

**LB840 Advisory Board Meeting**  
**Friday, January 17, 2025 2:00 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. Approve January 10th, 2025 Minutes

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. Consider the amended Crete Housing & Community Development Corporation LB840 application

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 an 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

January 10<sup>th</sup>, 2025 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  
Liz Umana: Absent  
Present: 3, Absent:1, Vacancy: 1

Also present: City Administrator Tom Ourada, City Attorney Anna Burge, City Clerk Nancy Tellez, Office Manager Telisha Carnes, Administrative Assistant Jennifer Valente, Parks and Recreation Director Liz Cody, GIS Coordinator/IT Emerson Aschoff, IT Director Mike Kalkwarf, and Finance Director Wendy Thomas arrived at 12:07 p.m.

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. Meeting Minutes

### **3.A.1. November 8th, 2024 Meeting minutes**

The November 8th, 2024 Meeting Minutes were approved by a motion by Manny Dimas and seconded by Ken Marvin.

### **4. Special Order of Business**

#### **4.A. Consider the PWR & DWD Rental Properties LLC DBA Old Main Bar & Grill LB840 application**

City Administrator Tom Ourada explained that this is the second application request from PWR & DWD Rental Properties LLC DBA Old Main Bar & Grill for LB840 funds. City Attorney Anna Burge stated that the old agreement awarded Old Main Bar & Grill \$96,795.53 of LB840 funds and that was to provide assistance for the building acquisition.

Ourada stated that the highest LB840 award of funds was given to the Blue River Arts Council in the amount of \$350,000 other than the City of Crete pool. Ourada explained that it is an Economic Development Advisory board decision. After the board discussion, it was decided that they would recommend up to \$150,000.00 of LB840 funds to Old Main Bar & Grill.

Ken Marvin motioned to recommend up to \$150,000.00 of LB840 funds to PWR & DWD Rental Properties LLC DBA Old Main Bar & Grill and Manny Dimas seconded the motion.

#### **4.B. Consider the Crete Housing & Community Development Corporation LB840 application**

City Administrator Tom Ourada explained that the Crete Housing and Community Development Corporation (CHCDC) would be submitting a grant application to the Nebraska Department of Economic Development for the Rural Workforce housing Fund. Ourada explained that this grant is a 3 to 1 match for funds. With grant funds from the last round the City of Crete was able to build 4 houses, 2 at \$275,000 and 2 at \$315,000. The goal is now to get more grant funds to be able to build homes in the \$200,000 to \$250,000 price range.

ED Advisory Board Chiar Pual Heath discussed with the rest of the board recommending \$300,000 of LB840 funds for the CHCDC application.

Paul Heath motioned to recommend increasing the funds to \$300,000 of LB840 funds to the Crete Housing and Community Development Corporation and Ken Marvin Seconded.

Ourada stated that the application to the Nebraska Department of Economic Development would be submitted on January 15th, 2025.

#### **4.C. Discuss grant for alley**

City Administrator Tom Ourada stated that there had been some discussion at the last meeting about the alley paying. The City will have the engineer create a district for that alley.

#### **4.D. Discuss the sale of the City's downtown buildings**

City Administrator Tom Ourada stated that there are two interested parties in the downtown City buildings. One of the interested parties would like to purchase half of the building plus the top floor of the second half and the other party would like to purchase the first floor of the building. The City is considering selling the three fourths of the building to one party for about \$100,000 and the other quarter for a little over \$50,000. This would be an opportunity to have at least two more retail businesses and not have vacant buildings on Main Ave. Ourada

explained that there would be performance requirements and if there is a failure to meet the requirements, the property would revert to the City. There is a possibility that the potential buyers would apply for LB840 funds for the upstairs of the building. If they are interested in the Downtown Revitalization Program, they will have to apply once the program starts. Ourada stated that he is going to be talking to Mayor Bauer about the sell of the building.

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

City Administrator Tom Ourada explained that LB840 sunsets later this year. Ourada stated that they have been trying to get information on past projects on the City of Crete website and in the Crete News for people to see all the positive impacts of LB840 in the community. Ourada is going to be talking to Mayor Bauer about possibly putting LB840 on the ballot in May.

#### **6. Adjournment**

Paul Heath motioned to adjourn the meeting at 12:32 p.m. and Ken Marvin seconded the motion.



**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: Crete Housing & Commmunity Development Corporation

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

Contact Person: Tom Ourada Telephone Number: 4028269758

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

Federal Tax ID Number: 47-6006154

Type of Entity:  Start-Up  Buyout  Existing

If Existing, Number of Years in Business in Crete: 4

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

- Retail  Manufacturing  Research & Development
- Headquarter  Telecommunications  Tourism
- Warehouse/Distribution  Government  Other

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

- Proprietorship  Corporation  Partnership
- LLC  Governmental Entity  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	Board Member	
Tom Ourada	Board Member	
Justin Kozicek	Board Member	
Tom Sorensen	Board Member	
Anna Burge	Board Member	

Which type of assistance is the entity applying for?

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

Explain: \_\_\_\_\_

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: Yes, none involving Nebraska Advantage, or other tax deferring programs.

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

Number of Existing Full-Time Equivalent Employees: NA

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

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: NA

Does the Company Employ Any Seasonal Employees?  Yes  No

If Yes, How Many: NA  
 (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:**

CHCDC is applying for a Nebraska Department of Economic Development Workforce Housing grant that, if successful will leverage any funds raised toward housing on a 3 to 1 basis. The last grant application that was awarded was a 1 to 1 grant. With that grant, CHCDC leveraged \$285,000 and as a result was able to direct \$570,000 toward building four new residences that were sold to Crete residents under the HUD Workforce Housing guidelines and threshold. It is our hope that we can leverage \$510,000 (\$10,000 has already been committed) to create a program fund of \$2,550,000 for workforce housing activities. We will be targeting the housing range from \$200,000 to \$250,000 in order to provide more housing availability for more residents.

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$ 500,000.00	\$ 100,000.00
Renovation/Rehabilitation	\$	\$
New Construction	\$ 2,000,000.00	\$ 400,000.00
Machinery / Equipment Acquisition	\$	\$
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$	\$
Small Business Development	\$	\$
Working Capital (Includes Inventory)	\$	\$
Job Training	\$	\$
Other	\$ 50,000.00	\$
<b>Total Project Cost</b>	<b>\$ 2,550,000.00</b>	
	<b>Total LB840 Funds Requested:</b>	<b>\$ 500,000.00</b>

**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): State of Nebraska Department of Economic Development

**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 type="checkbox"/> Yes            | <input checked="" 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

1-10-2025  
 \_\_\_\_\_  
 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 1-10-2025

1/19/2010

DOWNLOAD/SAVE

PRINT