

Business Improvement District Board Meeting
Wednesday, April 16, 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 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. Approve March 13th, 2025 Meeting Minutes

3.B. Discuss draft of bylaws

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.



BUSINESS IMPROVEMENT DISTRICT BOARD MEETING

March 13th, 2025 at 2:00 PM
Crete City Hall, 243 East 13th Street

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

Tom Sorensen: Present
Adam Bauer: Present
Sherri Heath: Present
Crystal Alarcon: Present
Chris Linhart: Present

3. Items of Business

3.A. Election of officers

Tom Sorensen motioned and Adam Bauer seconded to vote Chris Linhart the Chair of the Business Improvement District Board.

Tom Sorensen: Aye, Crystal Alarcon: Aye, Adam Bauer: Aye, Chris Linhart: Aye, Sherri Heath: Aye

Tom Sorensen motioned and Sherri Heath seconded to vote Adam Bauer the Vice Chair of the Business Improvement District Board.

Tom Sorensen: Aye, Crystal Alarcon: Aye, Adam Bauer: Aye, Chris Linhart: Aye, Sherri Heath: Aye

Chris Linhart motioned and Adam Bauer seconded to vote Sherri Heath the Treasurer/Secretary of the Business Improvement District Board.
Tom Sorensen: Aye, Crystal Alarcon: Aye, Adam Bauer: Aye, Chris Linhart: Aye, Sherri Heath: Aye

City Administrator Tom Ourada explained that Finance Director Wendy Thomas would be helping with sending out the invoices for the business improvement district and City Clerk Nancy Tellez would be helping with the minutes of the meetings.

3.B. Discuss policy and bylaws

City Administrator Tom Ourada stated that the advisory board will oversee the funds and the City of Crete will put together the bylaws.

Discussion was held on how the snow removal policy would be handled and the logistics and expectations.

It was discussed that the expectation would be to have the snow removed before 8am and then again in the afternoon and not on call since it might be hard to find a contractor that is able to do that.

Ourada stated that once the expectations are created then they can advertise for bids. Linhart asked if the advertising would be for both snow and weed removal. Ourada added that with snow removal, that is something that is predictable and could be done once a day or twice a day. With weed removal, that could be done possibly once a week or once a month. There were questions about the alleys also being sprayed for weeds. Ourada stated that the ordinance would have to be changed to include alleys.

Adam Bauer asked Ourada about bids and Ourada stated that by July they would seek bids. Ourada mentioned that they would put something together and send it to the group to look at.

Ourada stated that bills have not gone out yet.

4. Petitions - Communications - Citizen Concerns

5. Officers' Reports

6. Adjournment

Chris Linhart motioned to adjourn the meeting at 3:00 p.m..
Tom Sorensen: Aye, Crystal Alarcon: Aye, Adam Bauer: Aye, Chris Linhart: Aye, Sherri Heath: Aye

BY-LAWS

CRETE MAIN AVENUE BUSINESS IMPROVEMENT DISTRICT BOARD

These By-Laws are adopted on _____, by and among the Business Improvement District Board.

1. **Creation of the Crete Main Avenue Business Improvement District Board:** Pursuant to Neb. Rev. Stat. §§ 19-4015 to 19-4038, the City Council of the City of Crete, Nebraska (City), has adopted ordinances on October 15, 2024 and November 19, 2024, creating the Main Avenue Business Improvement District, and appointing members to the Board of Directors.
2. **Purpose:** The purpose of the Main Avenue Business Improvement District is to raise funds and recommend the prudent use of the funds for snow removal and sidewalk maintenance in the district throughout each year.
3. **Members:** The governing body of the Main Avenue Business Improvement District shall be designated as the Board, which shall consist of the five (5) members appointed by the mayor of the City of Crete. Each member shall serve on the Board for three-year terms starting after the initial group of members who shall be appointed on a staggered basis with two members appointed to three-year terms, two members appointed to two-year terms and one member appointed to a one-year term. Members may serve more than one term at the reappointment of the Mayor.
4. **Meetings:** Meetings shall usually be held in the Conference room in Crete City Hall, at 243 E 13th St, Crete, NE 68333, unless otherwise posted. Such meetings shall require notice and agendas. The Board shall meet at least quarterly including the last month of each calendar year to elect the chairperson and secretary. A meeting may be called by the chairperson, the Mayor, or the City Administrator.
5. **Special meetings:** Special meetings of the Board may be called by or at the request of the chairperson, Mayor, or the City Administrator. The person or persons authorized to call special meetings of the Board may fix the place for holding any special called by them.
6. **Notice:** Notice of meetings shall be published at least five (5) days in advance of such meetings in the County legal newspaper.
7. **Quorum:** A majority of the number of members (3 persons) shall constitute a quorum for the transaction of business at any meeting of the Board, but if less than such majority is present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.
8. **Manner of Acting:** Any action of the Board shall require the affirmative vote of a majority of the total number of Directors (3 votes) at a legally convened meeting of the Board.
9. **Officers:** The Board shall elect a Chairperson and secretary at each December meeting, for a term to continue until the Board's next annual meeting.
10. **Funding:** The Board shall be provided with budget and funding information to make informative decisions on recommendations to the Crete City Council on proposed

improvements and maintenance expenses for the district. Said funding shall come from tax funding established by Crete City Council and charged to businesses within the district based on the linear front footage of property.

11. **Expenses:** To complete the work of maintaining sidewalks the Business Improvement Board shall open all potential jobs for bids from businesses. The Board shall follow Nebraska Revised Statutes 73-101 and recommend the lowest responsible bidder to complete the work.
12. **Open Meetings Act:** The Board is a “public body” and subject to the provisions of the Nebraska Open Meetings Act, Sections 84-1407 through 84-1414, as the same shall be amended. Board records and minutes shall be kept available for inspection by the public in the office of the Crete City Clerk.

Members:

_____	_____
_____	_____
_____	_____

Attest:
