

**Airport Advisory Board Meeting**  
**Thursday, June 12, 2025 8:15 AM**  
**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**

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

3.A. May 8th, 2025 Airport Advisory Board Minutes

3.B. Resolution 2025-07 authorizing the mayor and city attorney to E-sign agreement for 2025 FAA grant for Crete Municipal Airport

3.C. Resolution 2025-08 authorizing the mayor to sign agreement waiving receipt of non-primary entitlement funds for Crete Municipal Airport

3.D. New rates for hangars

3.E. Discuss fuel

3.F. Discuss budget

**4. Petitions - Communications - Citizen Concerns**

- Citizen testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- 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. Officers' Reports**

- Reports may be given by Officers, City Departments, Committees, or Board members concerning the current operations of the Airport.
- 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.A. Airport Manager Report

5.B. 2025 Airport Projects 6.6.2025

**6. Adjournment**

- 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 AIRPORT ADVISORY BOARD MEETING

May 8<sup>th</sup>, 2025 at 8:15 AM

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

Greg Hier: Present

Kirk Keller: Present

James Dux: Present

Howard Nitzel: Present

Blaine Spanjer: Present

Present: 5. Absent: 0

Also present: City Administrator Tom Ourada, City Attorney Anna Burge, City Clerk Nancy Tellez, IT Director Mike Kalkwarf, Airport Manager Samantha Haack, Airport Manager Justin Haack, Lead Engineer at Olsson Chris Corr arrived at 8:22 a.m.

#### 3. Items of Business

##### 3.A. March 13th, 2025 Minutes

Howard Nitzel motioned to approve the minutes and Kirk Keller seconded the motion.

Greg Hier: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye, James Dux: Aye, Kirk Keller: Aye

### **3.B. Airport Rules and Regulations**

James Dux motioned to approve the Airport Rules and Regulations and Kirk Keller seconded the motion.

Greg Hier: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye, James Dux: Aye, Kirk Keller: Aye

### **3.C. Bid heat as an alternate**

City Administrator Tom Ourada stated that they were not able to get heat for the hangar and FAA said they can bid heat as an alternate. Chris Corr stated that there were some things that the FAA allowed and some things they did not allow after that were the same. Corr stated that there will be a commissioners' meeting and there will be guidance provided on the State Aid Program. There was discussion on the loans through the FAA only being on eligible items.

### **3.D. Airport septic system discussion**

IT Director Mike Kalkwarf stated that he got a bid for a new septic tank and laterals from Pribyl Plumbing & Heating, Inc. in the amount of \$18, 820.18. There was also another bid from Southwich for about \$8,000 to \$10,000 but the bids were not comparable.

Airport Advisory Board Chair Blaine Spanjer stated that he is going to reach out to Stutzman to get another bid.

James Dux motioned to move forward and approve one that is size appropriate and Kirk Keller second.

## **4. Petitions - Communications - Citizen Concerns**

## **5. Officers' Reports**

### **5.A. Airport Manager Report**

Airport Manager Sam Haack stated that during the hangar inspections everyone received a letter about having a spill kit in every hangar and end unit. The letters also addressed fire extinguishers and a couple of people also needed to get a cabinet for their aerosols. There is also hangar maintenance that needs to be done.

## **6. Adjournment**

The meeting adjourned at 9:09 a.m.

**RESOLUTION NO. 2025-07**

RESOLUTION ADOPTING AND APPROVING THE EXECUTION OF AN AGREEMENT FOR THE 2025 FEDERAL AVIATION ADMINISTRATION GRANT FOR CRETE MUNICIPAL AIRPORT AND AUTHORIZING MAYOR BAUER AND CITY ATTORNEY BURGE TO E-SIGN THE AGREEMENT UPON RECEIPT.

Be it resolved by the mayor and members of the City Council of Crete, Nebraska that:

1. The City Council shall enter into an Agreement with the Federal Aviation Administration for 2025 grant funds.
2. The Mayor of Crete is hereby authorized and directed to execute said Agreement on behalf of the City Council.
3. The City Attorney is hereby authorized to sign said Agreement on behalf of the City Council.

PASSED AND APPROVED this 3<sup>rd</sup> day of June, 2025.

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Mayor

ATTEST:

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City Clerk

# e-Signature Grant Sponsor Request Form

FAA Airports Division (ARP) is offering e-signature for all FY2025 grants via Adobe e-Signature. This will expedite the process so that airport Sponsors receive grants as quickly as possible. If you would like to receive your FY2025 grant via email for e-signature, please complete this form.

**Sponsors do not need any special software to sign grants electronically.**

Documents are emailed in the order specified below, and only one signature is required for each step (known as a signature block) in the process. The request for signature is sent by email, sequentially after the signature from the previous block is complete.

For each signature block, a Sponsor may submit more than one individual to have an equal right to sign, however only one signature is applied. For example, two Sponsor names can be entered under the Sponsor signature block, a primary and back-up, however only one will be able to sign.

If an airport has co-sponsors, the airport co-sponsors will need to fill out the Sponsor, Attorney, Co-Sponsor and Co-Sponsor Attorney signature blocks.

If an airport has more than two sponsors, the sponsors need to indicate this in the space provided at the end of the form.

When the e-signature process is complete, everyone, including the individuals listed below that did not sign, will receive an email copy of the signed document.

**Please note: Signers must have a unique email address – signers cannot use a shared email address.**

<b>Airport Name</b>	<b>City</b>	<b>State</b>
<u>Crete Municipal</u>	<u>Crete</u>	<u>Nebraska</u>

**Sponsor Signature Block:**

Full Name	Title	Email Address	Phone Number
<u>Dave Bauer</u>	<u>Mayor</u>	<u>dave.bauer@crete.ne.gov</u>	<u>(402) 826-4314</u>

**Attorney Signature Block:**

Full Name	Title	Email Address	Phone Number
<u>Anna Burge</u>	<u>City Attorney</u>	<u>anna.burge@crete.ne.gov</u>	<u>(402) 826-4313</u>

**Co-Sponsor Signature Block:**

Full Name	Title	Email Address	Phone Number
<u></u>	<u></u>	<u></u>	<u></u>

**CC Recipient - (Read-only access to grant - will receive email copy of grant when grant submitted and completed)**

Full Name	Title	Email Address	Phone Number
<u>Anna Lannin</u>	<u>NDOT Aeronautics Division</u>	<u>ndot.aeroengineering@nebraska.gov</u>	<u>(402) 471-2371</u>

**RESOLUTION NO. 2025-08**

RESOLUTION ADOPTING AND APPROVING THE EXECUTION OF AN AGREEMENT TO WAIVE RECEIPT OF THE NON-PRIMARY ENTITLEMENT FUNDS APPORTIONED TO CRETE MUNICIPAL AIRPORT IN FISCAL YEAR 2022 AND TRANSFERRING THESE FUNDS TO NDOT AERONAUTICS DIVISION.

Be it resolved by the mayor and members of the City Council of Crete, Nebraska that:

1. The City Council shall enter into an Agreement with the Federal Aviation Administration waiving the airports right to the specified non-primary entitlement funds and transferring those funds to NDOT Aeronautics Division.
2. The Mayor of Crete is hereby authorized and directed to execute said Agreement on behalf of the City Council.
3. The Agreement referred to hereinabove is attached hereto as Exhibit “O”, and made a part hereof by reference.

PASSED AND APPROVED this 3<sup>rd</sup> day of June, 2025.

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Mayor

ATTEST:

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City Clerk



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

## **FAA Form 5100-110, Request for FAA Approval of Agreement for Transfer of Entitlements**

### **Paperwork Reduction Act Burden Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

## Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor:

hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47114(c) for

the: Name of Transferring Airport (and LOCID): ( )

for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
<b>Total</b>		

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and LOCID) Receiving Transferred Entitlements: ( )

Name of Receiving Airport's Sponsor:

a public use airport in the same state or geographical areas as the transferring airport for eligible projects under 49 USC § 47104(a).

The waiver expires on the earlier of (date) or when the availability of apportioned funds lapses under 49 USC § 47117(b).

**For the United States of America, Federal Aviation Administration:**

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

Name:

Title:

Date:



Door Width	36	40	42	45	48	End
Crete	\$ 90.00	\$ 95.00	\$ 100.00	\$ 110.00	\$ 125.00	\$ 65.00

Beatrice	A	B	C	D	E	End
Dennis Schmidt	\$ 96.43	\$ 116.73	\$ 121.80	\$ 76.13	\$ 152.25	\$ 177.63
	40	40.4	43'		41	47'6
	9'6	11'4	13'6	11'4		14
Cement Pads only						

Aurora	\$ 70.00	\$ 95.00
Terry Ott	40'	44'
402-694-3144		

Fairbury	\$75
Sandi Decker	Across the board
402-729-7161	

Ne City	40'
Kyle Gress	110
402-873-0550	

Seward	40'	41.6'	41.6	41.6	40'
Whisler	\$ 95.00	\$ 110.00	\$ 125.00	\$ 150.00	\$ 500.00
402-643-2125	older	newer	newer	end	box hanger

Tecumseh	40'	40'	40'
Mike Wendt	\$ 50.00	\$ 100.00	\$ 75.00
402-335-3303			

York	40'	45'	15'x45	15'x48
Randy Hall	\$ 75.00	\$ 90.00	\$ 125.00	\$ 150.00
402-366-5876				

Wahoo	\$ 179.00	\$ 190.00	\$ 224.00	\$ 251.00	\$ 276.00
Paul Taylor	60	60	60	60	60
402-269-4317	\$ 119.00	\$ 130.00	\$ 164.00	\$ 191.00	\$ 216.00

Auburn	Comm	42'		10x20	12x30
Kendall Neiman	\$100	\$ 65.00		\$ 70.00	\$ 90.00
402-274-8386					

Plattsmouth	\$160
Brandon Matteo	Across the Board
402-298-8468	

Lincoln	40.5'	43.5'	55'	40'
	\$ 171.00	\$ 207.00	\$ 460.00	\$ 138.00
	12.5'	14.5'		9'
Chain				

**Rate Increase Scenario #1**  
**Simple % Increase**

Door Width	36	40	42	45	48	End
Crete	\$ 90.00	\$ 95.00	\$ 100.00	\$ 110.00	\$ 125.00	\$ 65.00

				Month	Month	Month	
				10%	15%	20%	
End Units	8	\$ 71.50	\$ 74.75	\$ 78.00	\$ 858.00	\$ 897.00	\$ 936.00
36	1	\$ 99.00	\$ 103.50	\$ 108.00	\$ 1,188.00	\$ 1,242.00	\$ 1,296.00
40	24	\$ 104.50	\$ 109.25	\$ 114.00	\$ 1,254.00	\$ 1,311.00	\$ 1,368.00
42	8	\$ 110.00	\$ 115.00	\$ 120.00	\$ 1,320.00	\$ 1,380.00	\$ 1,440.00
45	16	\$ 121.00	\$ 126.50	\$ 132.00	\$ 1,452.00	\$ 1,518.00	\$ 1,584.00
48	2	\$ 137.50	\$ 143.75	\$ 150.00	\$ 1,650.00	\$ 1,725.00	\$ 1,800.00
				Annual	Annual	Annual	
				10%	15%	20%	
End Units	8	\$ 71.50	\$ 74.75	\$ 78.00	\$ 6,864.00	\$ 7,176.00	\$ 7,488.00
36	1	\$ 99.00	\$ 103.50	\$ 108.00	\$ 1,188.00	\$ 1,242.00	\$ 1,296.00
40	24	\$ 104.50	\$ 109.25	\$ 114.00	\$ 30,096.00	\$ 31,464.00	\$ 32,832.00
42	8	\$ 110.00	\$ 115.00	\$ 120.00	\$ 10,560.00	\$ 11,040.00	\$ 11,520.00
45	16	\$ 121.00	\$ 126.50	\$ 132.00	\$ 23,232.00	\$ 24,288.00	\$ 25,344.00
48	2	\$ 137.50	\$ 143.75	\$ 150.00	\$ 3,300.00	\$ 3,450.00	\$ 3,600.00
<b>Total</b>				<b>\$ 75,240.00</b>	<b>\$ 78,660.00</b>	<b>\$ 82,080.00</b>	



**CRETE FUEL LLC  
FLOW TRACKER 24-25**

<b>MONTH</b>	<b>YEAR</b>	<b>100LL</b>	<b>JET-A</b>	<b>TOTAL GALLONS</b>	<b>FLOWAGE FEE</b>
APRIL	2024	944.20	1831.80	2776.00	\$222.08
MAY	2024	1060.90	2931.60	3992.50	\$319.40
JUNE	2024	1286.40	2566.40	3852.80	\$308.22
JULY	2024	1451.30	2910.50	4361.80	\$348.95
AUGUST	2024	1634.20	2487.60	4121.70	329.74
SEPTEMBER	2024	1940.00	3225.30	5165.30	\$413.22
OCTOBER	2024	1098.50	4473.00	5571.50	\$445.72
NOVEMBER	2024	1001.30	2008.60	3009.90	\$240.79
DECEMBER	2024	545.40	2323.90	2869.30	\$229.54
JANUARY	2025	318.00	2559.60	2877.50	\$230.20
FEBRUARY	2025	459.20	2276.00	2735.30	\$218.82
MARCH	2025	1003	3076.5	4079.5	\$326.36
APRIL	2025	1746.4	3169	4915.4	\$393.23

## 2025 AIRPORT PROJECTS

Revised 6/6/25

**8/24- 80x120 hangar to be located in A hangar space, no taxi way modification.**

**Septic system repair ????**

**SRE overhead door seal**

Air Methods hangar, East wall rusting thru - **SE window cracked, east door rusty**

Weather station

Hangar B thresholds have settled, tenants have installed ramps

Roll grass runway, Fertilizer, Spray / March or April

Burn Brush piles

Fence on west road needs repair

*Repair entry road fence/ tubing AJ Maas 402-795-2019*

*Gana hangar door seal, rain leaks under it*

Beacon gear box appears worn

Establish JOINT and CRACK seal program Create annual budget to comply ?

Airport sign lighting- On road side

SRE/ Carbon monoxide fan bearings

Upgrade lobby area, " Welcome to CRETE signage" +Update furniture

Abandoned NDB shack in pasture

Conference room carpet faded/ Ceiling tile water damage

## FUTURE ITEMS

- F-86 Restoration
- Skid steer, with attachments (Lease ?)
- Reseal asphalt area of parking lot
- AIRPORT MINIMUM STANDARDS, was submitted 1/22

## LONG TERM

T hangar approaches, pave grass areas (Est \$100K)

Entry road culvert repair

Provide natural gas service

Install AWOS (Est \$600K)