situation changes.

  
 \_\_\_\_\_  
 Applicant's Signature

12-13-2023  
 \_\_\_\_\_  
 Date

# United States Citizenship Attestation Form

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

I am a citizen of the United States.

— OR —

I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are as follows: \_\_\_\_\_, and I agree to provide a copy of my USCIS documentation upon request.

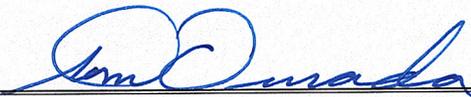
I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.

PRINT NAME

Tom F Ourada

(first, middle, last)

SIGNATURE



DATE

December 14, 2023

1/19/2010

DOWNLOAD/SAVE

PRINT