

**Legislative/Development Committee Meeting**  
**Tuesday, July 16, 2024 5:00 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 members will be recorded to determine the presence of a quorum for official actions.

**3. Items of Business**

- The Committee may discuss or limit discussion on, hear testimony in favor of or in opposition to, or take action to provide a recommendation to the City Council on any matter presented under this title.

3.A. Consider the Old Main Bar and Grill LB840 Reimbursement

3.B. Consider Resolution 2024-10 Blighted area re-designation

3.C. Consider the Crete Carrier Room Grant for the Southern 7 Association meeting

3.D. Consider the Crete 20DTR002 Extension

**4. Officers' Reports**

- Reports may be given by the Mayor, Officers, Departments, or Councilmembers concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

**5. Adjournment**

**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).

## **RESOLUTION NO. 2024-10**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRETE, NEBRASKA, DECLARING A PORTION OF THE CITY OF CRETE, NEBRASKA TO BE BLIGHTED AND SUBSTANDARD.

WHEREAS, the City of Crete (“City”), a municipal corporation, commissioned a Blight and Substandard Analysis, dated generally October of 2013, in accordance with the Nebraska Community Development Law; and

WHEREAS, the City of Crete City Council held a public hearing and took action on December 3<sup>rd</sup>, 2013, and again on July 16, 2024, to formally designate a portion of the city (“Redevelopment Area”) as blighted and substandard, as described in Exhibit “A” (Redevelopment Area) and displayed in Exhibit “B” (Map); and

WHEREAS, 24 CFR § 570.208(b)(iii), requires that the designation of an area determined to be slum or blighted must be re-determined every ten (10) years; and

WHEREAS, although the City of Crete has implemented significant improvements to the Redevelopment Area, the slum and blighted conditions have not been eliminated per Nebraska Community Development Law.

WHEREAS, the City of Crete Mayor and City Council conclude that the Redevelopment Area, as identified in Exhibits “A” and “B”, still meet the criteria set forth in the Nebraska Community Development Law, and desire to re-designate the same area as blighted and substandard.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CRETE, NEBRASKA:

Section 1. That the Mayor and City Council hereby re-designate these areas, as defined in Exhibits “A” and “B”, as blighted and substandard.

PASSED AND APPROVED this 16th day of July, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



APPLICATION FOR THE  
Crete Carrier Room Grant

**SECTION ONE: APPLICANT INFORMATION**

Name of Applicant/ Organization: Southern 7 Association

Contact: Stephanie Metzger

Address: Village of Bradshaw

Phone: (402) 736-4634 E-mail: \_\_\_\_\_

Description of Event: \_\_\_\_\_  
Southern 7 Clerk's meeting

Date and Time of Event: August 15th 2024

City Sponsor/Advocate: Nancy Tellez, City Clerk

**SECTION TWO: COMMUNITY PURPOSE**

Mission of the Event/Organization: \_\_\_\_\_  
Promote the interests of Municipal Clerks

Community Served by the Organization: Municipalities

Population Served by the Event: Municipal Clerks

\_\_\_\_\_  
\_\_\_\_\_

**SECTION THREE: FINANCIAL NEED**

Please explain your need for assistance to rent the Crete Carrier Room: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION FOUR: GENERAL TERMS AND CONDITIONS**

If awarded, the requested funds will be paid to cover the fee and security deposit for use of the Crete Carrier Room. Any costs to clean or repair damage to the event space shall be billed to the grant recipient and must be paid upon receipt of an invoice from the City. The recipient must remain in good standing with the City of Crete to maintain eligibility for the grant.

By obtaining funds from the City of Crete, the recipient acknowledges acceptance of the terms and conditions of the award. The City of Crete may withdraw this grant if the event or the nature of the event changes and is determined to no longer fulfil the grant's purpose.

**SECTION FIVE: APPLICANT CERTIFICATION**

**CERTIFICATION**

***I/WE CERTIFY THAT THE INFORMATION PROVIDED WITHIN THIS APPLICATION IS TRUE AND CORRECT AS OF THE DATE SHOWN BELOW. IN THE EVENT THAT CIRCUMSTANCES CHANGE BEFORE THE EVENT, I WILL, WITHIN TEN DAYS, NOTIFY THE CITY OF CRETE AND RE-SUBMIT MY APPLICATION.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: Nancy Tully Date: July 12<sup>th</sup> 2024



July 16, 2024

Gina Doose  
Nebraska Department of Economic  
Development 245 Fallbrook Blvd, Suite 002  
Lincoln, NE 68521

RE: City of Crete – CDBG #20-DTR-002  
Request for Contract Amendment

Dear Ms. Doose:

At our meeting on July 16, 2024, the City Council authorized myself to request a contract extension for this project. This amendment will extend the original contract end dates from August 4, 2024 to October 4, 2024.

The City of Crete respectfully requests your approval of a CDBG contract amendment to extend the contract end date to October 4, 2024 for the completion of the City's Downtown Revitalization project. This amendment will allow the city to continue to allow businesses time to finish their projects that were delayed due to limited supply of contractors and materials, and additional unexpected barriers.

As Mayor of the City of Crete, Nebraska, I certify the following:

- This amendment request was approved at the City Council meeting on July 15, 2024.
- The extension will allow the business owners and City to complete the final stages of the project.
- No additional matching funds or budget amendment are required for the proposed amendment.
- The proposed amendment does not include a new activity.

Please contact myself or Kelly Gentrup ([kgentrup@senndd.org](mailto:kgentrup@senndd.org)) with the Southeast Nebraska Development District (SENDD) at (402) 475-2560 for additional information.

Thank you for your consideration of this request.

Sincerely,

David Bauer  
Mayor

Enclosed: CDBG Contract Amendment Request Form; Implementation Schedule

## CDBG CONTRACT AMENDMENT REQUEST FORM

This form must be completed and submitted to the Nebraska Department of Economic Development when making a contract amendment request. Complete the sections for each type of amendment requested. Along with this form, you are required to submit all attachments identified under the applicable amendment type.

CDBG Grant # \_\_\_\_\_ Grantee \_\_\_\_\_

DED Program Representative \_\_\_\_\_

<b>By completing this form, I confirm that this project is current on all reporting requirements.</b>	
Name, Organization _____	
Email _____	
Requesting Amendment # _____	Date of Last Project Status Report (PSR): _____

**Extension of Contract End Date**

Original Contract End Date \_\_\_\_\_  
Current Contract End Date including any previously approved extensions \_\_\_\_\_  
Proposed Contract End Date \_\_\_\_\_

**Required Attachments**

**Attachment 1:** Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the extension.
2. Identification and reasons for the proposed amendment, including:
  - a. Changes to the nature of the project requiring the amendment;
  - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. Where additional local matching funds are required due to this extension, certification that such funds are available.

**Attachment 2:** Revised implementation schedule showing completion of major milestones for all activities.

**Decrease in proposed accomplishments**

Original Proposed Accomplishments \_\_\_\_\_ Amended Proposed Accomplishments \_\_\_\_\_

**Required Attachments**

**Attachment 1:** A letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the decrease in proposed accomplishments;
2. Identification and reasons for the proposed amendment; including
  - a. Changes to the nature of the project requiring the amendment;
  - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required due to this decrease, certification that such funds are available.

**Attachment 2:** Revised implementation schedule showing completion of major milestones for all activities.

**Amendment to Housing Program Guidelines**

**Required Attachments**

**Attachment 1:** Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the amendment to the housing program guidelines;
2. Identification and reasons for the proposed amendment;
3. If additional local matching funds are required due to this amendment, certification that such funds are available.

**Attachment 2:** If the housing program guidelines amendment will affect major milestones, a revised implementation schedule showing completion of major milestones for all activities.

**Attachment 3:** A complete copy of the proposed revised housing program guidelines.

**Budget/Sources and Uses Amendment**

Original Contract Budget Approved

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
<b>Total</b>				

Proposed Budget After Amendment

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
<b>Total</b>				

**Required Attachments**

**Attachment 1:** Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the budget amendment;
2. Identification and reasons for the proposed budget amendment; including
  - a. Changes to the nature of the project requiring the amendment;
  - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required due to this amendment, certification that such funds are available.
4. If the amendment includes a new activity, certification that the activity meets the national objective.

**Attachment 2:** Minutes from the public hearing held on the proposed amendment (required if reallocating more than 10% of the total original grant amount).

**Attachment 3:** If the budget amendment will affect major milestones, a revised implementation schedule showing completion of major milestones for all activities.

**Attachment 4:** Certification of re-evaluation of the environmental assessment (this form is included in the CDBG Administration Manual Chapter 6 – Environmental Review).

FOR DED USE ONLY			
Program Representative Recommendation: <input type="checkbox"/> approve <input type="checkbox"/> deny <input type="checkbox"/> consultation	Initials	Date	
	Signature		
Date amendment request received	Printed Name/Title		
<input type="checkbox"/> approved <input type="checkbox"/> denied	Date		

## Crete, NE 20DTR002 Downtown Revitalization Project Implementation Schedule

### General Administration: \$35,000.00

Activity	Time of Performance
Obtain Contract with SENDD	Quarter 1
Environmental Review & ROF	Quarter 1
Grant/Project Administration	Quarter 1 – 13
Market Program	Quarter 3 - 10
Prepare Reports	Quarter 2, 4, 6, 8, 10, 12
Review Apps	Quarter 3 - 6
Construction Oversight	Quarter 6 - 12
Close & Monitoring	Quarter 11-13

### Construction Management: \$10,000.00

Activity	Time of Performance
Davis Bacon Compliance	Quarter 6 – 12
Pre-Construction Conferences	Quarter 6 – 12
Conduct Employee Interviews	Quarter 6 – 12
Review Weekly Payrolls	Quarter 6 – 12
Prepare Final Wage Report	Quarter 13

### Commercial Rehabilitation: \$400,000.00

Activity	Time of Performance
SHPO & Tier II reviews (as needed)	Quarter 6 – 12
Plans & Specs (when needed)	n/a
Award Construction Contracts	Quarter 6 – 12
Construction	Quarter 6 – 12

## Recap of Project Progress

Business	CDBG	Expended	Match	Remaining
Paraiso – 1246 Main Ave	\$35,000.00	\$32,664.80	\$5,923.50	\$2,335.20
Allen Agency – 1140 Main Ave	\$9,000.00	\$8,894.09	\$2,223.54	\$105.91
Elle's on Main Street – 1103 Main Ave	\$34,000.00	\$34,000.00	\$14,572.11	\$0.00
Scott Skala – 1334 Main Ave	\$10,200.00	\$10,200.00	\$3,796.00	\$0.00
Ken Marvin – 1302 Linden Ave	\$20,000.00	\$20,000.00	\$22,450.67	\$0.00
Edward Jones – 1132 Main Ave	\$9,000.00	\$9,000.00	\$4,737.64	\$0.00
Jaime Castanada – 1229 Main Ave	\$31,500.00	\$30,066.40	\$7,516.60	\$1,433.60
New Beginnings – 1302 Main Ave	\$48,000.00	\$48,000.00	\$13,137.91	\$0.00
Ideal Nutrition – 120 E 13 <sup>th</sup> St	\$11,000.00	\$10,806.80	\$2,692.11	\$193.20
Studio C – 1318 Main Ave	\$11,000.00	\$9,228.12	\$2,307.04	\$1,771.88
Moser Accounting – 1314-1316 Main Ave	\$39,000.00	\$37,647.11	\$9,411.79	\$1,352.89
Jack Cochnar – 142 W 13 <sup>th</sup> St	\$50,000.00	\$47,616.00	\$10,686.92	\$2,384.00
Hanson, Hroch, and Kuntz – 1331 Main Ave	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Rosa Ortega – 119 E 13 <sup>th</sup> St	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Sarrah Gilpin – 125 W 13 <sup>th</sup> St	\$0.00	n/a	n/a	n/a
Shear Designs – 136 E 13 <sup>th</sup> St	\$13,000.00	\$11,200.00	\$2,800.00	\$1,800.00
Angie Diaz – 1202 Main Ave	\$0.00	n/a	n/a	n/a
Melvin Krupicka – 1228 Main Ave	\$0.00	n/a	n/a	n/a
Howard Doty – 130 E 13 <sup>th</sup> St	\$0.00	n/a	n/a	n/a
Havana Meats – 1114 Main Ave	\$0.00	n/a	n/a	n/a
Ortiz Murillo Rentals – 1239 Main Ave	\$24,816.77	\$0.00	\$0.00	\$24,816.77
<b>Total</b>	<b>\$366,516.77</b>	<b>\$309,323.32</b>	<b>\$102,255.83</b>	<b>\$57,193.45</b>

Projects Completed & Reimbursed: 12

Projects under Construction to be completed by contract end: 3

Projects Completed but not completely reimbursed: 1

Projects experiencing delays due to contractor availability: 0

Projects with a rescinded application: 5

**CDBG Award: \$400,000.00**

**CDBG Funds Expended to Date: \$309,323.32**

**CDBG Funds Allocated: \$366,516.77**

**Match Funds Expended: \$102,255.83**

**CDBG Funds Remaining from Allocated Projects: \$57,193.45**

**CDBG Funds Unallocated: \$33,483.23**

**Total Funds Remaining: \$90,676.68**