

Crete City Council Regular Meeting
Tuesday, November 4, 2025 6:00 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.
- Please stand for the Pledge of Allegiance.

2. Roll Call

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

3. Consent Agenda

- All items listed on the consent agenda will be approved by one motion and vote. No separate discussion of these items will occur unless the Mayor, a Councilmember, or a citizen so requests. If such a request is made, the item will be moved out of the consent agenda and considered separately.

3.A. Approve Meeting Minutes

- 3.A.1. October 7th, 2025 City Council Minutes
- 3.A.2. October 7th, 2025 Legislative & Economic Development Minutes
- 3.A.3. October 7th, 2025 Finance Committee Minutes
- 3.A.4. October 7th, 2025 Public Works Committee Minutes
- 3.A.5. October 23rd, 2025 City Council Special Meeting Minutes
- 3.A.6. October 21st, 2025 Legislative & Economic Development Minutes
- 3.A.7. October 21st, 2025 Public Works Committee Minutes

3.B. Accept the City Treasurer's Report

3.C. Approve the Payment of Claims Against the City

4. 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.

4.A. Public Hearing to hear testimony in favor of and in opposition to the review of the R-3 Special Exception request from TML Properties at 307 E 12th St for a sign.

4.B. Consider the application from TML Properties for a R-3 Special Exception permit request at 307 E 12th St for a sign

4.C. Ordinance 2260 Amending Ordinance 2255

- 4.D. Consider Resolution 2025-26 Crete DBE Program FY 25-26-27
- 4.E. Resolution 2025-27 Signing of the Year-End Certification of City Street Superintendent 2025
- 4.F. Consider the LB840 Application from Dollarama Remodeling and Solutions LLC in the amount up to \$27,000.00
- 4.G. Consider the LB840 Application from Tom and Vicki Sorensen in the amount up to \$250,000.00
- 4.H. Consider the LB840 Application from Cristina's Family Restaurant in the amount up to \$20,000.00
- 4.I. Consider the MEAN Master Services Agreement
- 4.J. Consider the Crete Carrier Community Room Grant Application from Jay Gilbert for Apace Concert on Wednesday, December 3rd, 2025.
- 4.K. Consider the Drevo Addition Administrative Subdivision
- 4.L. Consider the SACK 1st Addition Administrative Subdivision
- 4.M. consider replacement of tar kettle
- 4.N. Consider the grant donation for the Crete Volunteer Fire Department.
- 4.O. Consider the serving of catered alcohol with a Special Designated Liquor License at the Community Room for the Rotary Club holiday dinner on December 18th, 2025 from 4:00 p.m. to 10:00 p.m.
- 4.P. Consider the Downtown Business District Snow Removal and Weed Management Service Agreement

5. Petitions - Communications - Resident Concerns

- Resident 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.

6. Officers' Reports

- Reports may be given by Officers, Departments, Committees, 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.

6.A. Permitted Logs

6.B. Planning Commission Minutes

6.C. Airport Advisory Board Minutes

7. 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.



CITY COUNCIL REGULAR MEETING

October 7th, 2025 at 6:00 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 Crisman: Present
Anthony Fitzgerald: Present
Kyle Frans: Present
Ashley Newmyer: Present
Dan Papik: Present
Dale Strehle: Present

Present: 6.

3. Consent Agenda

Approved the Consent Agenda Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

3.A. Approve Meeting Minutes

3.A.1. September 16th, 2025 City Council Minutes

3.A.2. September 16th, 2025 Public Works Committee Meeting Minutes

3.A.3. September 16th, 2025 Public Safety Committee Meeting Minutes

3.A.4. September 16th, 2025 Finance Committee Meeting Minutes

3.A.5. September 16th, 2025 Legislative & Economic Development Meeting Minutes

3.A.6. September 16th, 2025 Personnel Committee Meeting Minutes

3.A.7. September 24th, 2025 City Council Special Meeting Minutes

3.B. Accept the City Treasurer's Report

3.C. Approve the Payment of Claims Against the City

3.D. Mayor's appointment of Veronica Ortiz to the LB840 Advisory Board.

4. Items of Business

4.A. Consider adopting the Disadvantaged Business Enterprise (DBE) program

Tabled adopting the Disadvantaged Business Enterprise (DBE) program Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.B. Consider Ordinance 2260 Creating Street Improvement Project Nos. 2024-1, 2024-2, 2024-3, and 2024-4

City Administrator Tom Ourada stated that these paving districts are for street & alley improvements.

Introduced Ordinance 2260 and moved that the statutory rule requiring three separate readings be suspended Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

Enact Ordinance 2260 Creating Street Improvement Project Nos. 2024-1, 2024-2, 2024-3, and 2024-4 Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.C. Set a Bid letting date for Crete Street & Alley Improvements

Set a Bid letting date for Crete Street & Alley Improvements to Thursday, November 6th, 2025 at 10:00 a.m. Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.D. Consider the Saline County Area Transit (SCAT) request for Crete's share of the local matching funds for fiscal year 2026.

Approved the Saline County Area Transit (SCAT) request for Crete's share of the local matching funds for fiscal year 2026. Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.E. Consider Resolution 2025-25 ratifying the votes of the City's LARM Representative, Nancy Tellez at the September 24th, 2025 Annual Members' Meeting of the League Association of Risk Management, including the election of nominees to the LARM Board of Directors.

Adopt Resolution 2025-25 ratifying the votes of the City's LARM Representative, Nancy Tellez at the September 24th, 2025 Annual Members' Meeting of the League Association of Risk Management, including the election of nominees to the LARM Board of Directors. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.F. Consider the LPA Program Agreement between the City of Crete and Nebraska Department of Transportation.

Approved the LPA Program Agreement between the City of Crete and Nebraska Department of Transportation. Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.G. Consider Resolution 2025-24 Signing of Program Agreement -BL2515 City of Crete and the Nebraska Department of Transportation NDOT Project Number DPS-76(53)

Adopt Resolution 2025-24 Signing of Program Agreement -BL2515 City of Crete and the Nebraska Department of Transportation NDOT Project Number DPS-76(53) Carried with a motion by Tom Crisman and a second by Kyle Frans.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.H. Consider the Crete Public Library applying for the Nebraska Library Commission's Continuing Education & Training Grant

Approved the Crete Public Library applying for the Nebraska Library Commission's Continuing Education & Training Grant Carried with a motion by Tom Crisman and a second by Kyle Frans.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.I. Consider the Crete Public Library applying for the Nebraska Library Commission's Internship Grant

Approved the Crete Public Library applying for the Nebraska Library Commission's Internship Grant Carried with a motion by Kyle Frans and a second by Tom Crisman.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.J. Consider the Crete Public Library applying for the Nebraska Library Commission's Youth Grant for Excellence

Approved the Crete Public Library applying for the Nebraska Library Commission's Youth Grant for Excellence Carried with a motion by Tom Crisman and a second by Kyle Frans.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.K. Consider the Crete Public Library applying for the Nebraska Library Commission's Library Improvement Grant

Approved the Crete Public Library applying for the Nebraska Library Commission's Library Improvement Grant Carried with a motion by Tom Crisman and a second by Kyle Frans.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.L. Consider the Crete Public Library applying for the Walmart Grant for Memory Care Items

Approved the Crete Public Library applying for the Walmart Grant for Memory Care Items Carried with a motion by Kyle Frans and a second by Tom Crisman.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.M. Consider the Crete Public Library applying for the American Library Association's Libraries Transforming Communities Grant

Approved the Crete Public Library applying for the American Library Association's Libraries Transforming Communities Grant Carried with a motion by Tom Crisman and a second by Ashley Newmyer.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.N. Consider the LB840 Application from Heath Sports in the amount up to \$35,000 for a new automatic screen-printing machine.

Approved the LB840 Application from Heath Sports in the amount up to \$35,000 for a new automatic screen-printing machine. Carried with a motion by Ashley Newmyer and a second by Dale Strehle.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.O. Consider the LB840 Application from Saline Medical Specialties for a loan guarantee for up to \$500,000 for equipment, employee recruitment and job training.

Tabled until the next City Council meeting the LB840 Application from Saline Medical Specialties for a loan guarantee for up to \$500,000 for equipment, employee recruitment and job training. Carried with a motion by Ashley Newmyer and a second by Dale Strehle.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.P. Consider authorizing the City of Crete to apply for the Nebraska Statewide Arboretum Community Forestry Infrastructure Grant

Approved to authorize the City of Crete to apply for the Nebraska Statewide Arboretum Community Forestry Infrastructure Grant Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.Q. Consider amending the Master Fee Schedule

Approved amending the Master Fee Schedule Carried with a motion by Kyle Frans and a second by Ashley Newmyer.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.R. Consider the Waste Connections draft agreement

Tabled the Waste Connections draft agreement Carried with a motion by Dale Strehle and a second by Tom Crisman.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.S. Authorization of deviation from City spec from Timothy Ct and Iris Ave

Approved the authorization of deviation from City spec from Timothy Ct and Iris Ave Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.T. Authorization of deviation from City spec for sidewalk placement at 15th Street and Kingwood Ave.

Approved the authorization of deviation from City spec for sidewalk placement at 15th Street and Kingwood Ave. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.U. Consider the Bid Proposal for Weed Control and Snow Removal Services from Will Wenz with Lawn Kings

Approved the Bid Proposal for Weed Control and Snow Removal Services from Will Wenz with Lawn Kings Carried with a motion by Dale Strehle and a second by Dan Papik.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

5. Petitions - Communications - Resident Concerns

6. Officers' Reports

- Lieutenant Dawn Jonas stated the following:
 - Thanked the City Council for the authorization to apply for the STEP Grant. They were awarded \$110,000 which they will use during the fiscal year to help pay for officers' overtime so they can do traffic safety, public safety projects and presentations.
 - The police department also got awarded a car seat grant for \$2,500. School Resource Officer Noah Zach attended a training on how to install and inspect car seats. Zach, Public Health Solutions, Crete Public Schools and Sixpence helped with a car seat inspection event. There were 12 vehicles that went through and 20 car seats that were installed or inspected and out of those only 4 car seats had been installed correctly. The grant and Public Health Solutions helped provide 16 car seats at that event.
 - Jonas introduced Hermes Trujillo as the City's new Code Enforcement Officer.
- Parks and Recreation Director Liz Cody stated the following:
 - Flag Football and Coed Softball has just ended.
 - Thanked Recreation Coordinator Dan Dunaway for his help with the multiple programs and activities.
 - Registration is now open until October 24th, 2025 for the Kickin' It With Gold Star Martial Arts.
 - There are multiple renovations going on around the City at Northward Park, Library Park and Tuxedo Park.
 - A lot of tree work is going on during the last quarter of the grant funds that were received.
 - City Administrator Tom Ourada stated that the tree grants have helped to fund other Parks and Recreation activities.
 - Mayor Dave Bauer encouraged everyone to let Parks and Recreation Director Liz Cody know if they see any tree limbs that are broken and hanging.
- Library Director Jessica Wilkinson stated the following:
 - Youth Services Librarian Maridza Vasquez is currently going through the children books collection.
 - With the new fiscal year starting they are buying new books for the library.
- Building Inspector Trenton Griffin stated the following:

- Thanked the City Council for approving to amend the Master Fee Schedule. That will help to reflect the total valuation are and Griffin is also going to be turning in the number to the Census Bureau.
- City Council member Tom Crisman and Ashley Newmyer thanked all the City of Crete Department Heads for their work on applying for grants.
- Newmyer also asked Ourada if there is a start time for the planning of the pedestrian bridge and Ourada stated that there is not one yet.
- City Administrator Tom Ourada stated the following:
 - There will be a meeting on October 8th, 2025 with the previous fuel manager and airport managers for the succession of the airport fuel.
 - Have been meeting with Burlington Railroad and the management agency under grant facilitation to discuss adding a quiet zone in town and a vehicle, pedestrian overpass and crossing improvements. There will be another meeting next Tuesday, October 15th, 2025.
 - The new budget form for the year no one really knew how to do it but we found out that all the other First Class cities filled it out the same as we did.
 - Had a meeting with JEO on water improvements plans that are 90% done and possibly by next week there will be 100% finished plans. Then they will go to the City Council for approval of the plans and then go out for bid. The project will be around \$3.6 million and we got a \$1.2 million in grant and \$2.4 in low interest loan.
 - Working with Southeast Nebraska Development District (SENDD) on an EPA Brownfields Assessment Grant. We included the city property in south Crete to see how we can improve that with federal aid money.
 - Will be looking at Blue Acres paving and JEO has given preliminary assessment and cost estimates.
 - Tom would like to start an animal shelter project. There are many animals euthanized throughout the year and we pay for that. If we could get grants and volunteers then the money we spend on euthanizing can be spent on a shelter. The Capital Humane Society is no kill and they are very selective on what they can take. We can make this animal shelter possible with grants and effort from the City and public.
 - Ourada emailed the mayor and council a new list of the tarring schedule for this fall.
 - The City has extended an offer to a potential police officer and once the background check is completed he will be introduced to the council and would start in January.
 - Looking at a second officer but have not met with him yet.
 - Ourada referenced back to a question that council member Anthony Fitzgerald had on sidewalks. Ourada stated that you go to the Board of Adjustments when you have something that you can't comply with not something that you don't want to comply with by state law. The City Council can authorize various placements of sidewalks based on plans of what someone wants to do. The City Council has the authority by ordinance and state statute to dictate sidewalk placements.
- Fitzgerald asked about the zoning consultant and Ourada stated that the City Council approved him and he is ready to start working on it.

- Fitzgerald also asked out the City auction and Ourada stated that Media Specialist Jenn Lampila and GIS Technician/IT Emerson Aschoff took that over and we cleared \$13,000.
- Fitzgerald also asked if the airport folks can get on City billing software and Finance Director Wendy Thomas stated that the City already has access to that through Xpress Bill Pay.
- Mayor Bauer thanked all the City departments for helping with another successful Pumpkin Festival.
- City Administrator Tom Ourada stated that Alison Janecek Borer with Cline Williams will be at the City Council meetings while City Attorney Anna Burge is out on leave until early next year.

7. Adjournment

The meeting adjourned at 6:57 p.m.

Mayor

(SEAL)

City Clerk

I, Nancy Tellez, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk

(S E A L)



CITY COUNCIL LEGISLATIVE & ECONOMIC DEVELOPMENT COMMITTEE MEETING

October 7th, 2025 at 5:00 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

Ashley Newmyer: Absent
Tom Crisman: Present
Dale Strehle: Present
Present: 2, Absent: 1.

3. Items of Business

3.A. Consider the LB840 Application from Saline Medical Specialties

City Administrator Tom Ourada explained that there was not quorum for the LB840 meeting and this application will be reviewed at the next advisory board meeting.

Tabled the LB840 Application from Saline Medical Specialties until the next committee meeting Tabled with a motion by Tom Crisman and a second by Dale Strehle.

Tom Crisman: Aye, Dale Strehle: Aye
Aye: 2, No: 0

3.B. Consider the LB840 Application from Dollarama Remodeling and Solutions LLC

Tabled the LB840 Application from Dollarama Remodeling and Solutions LLC until the next committee meeting. Tabled with a motion by Tom Crisman and a second by Dale Strehle.

Tom Crisman: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.C. Consider the LB840 Application from Tom and Vicki Sorensen

Tabled the LB840 Application from Tom and Vicki Sorensen until the next committee meeting. Tabled with a motion by Tom Crisman and a second by Dale Strehle.

Tom Crisman: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.D. Animal Shelter

City Administrator Tom Ourada stated that he would like to proceed with applying for grants and look into starting a pet shelter or starting a partnership. Ourada stated that there was no motion necessary at this moment.

4. Officers' Reports

5. Adjournment



CITY COUNCIL FINANCE COMMITTEE MEETING

October 7th, 2025 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

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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

Kyle Frans: Present
Ashley Newmyer: Present
Dale Strehle: Present

Present: 3.

3. Items of Business

3.A. Consider amending the Master Fee Schedule

City Administrator Tom Ourada stated that the amendments to the Master Fee Schedule are to include the total cost of labor and materials. The property owners providing their own labor should enter actual material cost and multiply by two. The City of Crete may require a copy of an estimate or bill for materials.

Recommend to the City Council amending the Master Fee Schedule Carried with a motion by Ashley Newmyer and a second by Dale Strehle.

Kyle Frans: Aye, Ashley Newmyer: Aye, Dale Strehle: Aye
Aye: 3, No: 0

4. Officers' Reports

5. Adjournment



CITY COUNCIL PUBLIC WORKS COMMITTEE MEETING

October 7th, 2025 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

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City Bank and Trust, 1135 Main Avenue

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1. Open Meeting

2. Roll Call

Anthony Fitzgerald: Present

Dan Papik: Present

Dale Strehle: Present

Present: 3.

3. Items of Business

3.A. Consider Ordinance 2260 Creating Street Improvement Project Nos. 2024-1, 2024-2, 2024-3, and 2024-4

City Administrator, Tom Ourada, discussed how these are ones that were seen in the past, and the design is ready.

Recommendation was made to the City Council to adopt Ordinance 2260 Creating Street Improvement Project Nos. 2024-1, 2024-2, 2024-3, and 2024-4. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 3, No: 0

3.B. Set a Bid letting date for Crete Streets & Alley Improvements

City Administrator Tom Ourada explained that the City would like three weeks to advertise before bids. The date is set for Thursday, November 6th, 2025 at 10:00 am.

Recommendation was made to the City Council to approve the Bid letting date of November 6th at 10:00 am for the Crete Streets & Alley Improvements. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 3, No: 0

3.C. Consider the Saline County Area Transit (SCAT) request for Crete's share of the local matching funds for fiscal year 2026.

City Administrator, Tom Ourada, discussed how it was budgeted for the same cost as last year.

Recommendation was made to the City Council to approve the Saline County Area Transit (SCAT) request for Crete's share of the local matching funds for fiscal year 2026. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 3, No: 0

3.D. Consider the LPA Program Agreement between the City of Crete and Nebraska Department of Transportation.

City Administrator, Tom Ourada, discussed how this is a \$288,000 grant program. The City was awarded the grant and has a grant agreement. This is for the planning of the pedestrian access to the north side of town.

Recommendation was made to the City Council to adopt the LPA Program Agreement between the City of Crete and Nebraska Department of Transportation. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 3, No: 0

3.E. Consider Resolution 2025-24 Signing of Program Agreement-BL2515 City of Crete and the Nebraska Department of Transportation NDOT Project Number DPS-76(53)

No discussion needed.

Recommendation was made to the City Council to adopt Resolution 2025-24 Signing of Program Agreement BL2515 City of Crete and the Nebraska Department of Transportation NDOT Project Number DPS-76(53). Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 3, No: 0

No discussion needed.

3.F. Consider the Waste Connections draft agreement

City Administrator, Tom Ourada, would like to continue to negotiate. Tabled until the next council meeting.

Recommendation was made to the City Council to table the Waste Connections draft agreement. Tabled with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 3, No: 0

3.G. Authorization of deviation from City spec from Timothy Ct and Iris Ave

City Administrator, Tom Ourada, discussed how this does not meet City standards, but it does meet NDOT standards. When the sidewalk was made and replaced, it was done at NDOT spec, and this is the continuation of the NDOT spec.

Recommendation was made to the City Council to grant the deviation from City spec from Timothy Ct and Iris Ave. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.H. Authorization of deviation from City spec for sidewalk placement at 15th Street and Kingwood Ave.

City Administrator, Tom Ourada, discussed that this would be in the residential area. Building Inspector, Trent Griffin, discussed more on the sidewalk and mentioned how this would allow them to get a parking lot in and access to the sidewalk. Trent also mentioned that the sidewalk would have to connect to the existing sidewalk.

Recommendation was made to the City Council to grant deviation from City spec for sidewalk placement at 15th Street and Kingwood Ave. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.I. Consider the Bid Proposal for Weed Control and Snow Removal Services from Will Wenz with Lawn Kings

City Administrator, Tom Ourada, discussed bids that came in and how Will Wenz with Lawn King would be a good option for the City.

Recommendation was made to the City Council to adopt Bid Proposal for Weed Control and Snow Removal Services from Will Wenz with Lawn Kings. Carried with a motion by Anthony Fitzgerald and a second by Dan Papik.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

4. Officers' Reports

5. Adjournment



CITY COUNCIL REGULAR MEETING

October 23rd, 2025 at 5:00 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

Ashley Newmyer: Absent
Tom Crisman: Present
Anthony Fitzgerald: Present
Kyle Frans: Present
Dan Papik: Present
Dale Strehle: Present

Present: 5, Absent: 1.

3. Consent Agenda

Approved the consent agenda Carried with a motion by Dale Strehle and a second by Dan Papik.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 5, No: 0

3.A. Approve Meeting Minutes

3.B. Accept the City Treasurer's Report

3.C. Approve the Payment of Claims Against the City

4. Items of Business

4.A. Consider the Jelinek Addition Administrative Subdivision

Mayor Dave Bauer stated that this had also been approved on the Public Works committee meeting on Tuesday, October 21st, 2025.

Approved the Jelinek Addition Administrative Subdivision subject to changes. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 5, No: 0

4.B. Consider the claims from Crete Ace Hardware in the amount of \$2,230.22

Mayor Dave Bauer voted yes on this item since there were only four council members present voting and Dan Papik abstained from voting

Approved the claims from Crete Ace Hardware in the amount of \$2,230.22 Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Dan Papik: Abstain (With Conflict), Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Dale Strehle: Aye

Aye: 4, No: 0, Abstain (With Conflict): 1.

4.C. Consider changing the bid letting date for Crete Street & Alley Improvements from November 6th, 2025 to November 13th, 2025 at 10:00 a.m.

Approved changing the bid letting date for Crete Street & Alley Improvements from November 6th, 2025 to November 13th, 2025 at 10:00 a.m. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 5, No: 0

5. Petitions - Communications - Resident Concerns

6. Officers' Reports

7. Adjournment

The meeting adjourned at 5:03 p.m.

Mayor

(SEAL)

City Clerk

I, Nancy Tellez, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk

(S E A L)



CITY COUNCIL LEGISLATIVE & ECONOMIC DEVELOPMENT COMMITTEE MEETING

October 21st, 2025 at 5:00 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

Ashley Newmyer: Absent

Tom Crisman: Present

Dale Strehle: Present

Present: 2, Absent: 1.

3. Items of Business

3.A. Consider the LB840 Application from Saline Medical Specialties

City Administrator Tom Ourada explained that there was not quorum for the LB840 meeting and this application will be reviewed at the next advisory board meeting.

Tabled the LB840 Application from Saline Medical Specialties until the next committee meeting Tabled with a motion by Tom Crisman and a second by Dale Strehle.

Tom Crisman: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.B. Consider the LB840 Application from Dollarama Remodeling and Solutions LLC

Tabled the LB840 Application from Dollarama Remodeling and Solutions LLC until the next committee meeting. Tabled with a motion by Tom Crisman and a second by Dale Strehle.

Tom Crisman: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.C. Consider the LB840 Application from Tom and Vicki Sorensen

Tabled the LB840 Application from Tom and Vicki Sorensen until the next committee meeting. Tabled with a motion by Tom Crisman and a second by Dale Strehle.

Tom Crisman: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.D. Animal Shelter

City Administrator Tom Ourada stated that he would like to proceed with applying for grants and look into starting a pet shelter or starting a partnership. Ourada stated that there was no motion necessary at this moment.

4. Officers' Reports

5. Adjournment



CITY COUNCIL PUBLIC WORKS COMMITTEE MEETING

October 21st, 2025 at 5:00 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

Dan Papik: Absent
Anthony Fitzgerald: Present
Dale Strehle: Present

Present: 2, Absent: 1.

3. Items of Business

3.A. Consider the application from TML Properties for a R-3 Special Exception permit request at 307 E 12th St for a sign

City Administrator, Tom Ourada, discussed that this will require a permit because of the way it is zoned, and will need to have a special exception permit. The Council will have to take action on every finding for this permit.

Recommendation was made to the City Council to review the application from TML Properties for a R-3 Special Exception permit request at 307 E. 12th St. for a sign. Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.B. JEO discussing 2025 New Well and Transmission Main

JEO representative discussed the final plans for the new well and transmission main, as well as the permits needed.

3.C. WAPA Agreement

City Administrator, Tom Ourada, discussed how WAPA had not sent their regular agreement; they have only sent the drafts.

Recommendation to the City Council to table the WAPA Agreement. Tabled with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.D. Draft Preliminary Scope of Work Crete, NE-BNSF Railway Corridor Highway/Rail Grade Crossing Safety Study Project

City Administrator, Tom Ourada, discussed how Burlington wanted to do a study, which potentially can result in a pedestrian and/or car overpass and a quiet zone.

Recommendation was made to the City Council to proceed with the Draft Preliminary Scope of Work Crete, NE-BNSF Railway Corridor Highway/Rail Grade Crossing Safety Study Project Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.E. Burlington Estates Improvements

City Administrator, Tom Ourada, discussed how this is not ready yet and will need to be tabled.

Recommendation was made to the City Council to table the Burlington Estates Improvements until more information is received. Tabled with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.F. Blue Acres Drive Paving

City Administrator, Tom Ourada, discussed the complaints received about Blue Acres Drive. Tom stated that he was not sure the surrounding businesses would proceed with this. After further discussion, an assessment schedule will be given to property owners at Blue Acres Drive.

Recommendation was made to the City Council to present the assessment schedule to the property owners at Blue Acres Drive. Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.G. Waste Connections draft agreement

City Administrator, Tom Ourada, discussed how there are several changes in the agreement and some City protections that were taken out. The draft agreement will be sent back to Waste Connections with changes that the City wants to keep from the original agreement.

Recommendation was made to the City Council to table the Waste Connections draft agreement. Tabled with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.H. Consider changing the Bid letting date for Crete Street & Alley Improvements from November 6th, 2025 to November 13th, 2025 at 10:00am

City Administrator, Tom Ourada, discussed how the City received the notice late; if we changed, it would be out for 3 weeks rather than 1 week.

Recommendation was made to the City Council to change the Bid letting date for Crete Street & Alley Improvements from November 6th, 2025 to November 13th, 2025 at 10:00am.

Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.I. Consider the Jelinek Addition Administrative Subdivision

City Administrator, Tom Ourada, explained this would be the third version, and the change was not right. The owner certificate should be the Personal Representative of the Estate. That is the only thing that needs to be updated to proceed.

Recommendation was made to the City Council to approve the Jelinek Addition Administrative Subdivision. Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye

Aye: 2, No: 0

3.J. Discuss the Land Development, Planning, Zoning Application from Allen Agency, Inc requesting a variance for a house located at 315 W 10th St to allow an egress window on west side of the residence.

City Administrator, Tom Ourada, discussed how Allen Agency, Inc requested a variance because he wanted to make a zone change that does not comply with the City's zoning and building codes. There is no zoning that he can be in that will allow an egress window to allow a bedroom in the basement. This location is also below the floodway.

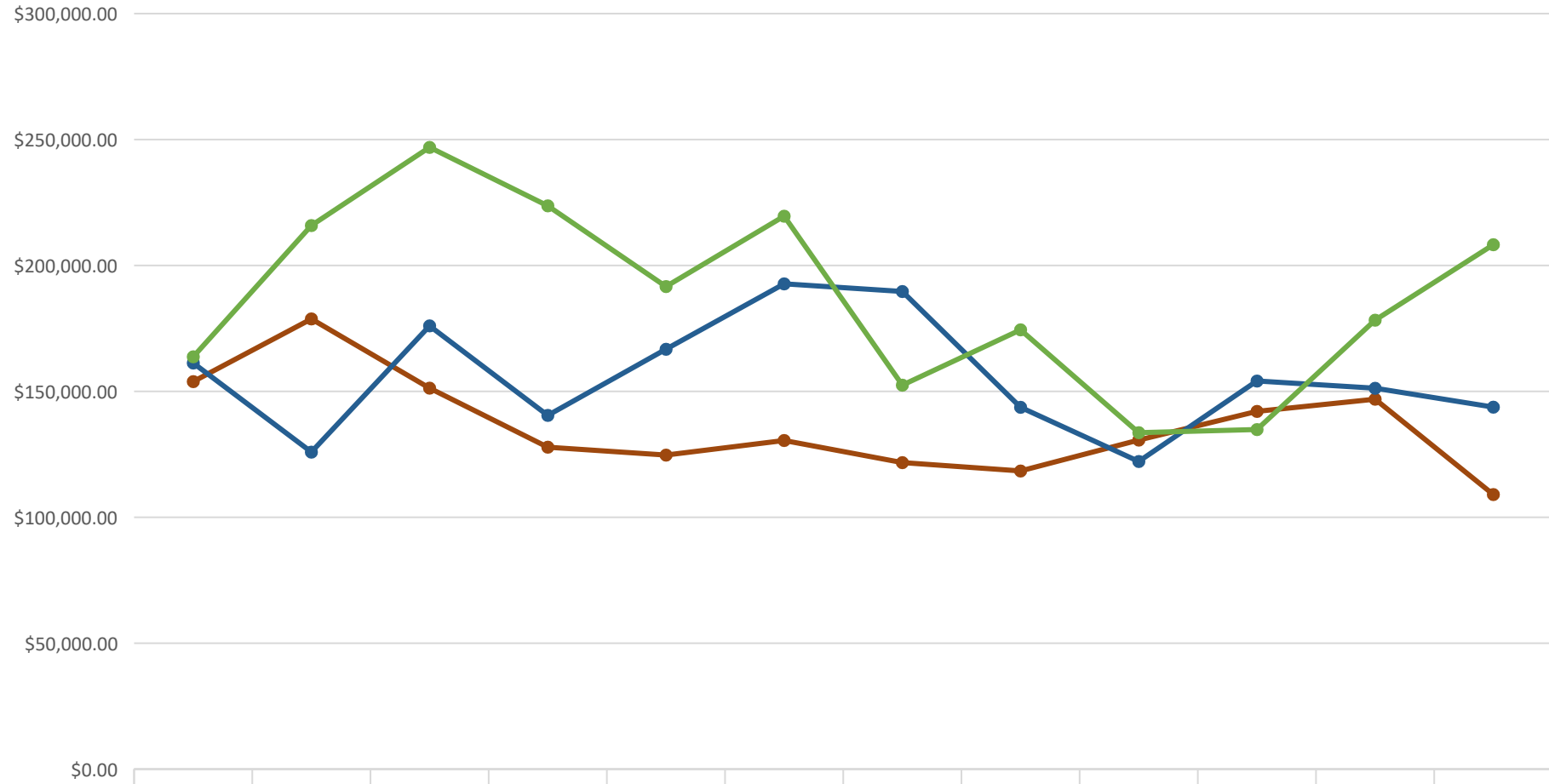
3.K. Executive session discussing property purchase

Dale Strehle made a motion to enter into executive session to discuss property purchase with the full council, Tom Ourada, Alison Janecek Borer, Dave Bauer, and Nancy Tellez at 5:38 p.m. Dale Strehle motioned and Anthony Fitzgerald seconded to exit executive session at 5:49 p.m.

4. Officers' Reports

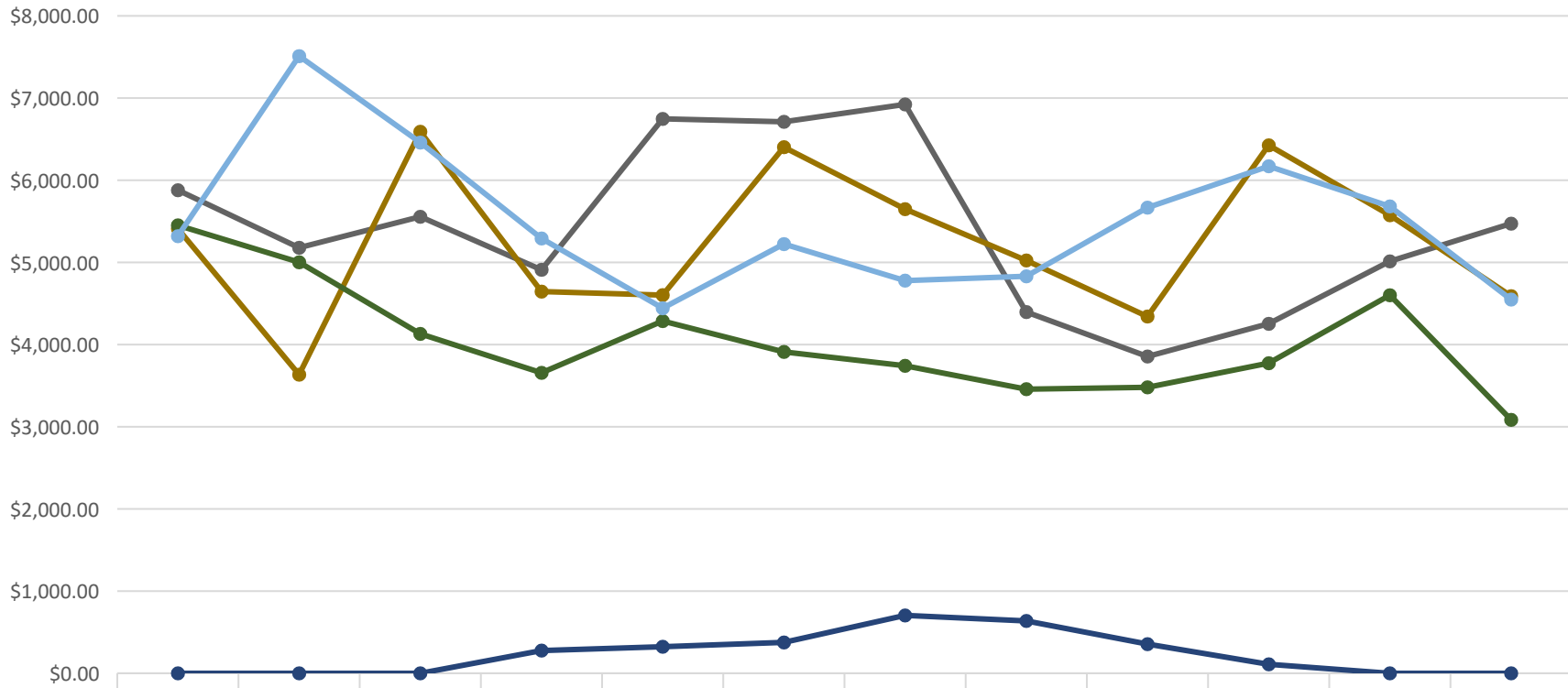
5. Adjournment

GROSS SALES



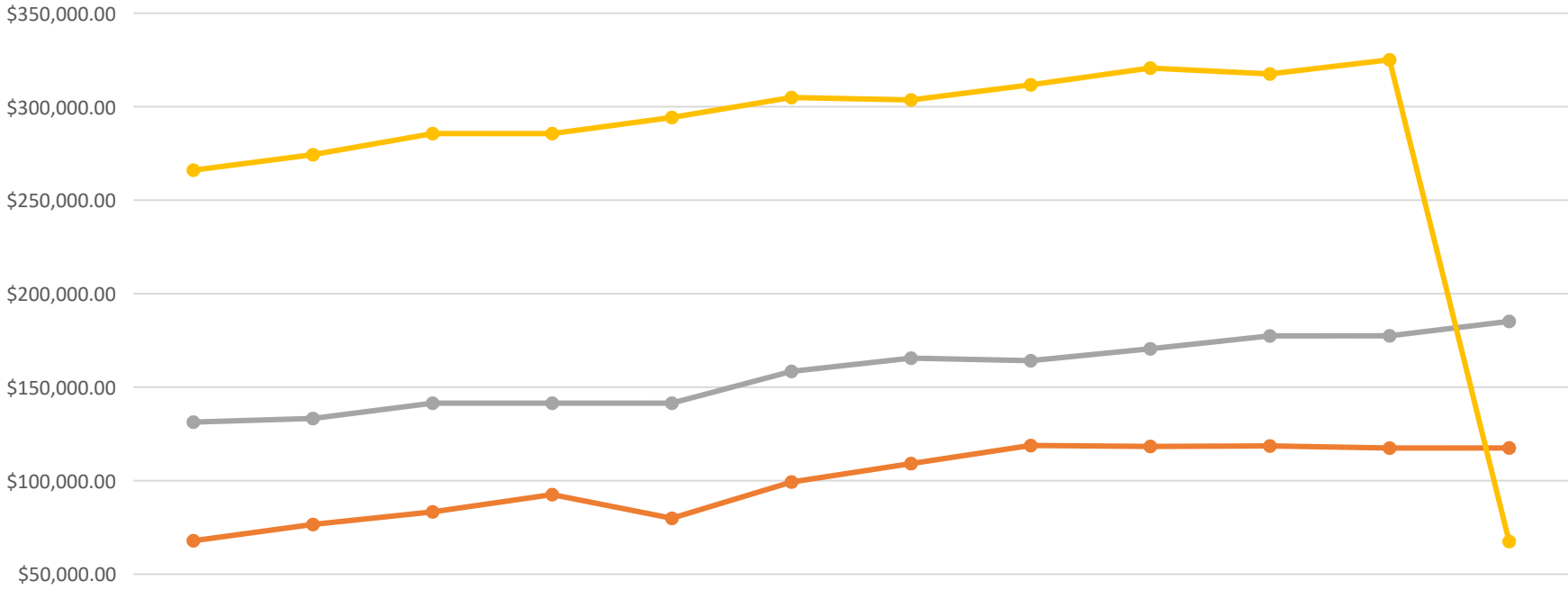
— Gross Sales 2025	\$153,877.47	\$178,765.80	\$151,290.75	\$127,837.72	\$124,713.43	\$130,500.28	\$121,725.21	\$118,410.00	\$130,672.84	\$142,063.22	\$146,901.04	\$109,045.41	
— Gross Sales 2024	\$161,278.58	\$125,912.15	\$176,004.76	\$140,460.30	\$166,753.19	\$192,709.78	\$189,669.97	\$143,684.55	\$122,180.34	\$154,136.93	\$151,261.75	\$143,754.84	
— Gross Sales 2023	\$163,724.17	\$215,871.22	\$246,916.38	\$223,676.47	\$191,626.58	\$219,588.51	\$152,481.91	\$174,438.02	\$133,601.38	\$134,855.41	\$178,299.44	\$208,247.16	

Outlet Commissions



My Bar 2024	\$5,879.32	\$5,179.04	\$5,556.26	\$4,910.26	\$6,747.18	\$6,711.17	\$6,922.99	\$4,396.64	\$3,855.37	\$4,254.11	\$5,013.88	\$5,472.36
Eagles 2024	\$5,410.18	\$3,634.81	\$6,590.75	\$4,645.36	\$4,602.10	\$6,402.24	\$5,649.15	\$5,023.82	\$4,341.59	\$6,425.96	\$5,574.44	\$4,590.48
Old Main 2024	\$0.00	\$0.00	\$0.00	\$276.60	\$323.45	\$376.28	\$704.76	\$637.45	\$355.66	\$109.51	\$0.00	\$0.00
My Bar 2025	\$5,451.39	\$5,002.38	\$4,130.84	\$3,656.71	\$4,286.68	\$3,911.04	\$3,742.44	\$3,457.41	\$3,479.94	\$3,774.24	\$4,601.61	\$3,085.14
Eagles 2025	\$5,320.03	\$7,511.23	\$6,459.52	\$5,291.93	\$4,443.26	\$5,223.98	\$4,778.33	\$4,831.29	\$5,667.15	\$6,170.19	\$5,681.46	\$4,548.04

Community Betterment Funds

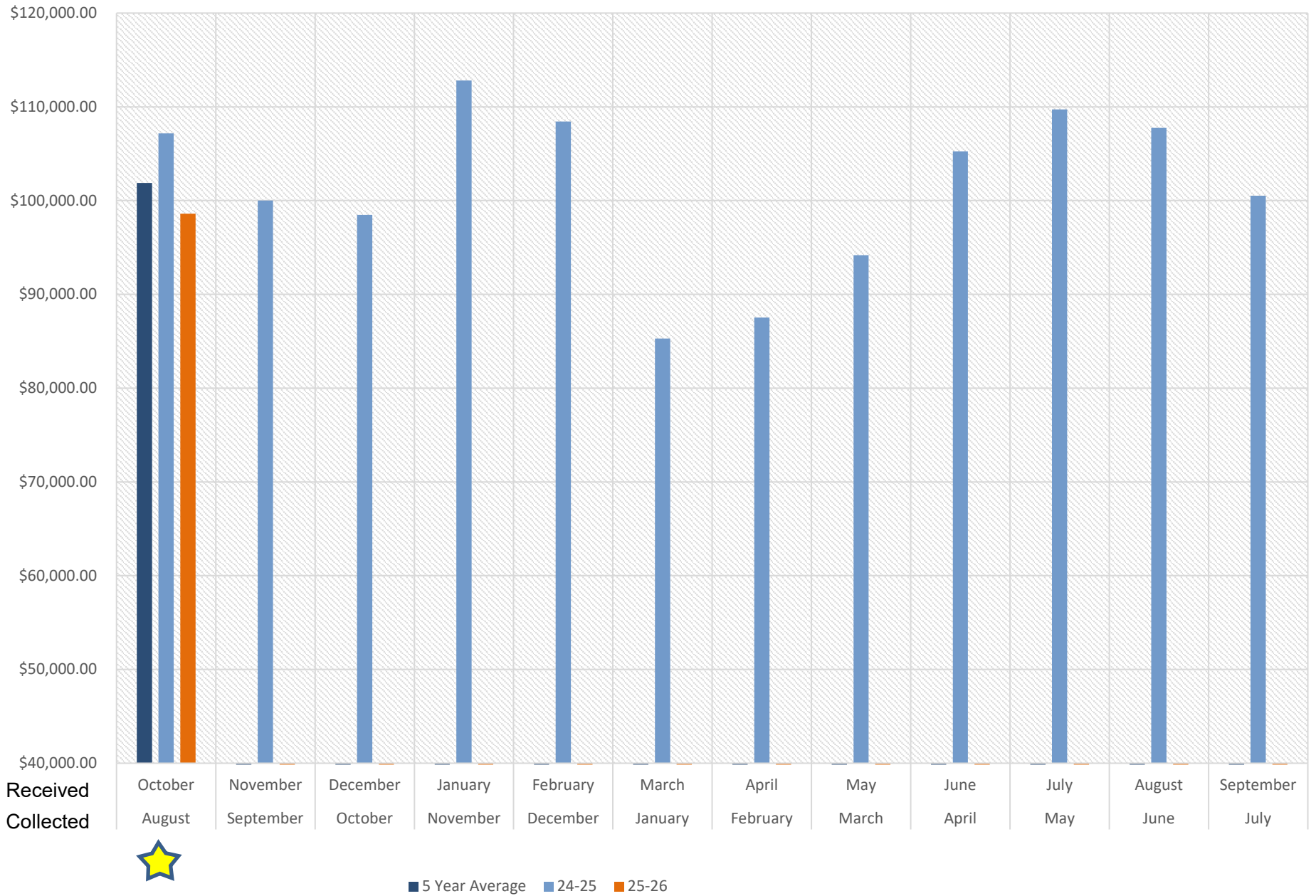


	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Community Betterment 2025	\$131,322.96	\$133,278.25	\$141,451.82	\$141,457.34	\$141,467.85	\$158,442.06	\$165,532.11	\$164,185.75	\$170,544.10	\$177,431.73	\$177,458.21	\$185,192.62
Community Betterment 2024	\$67,878.90	\$76,596.59	\$83,312.17	\$92,563.83	\$79,899.83	\$99,261.98	\$109,133.22	\$118,835.45	\$118,304.39	\$118,583.12	\$117,466.86	\$117,483.24
Community Betterment 2023	\$266,038.25	\$274,357.49	\$285,607.69	\$285,602.74	\$294,226.47	\$304,912.67	\$303,608.61	\$311,690.15	\$320,658.89	\$317,524.50	\$325,084.31	\$67,468.96

City of Crete
Sales Tax Receipts

Month Collected by Retail	Month Received by City	FY2023 Gen. Fund	Change Gen. Fund	FY2024 Gen. Fund	Change Gen. Fund	FY2025 Gen. Fund	Change Gen. Fund	FY2026 Gen. Fund	Change Gen. Fund	5 Year Average	Gross Change yr. to yr.	Gross Change 5 yr. Average	LB840 Program	LB 357 Bond	LB 357 Public Safety	LB 357 Reserve	Next Year Refunds	Projection	Refunds
August	October	\$100,946.22	11.47%	\$112,079.68	11.03%	\$107,177.23	-4.37%	\$98,598.47	-8.00%	\$101,872.86	9.50%	0.45%	\$49,299.23	\$21,000.00	\$10,500.00	\$17,799.23		\$82,838.99	(\$2,239.25)
September	November	\$95,435.14	6.17%	\$118,194.74	23.85%	\$100,012.74	-15.38%	\$0.00	-100.00%	\$0.00	23.85%	13.93%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$76,081.51	\$0.00
October	December	\$97,592.24	13.13%	\$96,745.35	-0.87%	\$98,484.30	1.80%	\$0.00	-100.00%	\$0.00	2.78%	28.26%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$74,165.44	\$0.00
November	January	\$93,189.55	4.90%	\$106,493.06	14.28%	\$112,822.85	5.94%	\$0.00	-100.00%	\$0.00	9.40%	20.03%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$76,564.16	\$0.00
December	February	\$108,244.80	14.39%	\$118,509.22	9.48%	\$108,444.65	-8.49%	\$0.00	-100.00%	\$0.00	9.67%	24.95%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$86,341.62	\$0.00
January	March	\$93,536.46	11.54%	\$87,279.08	-6.69%	\$85,291.31	-2.28%	\$0.00	-100.00%	\$0.00	-3.25%	32.42%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$69,317.48	\$0.00
February	April	\$92,271.35	13.81%	\$95,787.93	3.81%	\$87,522.98	-8.63%	\$0.00	-100.00%	\$0.00	4.27%	29.16%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$67,506.98	\$0.00
March	May	\$103,537.01	9.84%	\$109,613.71	5.87%	\$94,184.48	-14.08%	\$0.00	-100.00%	\$0.00	6.30%	28.13%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$78,639.80	\$0.00
April	June	\$103,361.32	20.15%	\$109,581.23	6.02%	\$105,254.48	-3.95%	\$0.00	-100.00%	\$0.00	6.49%	26.45%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$77,528.45	\$0.00
May	July	\$107,615.66	12.94%	\$112,375.22	4.42%	\$109,714.48	-2.37%	\$0.00	-100.00%	\$0.00	3.39%	25.60%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$82,827.78	\$0.00
June	August	\$111,328.69	12.00%	\$100,278.28	-9.93%	\$107,747.92	7.45%	\$0.00	-100.00%	\$0.00	-9.84%	32.88%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$81,533.06	\$0.00
July	September	\$105,594.67	26.76%	\$102,576.28	-2.86%	\$100,526.36	-2.00%	\$0.00	-100.00%	\$0.00	-2.47%	29.38%	\$0.00	\$21,000.00	\$10,500.00	(\$31,500.00)		\$78,522.49	\$0.00
Totals		\$1,212,653.08	13.09%	\$1,269,513.76	4.87%	\$1,217,183.77	-3.86%	\$98,598.47	-92.33%	\$101,872.86	5.01%	24.30%	\$49,299.23	\$252,000.00	\$126,000.00	#####	\$0.00	\$931,867.76	(\$2,239.25)
								\$1,185,000.00	Budgeted Transfer to General Fund										
								Net Receipts	Monthly Transfer to General Fund										
								\$8,216.54	Average Net Receipts										
								\$98,750.00	Required										

City of Crete Net 1% Sales Tax Receipts



Report Criteria:

Vendor.Vendor number = 0-1059,1061-99999999

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
AKRS EQUIPMENT (80)								
AKRS EQUIPMENT	1	Invoice	OIL & FILTERS	10/29/2025	74.61		11/25	521-5801
AKRS EQUIPMENT	1	Invoice	FILTERS	10/31/2025	127.43		11/25	401-5968
Total AKRS EQUIPMENT (80):					202.04			
AMAZON BUSINESS (6116)								
AMAZON BUSINESS	1	Invoice	KEYBOARD/MOUSE TRA	10/24/2025	66.49		11/25	101-9900
AMAZON BUSINESS	1	Invoice	OFFICE SUPPLIES	10/17/2025	81.63		11/25	701-9900
AMAZON BUSINESS	1	Invoice	BOOKS	10/17/2025	119.78		11/25	701-5691
AMAZON BUSINESS	1	Invoice	BOOKS	10/18/2025	49.99		11/25	701-5691
AMAZON BUSINESS	1	Invoice	BOOKS	10/22/2025	42.78		11/25	701-5691
AMAZON BUSINESS	1	Invoice	BOOKS	10/23/2025	190.60		11/25	701-5691
AMAZON BUSINESS	1	Invoice	FRIENDS DONATIONS	10/23/2025	87.04		11/25	702-5692
AMAZON BUSINESS	1	Invoice	FRIENDS DONATIONS	10/28/2025	99.83		11/25	702-5692
AMAZON BUSINESS	1	Invoice	BOOKS	10/28/2025	272.07		11/25	701-5691
AMAZON BUSINESS	1	Invoice	WATER FOUNTAIN FILTE	10/30/2025	59.99		11/25	201-5329
Total AMAZON BUSINESS (6116):					1,070.20			
ANILE ESPINOSA NODARSE (6997)								
ANILE ESPINOSA NODARSE	1	Invoice	CONSUMER DEPOSIT RE	11/04/2025	12.30		11/25	001-3500
Total ANILE ESPINOSA NODARSE (6997):					12.30			
APCO INTERNATIONAL (230)								
APCO INTERNATIONAL	1	Invoice	CALEA LAW ENFORCE A	10/21/2025	690.00		11/25	201-9760
APCO INTERNATIONAL	1	Invoice	CALEA LAW ENFORCE A	10/21/2025	690.00		11/25	201-9760
Total APCO INTERNATIONAL (230):					1,380.00			
AVFUEL CORPORATION (6993)								
AVFUEL CORPORATION	1	Invoice	FUEL	10/26/2025	32,410.25		11/25	050-5802
Total AVFUEL CORPORATION (6993):					32,410.25			
BEATRICE CONCRETE CO (440)								
BEATRICE CONCRETE CO	1	Invoice	1-1/2 SCRIN WEEPING W	10/17/2025	6.92		11/25	002-8061

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
BEATRICE CONCRETE CO	1	Invoice	47B ROCK	10/21/2025	106.08		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	47B ROCK	10/21/2025	108.48		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	CONCRETE	10/21/2025	1,579.88		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	CRUSHED CONCRETE	10/24/2025	107.07		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	1-1/2 SCRN WEEPING W	10/29/2025	248.86		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	2-3 SEITZ CLEAN ROCK	10/29/2025	101.20		11/25	401-5980
BEATRICE CONCRETE CO	2	Invoice	47B ROCK	10/29/2025	119.52		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	47B ROCK	10/29/2025	127.68		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	CRUSHED CONCRETE	10/29/2025	109.22		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	CRUSHED CONCRETE	10/29/2025	57.84		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	CONCRETE	10/24/2025	1,723.50		11/25	401-5980
BEATRICE CONCRETE CO	1	Invoice	CONCRETE	10/27/2025	1,196.88		11/25	401-5980
Total BEATRICE CONCRETE CO (440):					5,593.13			
BLACK HILLS ENERGY (495)								
BLACK HILLS ENERGY	1	Invoice	4163-7774-56 1440 LINDE	10/20/2025	169.25		11/25	001-7040
BLACK HILLS ENERGY	1	Invoice	9755-6163-66 239 E 13TH	10/24/2025	56.33		11/25	501-7530
BLACK HILLS ENERGY	1	Invoice	2392-3387-65 1426 MAIN	10/24/2025	54.32		11/25	502-7530
BLACK HILLS ENERGY	1	Invoice	7515-0723-40 210 E 14TH	10/24/2025	71.44		11/25	301-7530
BLACK HILLS ENERGY	1	Invoice	0865-5518-13 1515 FORE	10/24/2025	251.49		11/25	701-7530
BLACK HILLS ENERGY	2	Invoice	0865-5518-13 228 E 14TH	10/24/2025	41.68		11/25	301-7530
BLACK HILLS ENERGY	1	Invoice	4432-1028-11 485 S MAIN	10/24/2025	133.68		11/25	003-7530
Total BLACK HILLS ENERGY (495):					778.19			
BLACKSTRAP INC (6397)								
BLACKSTRAP INC	1	Invoice	KANSAS WHITE ASTM 1	10/24/2025	2,015.63	1811	11/25	401-5590
BLACKSTRAP INC	1	Invoice	KANSAS WHITE ASTM 1	11/03/2025	1,914.38	1811	11/25	401-5590
Total BLACKSTRAP INC (6397):					3,930.01			
BRODART CO (605)								
BRODART CO	1	Invoice	OFFICE SUPPLIES	10/14/2025	301.22		11/25	701-9900
Total BRODART CO (605):					301.22			
BROWN, ERICA (6996)								
BROWN, ERICA	1	Invoice	CONSUMER DEPOSIT RE	11/04/2025	126.17		11/25	001-3500

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total BROWN, ERICA (6996):					126.17			
CANON FINANCIAL SERVICES INC (5778)								
CANON FINANCIAL SERVICES INC	1	Invoice	COPIER CONTRACT 8604	11/01/2025	51.00		11/25	101-9740
CANON FINANCIAL SERVICES INC	2	Invoice	COPIER CONTRACT 8604	11/01/2025	51.00		11/25	201-9740
CANON FINANCIAL SERVICES INC	3	Invoice	COPIER CONTRACT 8604	11/01/2025	51.00		11/25	401-9740
CANON FINANCIAL SERVICES INC	5	Invoice	COPIER CONTRACT 8604	11/01/2025	51.00		11/25	701-9740
CANON FINANCIAL SERVICES INC	6	Invoice	COPIER CONTRACT 8604	11/01/2025	51.00		11/25	721-9740
Total CANON FINANCIAL SERVICES INC (5778):					255.00			
CENGAGE LEARNING INC (1890)								
CENGAGE LEARNING INC	1	Invoice	CREDIT MEMO	07/07/2025	26.39-		11/25	701-5691
CENGAGE LEARNING INC	1	Invoice	BOOKS/MAGAZINES	10/24/2025	139.95		11/25	701-5691
Total CENGAGE LEARNING INC (1890):					113.56			
CENTER POINT LARGE PRINT (765)								
CENTER POINT LARGE PRINT	1	Invoice	BOOKS/MAGAZINES	10/13/2025	127.65		11/25	701-5691
Total CENTER POINT LARGE PRINT (765):					127.65			
CHAPIN LAWN CARE (6387)								
CHAPIN LAWN CARE	1	Invoice	MOWING & FERTILIZER	11/02/2025	420.00		11/25	201-5329
Total CHAPIN LAWN CARE (6387):					420.00			
CITY HALL FUND (830)								
CITY HALL FUND	1	Invoice	DEPARTMENT OFFICE R	11/01/2025	548.00		11/25	001-9680
CITY HALL FUND	2	Invoice	DEPARTMENT OFFICE R	11/01/2025	412.00		11/25	002-9680
CITY HALL FUND	3	Invoice	DEPARTMENT OFFICE R	11/01/2025	265.00		11/25	003-9680
CITY HALL FUND	4	Invoice	DEPARTMENT OFFICE R	11/01/2025	187.50		11/25	101-9680
CITY HALL FUND	5	Invoice	DEPARTMENT OFFICE R	11/01/2025	150.00		11/25	401-9680
CITY HALL FUND	6	Invoice	DEPARTMENT OFFICE R	11/01/2025	37.50		11/25	721-9680
Total CITY HALL FUND (830):					1,600.00			
CITY HEALTH FUND (835)								
CITY HEALTH FUND	1	Invoice	HEALTH REIMBURSEME	11/01/2025	245.00		11/25	101-9620
CITY HEALTH FUND	2	Invoice	HEALTH REIMBURSEME	11/01/2025	325.00		11/25	201-9620

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CITY HEALTH FUND	3	Invoice	HEALTH REIMBURSEME	11/01/2025	165.00		11/25	701-9620
CITY HEALTH FUND	4	Invoice	HEALTH REIMBURSEME	11/01/2025	125.00		11/25	401-9620
CITY HEALTH FUND	5	Invoice	HEALTH REIMBURSEME	11/01/2025	45.00		11/25	601-9620
CITY HEALTH FUND	6	Invoice	HEALTH REIMBURSEME	11/01/2025	85.00		11/25	521-9620
CITY HEALTH FUND	7	Invoice	HEALTH REIMBURSEME	11/01/2025	205.00		11/25	001-9620
CITY HEALTH FUND	8	Invoice	HEALTH REIMBURSEME	11/01/2025	165.00		11/25	002-9620
CITY HEALTH FUND	9	Invoice	HEALTH REIMBURSEME	11/01/2025	165.00		11/25	003-9620
Total CITY HEALTH FUND (835):					1,525.00			
CITY REVENUE FUND (860)								
CITY REVENUE FUND	1	Invoice	FUEL OIL RECOVERY	11/01/2025	68.00		11/25	001-7090
CITY REVENUE FUND	2	Invoice	GAS PUMPS	11/01/2025	59.45		11/25	001-9670
CITY REVENUE FUND	3	Invoice	WATER (4)	11/01/2025	8,271.20		11/25	002-7100
CITY REVENUE FUND	4	Invoice	SEWER	11/01/2025	1,441.00		11/25	003-7530
CITY REVENUE FUND	5	Invoice	CHARGING STATION	11/01/2025	46.92		11/25	001-9890
CITY REVENUE FUND	6	Invoice	GENERAL (POLICE 1)	11/01/2025	603.99		11/25	201-5215
CITY REVENUE FUND	7	Invoice	GENERAL (POLICE 8)	11/01/2025	36.00		11/25	201-5610
CITY REVENUE FUND	8	Invoice	CITY HALL	11/01/2025	1,017.73		11/25	501-7530
CITY REVENUE FUND	9	Invoice	STREET & GRADE (6)	11/01/2025	5,134.15		11/25	401-7530
CITY REVENUE FUND	10	Invoice	STREET & GRADE (7)	11/01/2025	167.10		11/25	401-5890
CITY REVENUE FUND	11	Invoice	FIRE MAINT.	11/01/2025	536.39		11/25	301-7530
CITY REVENUE FUND	12	Invoice	CEMETERY	11/01/2025	64.94		11/25	601-7530
CITY REVENUE FUND	13	Invoice	SAN. LANDFILL	11/01/2025	57.71		11/25	511-7530
CITY REVENUE FUND	14	Invoice	LIBRARY	11/01/2025	1,291.85		11/25	701-7530
CITY REVENUE FUND	15	Invoice	PARK & REC	11/01/2025	1,133.70		11/25	521-7530
CITY REVENUE FUND	16	Invoice	CIVIL SIRENS	11/01/2025	273.02		11/25	101-5490
CITY REVENUE FUND	17	Invoice	SWIMMING POOL	11/01/2025	111.49		11/25	522-7530
CITY REVENUE FUND	18	Invoice	COMM. DEVELOP.	11/01/2025	115.54		11/25	101-6201
CITY REVENUE FUND	19	Invoice	COMMUNITY ROOM	11/01/2025	430.62		11/25	503-7530
CITY REVENUE FUND	1	Invoice	ELECTRIC	11/01/2025	658.02		11/25	001-7060
CITY REVENUE FUND	2	Invoice	POLICE	11/01/2025	52.03		11/25	201-5215
CITY REVENUE FUND	3	Invoice	CITY HALL	11/01/2025	387.15		11/25	501-7530
CITY REVENUE FUND	4	Invoice	STREET & GRADE	11/01/2025	41.62		11/25	401-7530
CITY REVENUE FUND	5	Invoice	FIRE MAINT.	11/01/2025	38.78		11/25	301-7530
CITY REVENUE FUND	6	Invoice	LIBRARY	11/01/2025	29.15		11/25	701-7530
CITY REVENUE FUND	10	Invoice	PARK & REC	11/01/2025	298.04		11/25	521-7530
CITY REVENUE FUND	11	Invoice	THEATRE	11/01/2025	.00		00/00	810-5210
CITY REVENUE FUND	12	Invoice	SWIMMING POOL	11/01/2025	73.99		11/25	522-7530
CITY REVENUE FUND	13	Invoice	PARK BLDG	11/01/2025	.00		00/00	721-7530
CITY REVENUE FUND	14	Invoice	COMMUNITY ROOM	11/01/2025	9.72		11/25	503-7530

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CITY REVENUE FUND	1	Invoice	ELECTRIC	11/01/2025	134.83		11/25	001-7060
CITY REVENUE FUND	2	Invoice	SEWER REV	11/01/2025	539.93		11/25	003-7530
CITY REVENUE FUND	3	Invoice	POLICE	11/01/2025	146.04		11/25	201-5215
CITY REVENUE FUND	4	Invoice	CITY HALL	11/01/2025	402.54		11/25	501-7530
CITY REVENUE FUND	5	Invoice	STREET & GRADE	11/01/2025	281.72		11/25	401-7530
CITY REVENUE FUND	6	Invoice	FIRE MAINT.	11/01/2025	80.71		11/25	301-7530
CITY REVENUE FUND	7	Invoice	CEMETERY	11/01/2025	25.57		11/25	601-7530
CITY REVENUE FUND	8	Invoice	LANDFILL	11/01/2025	.00		00/00	511-7530
CITY REVENUE FUND	9	Invoice	LIBRARY	11/01/2025	242.90		11/25	701-7530
CITY REVENUE FUND	10	Invoice	PARKS & REC	11/01/2025	522.17		11/25	521-7530
CITY REVENUE FUND	11	Invoice	THEATRE	11/01/2025	.00		00/00	810-5210
CITY REVENUE FUND	12	Invoice	SWIMMING POOL	11/01/2025	481.60		11/25	522-7530
CITY REVENUE FUND	13	Invoice	PARK BLDG	11/01/2025	.00		00/00	721-7530
CITY REVENUE FUND	14	Invoice	AIRPORT	11/01/2025	35.18		11/25	050-7530
CITY REVENUE FUND	15	Invoice	COMMUNITY ROOM	11/01/2025	80.97		11/25	503-7530
CITY REVENUE FUND	16	Invoice	COMMUNITY GARDEN	11/01/2025	24.38		11/25	520-7530
CITY REVENUE FUND	1	Invoice	CONSUMER DEPOSIT AP	11/04/2025	636.83		11/25	001-3500
Total CITY REVENUE FUND (860):					26,084.67			
CITY TAX FUND (865)								
CITY TAX FUND	1	Invoice	ELECTRIC SURPLUS & F	11/01/2025	29,167.00		11/25	001-9960
CITY TAX FUND	2	Invoice	ELECTRIC SURPLUS & F	11/01/2025	10,000.00		11/25	001-9965
CITY TAX FUND	1	Invoice	LIBRARY BOND PAYMEN	11/01/2025	21,000.00		11/25	150-1015
Total CITY TAX FUND (865):					60,167.00			
COMMERCIAL RESTORATION GROUP (6968)								
COMMERCIAL RESTORATION GROUP	2	Adjustmen	CONSUMER DEPOSIT RE	10/21/2025	44.70-		09/25	001-3500
Total COMMERCIAL RESTORATION GROUP (6968):					44.70-			
CONCRETE INDUSTRIES INC (6340)								
CONCRETE INDUSTRIES INC	1	Invoice	CONCRETE CURE, REBA	10/29/2025	1,475.88		11/25	401-5980
Total CONCRETE INDUSTRIES INC (6340):					1,475.88			
CORE & MAIN LP (1005)								
CORE & MAIN LP	1	Invoice	3/4S IMPERL + METER 7.	10/17/2025	10,842.02	1810	11/25	002-2570
CORE & MAIN LP	2	Invoice	1 IPERL+ METER 10.75"L	10/17/2025	1,846.96	1810	11/25	002-2570
CORE & MAIN LP	3	Invoice	SCADAMETRICS TMD ME	10/17/2025	1,934.99	1810	11/25	002-2570

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CORE & MAIN LP	1	Invoice	SCADAMETRICS TMD ME	10/23/2025	6,557.50	1810	11/25	002-2570
Total CORE & MAIN LP (1005):					21,181.47			
CRETE AREA MEDICAL CENTER (1070)								
CRETE AREA MEDICAL CENTER	1	Invoice	AMBULANCE LAUNDRY	11/01/2025	35.00		11/25	302-8500
Total CRETE AREA MEDICAL CENTER (1070):					35.00			
CRETE AUTO SUPPLY INC (3345)								
CRETE AUTO SUPPLY INC	1	Invoice	OIL & FILTER	10/16/2025	107.46		11/25	050-5791
CRETE AUTO SUPPLY INC	1	Invoice	SEWER MACHINE MAINT	10/17/2025	218.48		11/25	002-8100
CRETE AUTO SUPPLY INC	1	Invoice	OIL FILTER	10/20/2025	16.65		11/25	002-8460
CRETE AUTO SUPPLY INC	1	Invoice	FILTERS	10/20/2025	203.14		11/25	002-8460
CRETE AUTO SUPPLY INC	1	Invoice	TREATMENT PLANT MAI	10/21/2025	53.74		11/25	002-7201
CRETE AUTO SUPPLY INC	1	Invoice	OIL DRAIN PLUG	10/21/2025	13.98		11/25	521-5801
CRETE AUTO SUPPLY INC	1	Invoice	BATTERY	10/28/2025	80.98		11/25	601-5791
CRETE AUTO SUPPLY INC	1	Invoice	HYDRAULIC FLUID	10/28/2025	41.89		11/25	002-8460
CRETE AUTO SUPPLY INC	1	Invoice	REVERSE LIGHTS	10/29/2025	8.59		11/25	002-8460
CRETE AUTO SUPPLY INC	1	Invoice	WIRE	10/08/2025	4.08		11/25	001-9910
CRETE AUTO SUPPLY INC	2	Invoice	WIRE	10/08/2025	4.07		11/25	002-9910
CRETE AUTO SUPPLY INC	3	Invoice	WIRE	10/08/2025	3.66		11/25	003-9910
CRETE AUTO SUPPLY INC	1	Invoice	CLAMP, REPAIR TOMS C	10/21/2025	9.34		11/25	001-9900
CRETE AUTO SUPPLY INC	2	Invoice	CLAMP, REPAIR TOMS C	10/21/2025	9.33		11/25	002-9900
CRETE AUTO SUPPLY INC	1	Invoice	GREASE GUN	10/30/2025	53.74		11/25	001-8100
CRETE AUTO SUPPLY INC	1	Invoice	AIR DOOR ACTUATOR	11/03/2025	40.99		11/25	401-5968
CRETE AUTO SUPPLY INC	1	Invoice	WIRING REPAIR-SMALL S	11/03/2025	18.18		11/25	401-5771
Total CRETE AUTO SUPPLY INC (3345):					888.30			
CRETE FOODMART (GEN) (1095)								
CRETE FOODMART (GEN)	1	Invoice	DISTILLED WATER	10/29/2025	7.80		11/25	001-7200
CRETE FOODMART (GEN)	2	Invoice	DISTILLED WATER	10/29/2025	7.80		11/25	001-8011
CRETE FOODMART (GEN)	1	Invoice	MARY'S RETIREMENT	11/03/2025	27.58		11/25	201-8500
CRETE FOODMART (GEN)	2	Invoice	CLEANING SUPPLIES	11/03/2025	4.76		11/25	502-5541
Total CRETE FOODMART (GEN) (1095):					47.94			
CRETE LUMBER & FARM SUPPLY CO (1110)								
CRETE LUMBER & FARM SUPPLY CO	1	Invoice	SPIKE LAWN SEEDER RE	10/17/2025	180.00		11/25	521-5350
CRETE LUMBER & FARM SUPPLY CO	1	Invoice	TOOLS	10/23/2025	48.36		11/25	002-7080

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total CRETE LUMBER & FARM SUPPLY CO (1110):					228.36			
CRETE POSTMASTER (1120)								
CRETE POSTMASTER	1	Invoice	UTILITY POSTAGE	10/31/2025	465.82		10/25	003-9650
CRETE POSTMASTER	2	Invoice	UTILITY POSTAGE	10/31/2025	465.83		10/25	002-9650
CRETE POSTMASTER	3	Invoice	UTILITY POSTAGE	10/31/2025	465.83		10/25	001-9650
Total CRETE POSTMASTER (1120):					1,397.48			
CULLIGAN OF CRETE (1160)								
CULLIGAN OF CRETE	1	Invoice	SOLAR SALT - AIRPORT	10/31/2025	60.00		11/25	050-7530
Total CULLIGAN OF CRETE (1160):					60.00			
DEMCO INC (1240)								
DEMCO INC	1	Invoice	OFFICE SUPPLIES	10/22/2025	248.27		11/25	701-9900
Total DEMCO INC (1240):					248.27			
DUTTON LAINSON COMPANY (1450)								
DUTTON LAINSON COMPANY	1	Invoice	CRLMA48L16OUD3M40G	10/21/2025	4,004.16	1816	11/25	001-2580
DUTTON LAINSON COMPANY	2	Invoice	WLTCMVOLTR54KUAMPT	10/21/2025	2,521.95	1816	11/25	001-2580
Total DUTTON LAINSON COMPANY (1450):					6,526.11			
EAKES OFFICE SOLUTIONS (1475)								
EAKES OFFICE SOLUTIONS	1	Invoice	UTILITY BILLING STMTS	10/22/2025	744.25		11/25	001-9900
EAKES OFFICE SOLUTIONS	2	Invoice	UTILITY BILLING STMTS	10/22/2025	744.24		11/25	002-9900
EAKES OFFICE SOLUTIONS	3	Invoice	UTILITY BILLING STMTS	10/22/2025	668.98		11/25	003-9900
EAKES OFFICE SOLUTIONS	1	Invoice	PERF IN 3RDS CARDSTO	10/24/2025	594.72		11/25	101-9900
EAKES OFFICE SOLUTIONS	1	Invoice	CONTRACT ADMIN FEE &	10/29/2025	155.12		11/25	701-9740
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	10/31/2025	40.94		11/25	001-9900
EAKES OFFICE SOLUTIONS	2	Invoice	OFFICE SUPPLIES	10/31/2025	40.94		11/25	002-9900
EAKES OFFICE SOLUTIONS	3	Invoice	OFFICE SUPPLIES	10/31/2025	36.79		11/25	003-9900
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	10/31/2025	178.27		11/25	101-9900
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	10/31/2025	27.98		11/25	101-9900
Total EAKES OFFICE SOLUTIONS (1475):					3,232.23			

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
EGAN SUPPLY CO (1505)								
EGAN SUPPLY CO	1	Invoice	JANITORIAL SUPPLIES	10/21/2025	922.72		11/25	001-7230
EGAN SUPPLY CO	2	Invoice	JANITORIAL SUPPLIES	10/21/2025	457.96		11/25	501-5541
EGAN SUPPLY CO	3	Invoice	JANITORIAL SUPPLIES	10/21/2025	41.41		11/25	050-6020
EGAN SUPPLY CO	4	Invoice	JANITORIAL SUPPLIES	10/21/2025	82.82		11/25	521-6020
Total EGAN SUPPLY CO (1505):					1,504.91			
ELECTRICAL ENGINEERING & EQUIP CO (5839)								
ELECTRICAL ENGINEERING & EQUIP CO	1	Invoice	80709 STARTER 600VAC	10/27/2025	942.58	1823	11/25	521-5332
Total ELECTRICAL ENGINEERING & EQUIP CO (5839):					942.58			
HEATH SPORTS (2180)								
HEATH SPORTS	1	Invoice	WALKING CHALLENGE T	10/10/2025	119.95		11/25	101-5163
HEATH SPORTS	2	Invoice	WALKING CHALLENGE T	10/10/2025	23.98		11/25	201-5163
HEATH SPORTS	3	Invoice	WALKING CHALLENGE T	10/10/2025	23.98		11/25	521-5163
HEATH SPORTS	1	Invoice	UNIFORM	10/03/2025	318.81		11/25	001-9640
HEATH SPORTS	2	Invoice	UNIFORM	10/03/2025	90.95		11/25	721-9640
HEATH SPORTS	3	Invoice	UNIFORM	10/03/2025	90.95		11/25	401-9640
Total HEATH SPORTS (2180):					668.62			
JAY'S OIL CO (2405)								
JAY'S OIL CO	1	Invoice	PROPANE	10/29/2025	245.95		11/25	003-7220
Total JAY'S OIL CO (2405):					245.95			
JEO CONSULTING GROUP INC. (2425)								
JEO CONSULTING GROUP INC.	1	Invoice	R251252.00 CRETE HOU	10/23/2025	13,325.70		11/25	101-5480
JEO CONSULTING GROUP INC.	1	Invoice	R170436.02 CRETE GEN	09/15/2025	960.00		11/25	001-9840
JEO CONSULTING GROUP INC.	1	Invoice	R170436.01 CRETE PLAN	09/15/2025	500.00		11/25	802-5386
JEO CONSULTING GROUP INC.	1	Invoice	R170436.01 CRETE PLAN	10/31/2025	2,357.50		11/25	802-5386
JEO CONSULTING GROUP INC.	1	Invoice	R170436.02 CRETE GEN	10/31/2025	152.50		11/25	001-9840
Total JEO CONSULTING GROUP INC. (2425):					17,295.70			
KRASSER, LEE (2620)								
KRASSER, LEE	1	Invoice	MEETING/TRAINING	10/22/2025	98.00		11/25	003-8480

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total KRASSER, LEE (2620):					98.00			
LINCOLN WINWATER WORKS COMPANY (2810)								
LINCOLN WINWATER WORKS COMPANY	1	Invoice	CREDIT MEMO	09/17/2025	632.92-		11/25	002-8130
LINCOLN WINWATER WORKS COMPANY	1	Invoice	3/4" METER COUPLING 2.	10/23/2025	234.30	1822	11/25	002-8031
LINCOLN WINWATER WORKS COMPANY	2	Invoice	74621 1X1 QTR MTR CPL	10/23/2025	251.33	1822	11/25	002-8031
LINCOLN WINWATER WORKS COMPANY	3	Invoice	74621 3/4X3/4 QTR MTR	10/23/2025	376.84	1822	11/25	002-8031
LINCOLN WINWATER WORKS COMPANY	4	Invoice	21 BLUE STAKING FLAG	10/23/2025	80.63	1822	11/25	002-8021
LINCOLN WINWATER WORKS COMPANY	5	Invoice	21 GREEN STAKING FLA	10/23/2025	64.50	1822	11/25	002-8021
Total LINCOLN WINWATER WORKS COMPANY (2810):					374.68			
MARVIN PLANNING CONSULTANTS INC (6995)								
MARVIN PLANNING CONSULTANTS INC	1	Invoice	ZONING & SUBDIVISION	10/28/2025	3,750.00		11/25	101-5480
Total MARVIN PLANNING CONSULTANTS INC (6995):					3,750.00			
MATHESON TRI-GAS INC (3020)								
MATHESON TRI-GAS INC	1	Invoice	OXYGEN	10/31/2025	214.83		11/25	302-5265
Total MATHESON TRI-GAS INC (3020):					214.83			
MAX I WALKER UNIFORM & APPAREL (3035)								
MAX I WALKER UNIFORM & APPAREL	1	Invoice	UNIFORMS	10/22/2025	82.67		11/25	003-9640
MAX I WALKER UNIFORM & APPAREL	1	Invoice	UNIFORMS	10/29/2025	91.92		11/25	003-9640
Total MAX I WALKER UNIFORM & APPAREL (3035):					174.59			
MICHAEL TODD INDUSTRIAL SUPPLY (3145)								
MICHAEL TODD INDUSTRIAL SUPPLY	1	Invoice	STOP SIGNS - 30 INCH	09/25/2025	155.14	1798	11/25	401-6000
MICHAEL TODD INDUSTRIAL SUPPLY	2	Invoice	ALL WAY SIGNS 18X6	09/25/2025	32.49	1798	11/25	401-6000
MICHAEL TODD INDUSTRIAL SUPPLY	3	Invoice	STOP AHEAD (WITH ARR	09/25/2025	198.82	1798	11/25	401-6000
MICHAEL TODD INDUSTRIAL SUPPLY	1	Invoice	VINYL FLAGS (WARNING	09/26/2025	56.43	1798	11/25	401-6000
Total MICHAEL TODD INDUSTRIAL SUPPLY (3145):					442.88			
MUNICIPAL ENERGY AGENCY OF NEBRASKA (3310)								
MUNICIPAL ENERGY AGENCY OF NEBRASKA	1	Invoice	PURCHASED POWER-NM	10/24/2025	628,535.05		11/25	001-7260
MUNICIPAL ENERGY AGENCY OF NEBRASKA	2	Invoice	PURCHASED POWER-OT	10/24/2025	6.33		11/25	001-7270
MUNICIPAL ENERGY AGENCY OF NEBRASKA	3	Invoice	WHEELING EXPENSE	10/24/2025	92,490.92		11/25	001-7820

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total MUNICIPAL ENERGY AGENCY OF NEBRASKA (3310):					721,032.30			
NE DEPT OF REVENUE (3415)								
NE DEPT OF REVENUE	1	Invoice	GAMING TAX JULY/AUG/	10/28/2025	7,962.00		11/25	103-5251
NE DEPT OF REVENUE	1	Invoice	MOTOR FUEL TAX	11/03/2025	2.00		11/25	401-5800
NE DEPT OF REVENUE	2	Invoice	MOTOR FUEL TAX	11/03/2025	1.00		11/25	301-5800
NE DEPT OF REVENUE	3	Invoice	MOTOR FUEL TAX	11/03/2025	9.00		11/25	001-8460
NE DEPT OF REVENUE	4	Invoice	MOTOR FUEL TAX	11/03/2025	1.00		11/25	003-8460
Total NE DEPT OF REVENUE (3415):					7,975.00			
NEBRASKA SNOW EQUIPMENT (3570)								
NEBRASKA SNOW EQUIPMENT	1	Invoice	PACKING SET W/WIPER	10/22/2025	26.39	1820	11/25	002-8460
NEBRASKA SNOW EQUIPMENT	2	Invoice	CUTTING EDGE/CENTER	10/22/2025	717.00	1820	11/25	002-8460
Total NEBRASKA SNOW EQUIPMENT (3570):					743.39			
NEBRASKALAND TIRE INC (5636)								
NEBRASKALAND TIRE INC	1	Invoice	TIRES-'08 RED CHEVY	10/20/2025	395.92		11/25	521-5810
NEBRASKALAND TIRE INC	1	Invoice	TIRE REPAIR	10/21/2025	97.64		11/25	401-5810
NEBRASKALAND TIRE INC	1	Invoice	EXMARK MOWER TIRE R	10/28/2025	17.99		11/25	521-5810
NEBRASKALAND TIRE INC	1	Invoice	JD GROOMER TIRE REP	10/31/2025	31.55		11/25	521-5810
Total NEBRASKALAND TIRE INC (5636):					543.10			
OLSSON (3775)								
OLSSON	1	Invoice	#023-04638 SCADA ON C	10/14/2025	1,935.94		11/25	001-9910
OLSSON	2	Invoice	#023-04638 SCADA ON C	10/14/2025	1,935.94		11/25	002-9910
OLSSON	3	Invoice	#023-04638 SCADA ON C	10/14/2025	1,935.94		11/25	003-9910
Total OLSSON (3775):					5,807.82			
PAPER TIGER SHREDDING (3905)								
PAPER TIGER SHREDDING	1	Invoice	PAPER SHREDDING	10/31/2025	70.00		11/25	201-5329
Total PAPER TIGER SHREDDING (3905):					70.00			
PITNEY BOWES (3995)								
PITNEY BOWES	1	Invoice	PD POSTAGE METER LE	10/21/2025	91.14		11/25	201-9650

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total PITNEY BOWES (3995):					91.14			
PRESTO-X (4050)								
PRESTO-X	1	Invoice	PEST CONTROL-1945 FO	10/08/2025	92.19		11/25	201-5329
Total PRESTO-X (4050):					92.19			
PWR & DWD RENTAL PROPERTIES LLC (6594)								
PWR & DWD RENTAL PROPERTIES LLC	1	Invoice	OLD MAIN LB940	11/04/2025	2,945.00		11/25	801-5755
Total PWR & DWD RENTAL PROPERTIES LLC (6594):					2,945.00			
QUADIENT FINANCE USA INC (5591)								
QUADIENT FINANCE USA INC	1	Invoice	POSTAGE #7900 0440 80	10/09/2025	200.00		11/25	701-9650
Total QUADIENT FINANCE USA INC (5591):					200.00			
QUADIENT LEASING USA INC (4100)								
QUADIENT LEASING USA INC	5	Invoice	POSTAGE LEASE PMT	10/15/2025	164.71		11/25	001-9650
QUADIENT LEASING USA INC	6	Invoice	POSTAGE LEASE PMT	10/15/2025	82.36		11/25	002-9650
QUADIENT LEASING USA INC	7	Invoice	POSTAGE LEASE PMT	10/15/2025	82.36		11/25	003-9650
Total QUADIENT LEASING USA INC (4100):					329.43			
RAMOS RIOS, ADA R (6998)								
RAMOS RIOS, ADA R	1	Invoice	CONSUMER DEPOSIT RE	11/04/2025	114.70		11/25	001-3500
Total RAMOS RIOS, ADA R (6998):					114.70			
REIMERS KAUFMAN CONCRETE PRODUCTS CO (6536)								
REIMERS KAUFMAN CONCRETE PRODUCTS CO	1	Invoice	CONCRETE TOOLS, CLIP	10/29/2025	150.79		11/25	401-7080
Total REIMERS KAUFMAN CONCRETE PRODUCTS CO (6536):					150.79			
SACK LUMBER CO (4385)								
SACK LUMBER CO	1	Invoice	SCREWS & STAKES	10/23/2025	71.97		11/25	401-5980
SACK LUMBER CO	1	Invoice	PRE-CUT STAKES	10/24/2025	26.00		11/25	401-5980
Total SACK LUMBER CO (4385):					97.97			

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
SALINE CO FAIR BOARD (6999)								
SALINE CO FAIR BOARD	1	Invoice	UTILITY OVERPAYMENT	11/04/2025	39.59		11/25	999-1175
Total SALINE CO FAIR BOARD (6999):					39.59			
SAPP BROS PETROLEUM (4505)								
SAPP BROS PETROLEUM	1	Invoice	ACH DEPOSITED IN ERR	10/30/2025	260.00		11/25	001-4904
SAPP BROS PETROLEUM	1	Invoice	HOWES DIESEL TREATM	10/13/2025	77.25	1807	11/25	003-7220
SAPP BROS PETROLEUM	1	Invoice	ENDURATECH EP 68 5.3	10/10/2025	178.50	1807	11/25	003-7031
SAPP BROS PETROLEUM	1	Invoice	7000 GAL UNLEADED	10/21/2025	17,280.52	1819	11/25	001-1510
Total SAPP BROS PETROLEUM (4505):					17,796.27			
SCHEPERS, AARON (6994)								
SCHEPERS, AARON	1	Invoice	BUYBACK-CRETE FUEL	10/31/2025	33,721.69		11/25	050-5802
Total SCHEPERS, AARON (6994):					33,721.69			
SCHINDLER ELEVATOR CORP (4530)								
SCHINDLER ELEVATOR CORP	1	Invoice	INSPECTION SERVICE-24	11/01/2025	201.66		11/25	501-5330
SCHINDLER ELEVATOR CORP	1	Invoice	INSPECTION SERVICE - 1	11/01/2025	201.66		11/25	201-5329
Total SCHINDLER ELEVATOR CORP (4530):					403.32			
SEALMASTER KC (6849)								
SEALMASTER KC	1	Invoice	TACK SS-1H (BINDER) 5G	09/12/2025	788.40	1753	11/25	401-5980
Total SEALMASTER KC (6849):					788.40			
SEGRA (6762)								
SEGRA	1	Invoice	ETHERNET INTERNET/P	11/01/2025	125.06		11/25	101-5792
SEGRA	2	Invoice	ETHERNET INTERNET/P	11/01/2025	170.34		11/25	201-5792
SEGRA	3	Invoice	ETHERNET INTERNET/P	11/01/2025	125.06		11/25	301-5792
SEGRA	4	Invoice	ETHERNET INTERNET/P	11/01/2025	125.06		11/25	203-5792
SEGRA	5	Invoice	ETHERNET INTERNET/P	11/01/2025	125.06		11/25	401-5792
SEGRA	6	Invoice	ETHERNET INTERNET/P	11/01/2025	125.06		11/25	521-5792
SEGRA	7	Invoice	ETHERNET INTERNET/P	11/01/2025	125.05		11/25	701-5792
SEGRA	8	Invoice	ETHERNET INTERNET/P	11/01/2025	125.05		11/25	721-5792
SEGRA	9	Invoice	ETHERNET INTERNET/P	11/01/2025	141.59		11/25	001-9911
SEGRA	10	Invoice	ETHERNET INTERNET/P	11/01/2025	125.05		11/25	002-9911
SEGRA	11	Invoice	ETHERNET INTERNET/P	11/01/2025	125.05		11/25	003-9911

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total SEGRA (6762):					1,437.43			
SEWARD COUNTY INDEPENDENT (4590)								
SEWARD COUNTY INDEPENDENT	1	Invoice	PLANNING COMMISSION	10/22/2025	12.27		11/25	101-5480
SEWARD COUNTY INDEPENDENT	1	Invoice	PROCEEDINGS	10/29/2025	87.95		11/25	101-5390
SEWARD COUNTY INDEPENDENT	1	Invoice	HEARING	10/29/2025	10.91		11/25	101-5390
SEWARD COUNTY INDEPENDENT	1	Invoice	CITY COUNCIL	10/29/2025	11.82		11/25	101-5390
SEWARD COUNTY INDEPENDENT	1	Invoice	ECONOMIC DEVELOPME	10/29/2025	6.36		11/25	801-5390
SEWARD COUNTY INDEPENDENT	1	Invoice	CITY COUNCIL	10/31/2025	11.82		11/25	101-5390
Total SEWARD COUNTY INDEPENDENT (4590):					141.13			
SID DILLON FORD (4635)								
SID DILLON FORD	1	Invoice	OIL & FILTER 2015 F-250	10/21/2025	56.63		11/25	521-5801
SID DILLON FORD	1	Invoice	OIL & FILTER 2006 F-250	10/27/2025	66.12		11/25	002-8460
SID DILLON FORD	1	Invoice	OIL & FILTER 2006 F-350	11/03/2025	56.63		11/25	401-5801
Total SID DILLON FORD (4635):					179.38			
STRYKER SALES LLC (4870)								
STRYKER SALES LLC	1	Invoice	AED REPLACEMENT BAT	08/28/2025	450.00		11/25	201-5800
Total STRYKER SALES LLC (4870):					450.00			
TRANSUNION RISK & ALTERNATIVE (6152)								
TRANSUNION RISK & ALTERNATIVE	1	Invoice	TLO MONTHLY CHARGE	11/01/2025	345.75		11/25	201-5660
Total TRANSUNION RISK & ALTERNATIVE (6152):					345.75			
TRI STATE OIL RECLAIMERS INC (5577)								
TRI STATE OIL RECLAIMERS INC	1	Invoice	USED OIL PICKED UP	10/31/2025	75.00		11/25	511-5340
Total TRI STATE OIL RECLAIMERS INC (5577):					75.00			
UNION BANK & TRUST CO (5205)								
UNION BANK & TRUST CO	1	Invoice	BOND ANTICIPATION NO	09/02/2025	39,405.00		11/25	150-9971
UNION BANK & TRUST CO	1	Invoice	GEN OBLIGATION VARIO	09/02/2025	195,000.00		11/25	150-9970
UNION BANK & TRUST CO	2	Invoice	GEN OBLIGATION VARIO	09/02/2025	1,650.00		11/25	150-9971

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total UNION BANK & TRUST CO (5205):					236,055.00			
UPS (5240)								
UPS	1	Invoice	POSTAGE	10/25/2025	10.88		11/25	003-9650
Total UPS (5240):					10.88			
UTILITY EQUIPMENT COMPANY (6991)								
UTILITY EQUIPMENT COMPANY	1	Invoice	AY 740 1" METER SETTE	10/09/2025	203.47	1821	11/25	002-8031
Total UTILITY EQUIPMENT COMPANY (6991):					203.47			
VOSS LIGHTING (5335)								
VOSS LIGHTING	1	Invoice	4L-LG-D-4-04-SOF-C1-35	10/17/2025	349.05	1793	11/25	701-5330
VOSS LIGHTING	2	Invoice	4L-LG-D-6-06-SOF-C1-35	10/17/2025	1,064.50	1793	11/25	701-5330
Total VOSS LIGHTING (5335):					1,413.55			
WASTE CONNECTIONS OF NEBRASKA (5360)								
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	1945 FOREST AVE	11/01/2025	60.14		11/25	201-5329
WASTE CONNECTIONS OF NEBRASKA	2	Invoice	243 E 13TH ST	11/01/2025	208.63		11/25	501-7530
WASTE CONNECTIONS OF NEBRASKA	3	Invoice	1420 MAIN AVE	11/01/2025	21.49		11/25	502-7530
WASTE CONNECTIONS OF NEBRASKA	4	Invoice	320 W 9TH ST	11/01/2025	30.07		11/25	001-8000
WASTE CONNECTIONS OF NEBRASKA	5	Invoice	320 W 9TH ST	11/01/2025	30.07		11/25	002-8000
WASTE CONNECTIONS OF NEBRASKA	6	Invoice	100 S MAIN AVE	11/01/2025	157.42		11/25	003-7530
WASTE CONNECTIONS OF NEBRASKA	7	Invoice	1440 LINDEN	11/01/2025	78.63		11/25	001-7220
WASTE CONNECTIONS OF NEBRASKA	8	Invoice	5TH FOREST AVE	11/01/2025	.00		00/00	522-7530
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	2429 CO RD F	11/01/2025	96.71		11/25	050-7530
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	TUXEDO PARK	11/01/2025	237.66		11/25	521-7530
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	1515 FOREST AVE	11/01/2025	94.83		11/25	701-5330
Total WASTE CONNECTIONS OF NEBRASKA (5360):					1,015.65			
WESCO RECEIVABLES CORP (5581)								
WESCO RECEIVABLES CORP	1	Invoice	T&B KL69-1 AL SERV ENT	10/22/2025	322.50	1818	11/25	001-1500
WESCO RECEIVABLES CORP	2	Invoice	ABB 161LRJS-B-5220 15K	10/22/2025	3,476.01	1818	11/25	001-1500
WESCO RECEIVABLES CORP	3	Invoice	MPS C-1520 HOT LINE CL	10/22/2025	1,709.25	1818	11/25	001-1500
WESCO RECEIVABLES CORP	4	Invoice	T&B WR419 AL HTYPE C	10/22/2025	322.50	1818	11/25	001-1500
WESCO RECEIVABLES CORP	1	Invoice	T&B 30H SPLIT BOLT MAI	10/22/2025	1,101.88	1818	11/25	001-1500

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total WESCO RECEIVABLES CORP (5581):					6,932.14			
YOSBEL ARIAS SOTO (6867)								
YOSBEL ARIAS SOTO	1	Invoice	CONSUMER DEPOSIT RE	11/04/2025	44.70		11/25	001-3500
Total YOSBEL ARIAS SOTO (6867):					44.70			
Grand Totals:					<u>1,238,331.65</u>			

Report GL Period Summary

GL Period	Amount
11/25	1,236,978.87
10/25	1,397.48
09/25	44.70-
00/00	.00
Grand Totals:	<u>1,238,331.65</u>

Vendor number hash: 536998
 Vendor number hash - split: 832918
 Total number of invoices: 156
 Total number of transactions: 278

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	1,238,331.65	.00	1,238,331.65
Grand Totals:	<u>1,238,331.65</u>	<u>.00</u>	<u>1,238,331.65</u>

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
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Report Criteria:

Vendor.Vendor number = 0-1059,1061-99999999

Land Development, Planning and Zoning Application

	QTY	TOTAL	
Subdivision Development			Crete Municipal Code Article 3 Subdivisions
Application Fee		\$100	
Preliminary Plat (plus City Attorney Fees)		\$200	Crete Municipal Code 11-306.01
Final Plat		\$200	Crete Municipal Code 11-306.02
Other Plats		\$200	
Subdivision Review and Inspections		\$250	City Engineer fees are in addition to listed fees
Recording Fee		\$25	
Administrative Subdivision			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee		\$100	
Subdivision Review and Inspections		\$250	
Recording Fee		\$25	
Zoning Change		\$200	Crete municipal Code Chapter 11 Article 2
Special Exception	1	\$200.00	Crete municipal Code Chapter 11-230
Variance Request		\$300	Crete Municipal Code 11-213
Comprehensive Plan Amendment		\$200	Future Land Use Map, Existing Land Use Map
Total Fees		\$200.00	City Attorney fees are in addition to listed fees

Owner Information

Name <i>TML Properties</i>	Phone <i>402-643-3909</i>	Email	
Street Address <i>137 North 7th Street S</i>	City <i>Seward</i>	State <i>NE</i>	Zip <i>68434</i>
Signature <i>[Signature]</i>	Application Date <i>9/22/25</i>		

Applicant Information

Name <i>Crete Smiles</i>	Phone <i>402-826-1015</i>	Email <i>info@cretesmiles.com</i>	
Street Address <i>307 E. 12th St.</i>	City <i>Crete</i>	State <i>NE</i>	Zip <i>68333</i>
Signature <i>[Signature]</i>	Application Date <i>9/22/25</i>		

Description

Crete Smiles Family Dentistry Sign.

Subdivision Development Checklist

Pre Application Meeting Date _____ Time _____

Planning Commission Meeting Date _____ Time _____ Application Fee

City Council Meeting Date _____ Time _____

- Preliminary Plat physical and digital copies
- Name, Location, Legal description, Date
- Names of Adjoining Properties
- North Point and Graphics Scale
- Roads
- Existing Utilities and sizes
- Name, Location, Legal description, Date
- Proposed Utility System
- Contours at intervals 2' or 5'
- Proposed improvement or grading
- Location of existing buildings
- Proposed Easements, Dedications
- Filing Fees
- Improvement schedule and restrictive covenants
- Notification of County Planning Commission
- Notification of School Board
- Final Plat one original and two mylar copies
- Date, title, Name, Location of Subdivision
- Graphics Scale and North Arrow
- Monuments 1" diameter maximum 30" length
- Dimensions, angles and bearings, legal description of the property
- Names of Adjoining Properties
- Location and dimensions of easements
- Purpose for which sites are dedicated or reserved
- Surveyor Certification as to the accuracy of plat
- Certification signed and acknowledged by all parties holding title
- Certification recording the approval of the Planning Commission
- Certification recording the approval of the City Council
- Detailed Construction plans of all required public improvements approved by and engineer
- Posted bond or certified check to the City of Crete in sufficient amount to complete the required improvements as approved by and engineer

Administrative Subdivision Checklist

Pre Application Meeting Date _____ Time _____

City Council Meeting Date _____ Time _____ Application Fee

- Name
- Date
- Title
- Location
- Names of abutting streets
- New lots, block numbers, setback lines
- Graphic Scale and true North Point
- Monuments
- Dimensions
- Legal description
- Certification
- Signed by all parties holding Title
- Protective covenants
- Have owners requested annexation
- Utility easements shown
- Final Plat Original & 2 Mylar's

Zoning Change or Comprehensive Plan Amendment

Pre Application Meeting Date _____ Time _____ Scaled Survey Drawing

Publish and Post Date _____ Time _____ Application Fee

Planning Commission Meeting Date _____ Time _____

City Council Meeting Date _____ Time _____

Parcel # and Current Zoning _____ Requested Zoning _____

Special Exception Request

Pre Application Meeting Date _____ Time _____ Application Fee

City Council Meeting Date _____ Time _____



Crete Smiles

Family Dentistry

402-826-1015





CITY OF CRETE
AND TWO MILE ZONING LIMIT
243 EAST 13TH STREET
CRETE, NE 68333

APPLICATION FOR SIGN PERMIT

FEE: \$ _____ NUMBER: _____ DATE: 9/22/2025

REAL ESTATE OWNER'S NAME: TML Properties INSTALLER'S NAME: Adkins Signs
REAL ESTATE OWNER'S ADDRESS: 137 North 7th Street Seward NE 68434 INSTALLER'S ADDRESS: 102 S. 11th St. Nebraska City
REAL ESTATE OWNER'S PHONE: 402 643 3909 INSTALLER'S PHONE: 402-873-6110
SIGN OWNER'S NAME: Crete Smiles SIGN LOCATION: 307 E. 12th St. Crete
SIGN OWNER'S ADDRESS: 307 E 12th St. Crete LEGAL DESCRIPTION: LOT: 15-16-17-18
SIGN OWNER'S PHONE: 402-826-1015 BLOCK: 146
CONTACT E-MAIL: info@cretesmiles.com ADDITION: Crete City

TYPE OF SIGN: ADVERTISING: _____ INFORMATIONAL: X DIRECTIONAL: _____
SIZE OF SIGN: 33" x 48" CLEARANCE OF SIGN TO GROUND: 27"
"SIGHT-TRIANGLE" COMPLIANT: Yes OVERALL HEIGHT OF SIGN: 60"

CONSTRUCTION MATERIAL TO BE USED: Aluminum Composite

WILL SIGN BE ILLUMINATED? YES _____ NO X

ELECTRICIAN'S NAME: _____

ELECTRICIAN'S ADDRESS: _____

ELECTRICIAN'S PHONE: _____

WILL SIGN PROJECT BEYOND THE PROPERTY LINE? YES _____ NO X # OF FEET? _____

WILL SUPPORT FOR SIGN BE LOCATED ON PUBLIC PROPERTY? YES _____ NO X

IS A STATE OF NEBRASKA SIGN PERMIT REQUIRED? (HIGHWAY FRONTAGE) YES _____ NO X

SIGNATURE OF APPLICANT: Shikritul

SIGNATURE OF BUILDING INSPECTOR: _____

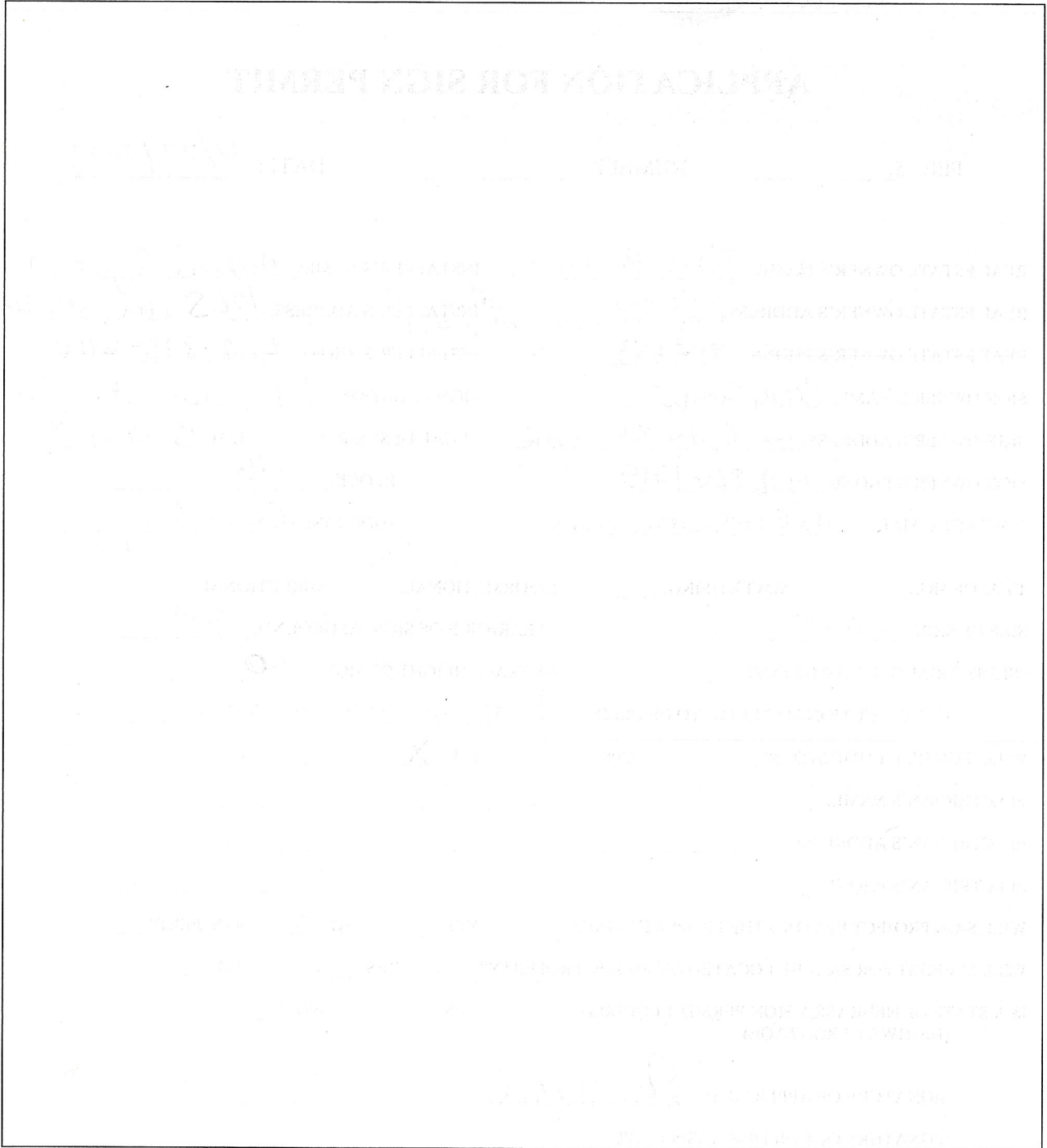
* PERMIT IS INVALID WITHOUT ATTACHED, APPROVED SITE PLAN AND DIAGRAM.

REFER TO CRETE MUNICIPAL CODE SIGN REQUIREMENTS, SECTION 11-800

LAST UPDATED ON 9/10/24.

PLOT PLAN

↑
NORTH



Please show location of sign or signs on the property, relative to all property lines. Any encroachment or overhang beyond the property lines **will** require an additional permit or variance. Questions? Email: trenton.griffin@crete.ne.gov

Land Development, Planning and Zoning Application

	QTY	TOTAL	
Subdivision Development			Crete Municipal Code Article 3 Subdivisions
Application Fee		\$100	
Preliminary Plat (plus City Attorney Fees)		\$200	Crete Municipal Code 11-306.01
Final Plat		\$200	Crete Municipal Code 11-306.02
Other Plats		\$200	
Subdivision Review and Inspections		\$250	City Engineer fees are in addition to listed fees
Recording Fee		\$25	
Administrative Subdivision			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee		\$100	
Subdivision Review and Inspections		\$250	
Recording Fee		\$25	
Zoning Change		\$200	Crete municipal Code Chapter 11 Article 2
Special Exception	1	\$200.00	Crete municipal Code Chapter 11-230
Variance Request		\$300	Crete Municipal Code 11-213
Comprehensive Plan Amendment		\$200	Future Land Use Map, Existing Land Use Map
Total Fees		\$200.00	City Attorney fees are in addition to listed fees

Owner Information

Name TML Properties	Phone 402-643-3909	Email	
Street Address 137 North 7th Street S	City Seward	State NE	Zip 68434
Signature 		Application Date 9/22/25	

Applicant Information

Name Crete Smiles	Phone 402-826-1015	Email info@cretesmiles.com	
Street Address 307 E. 12th St.	City Crete	State NE	Zip 68333
Signature 		Application Date 9/22/25	

Description

Crete Smiles Family Dentistry Sign.

Subdivision Development Checklist

Pre Application Meeting Date _____ Time _____

Planning Commission Meeting Date _____ Time _____ Application Fee

City Council Meeting Date _____ Time _____

- Preliminary Plat physical and digital copies
- Name, Location, Legal description, Date
- Names of Adjoining Properties
- North Point and Graphics Scale
- Roads
- Existing Utilities and sizes
- Name, Location, Legal description, Date
- Proposed Utility System
- Contours at intervals 2' or 5'
- Proposed improvement or grading
- Location of existing buildings
- Proposed Easements, Dedications
- Filing Fees
- Improvement schedule and restrictive covenants
- Notification of County Planning Commission
- Notification of School Board
- Final Plat one original and two mylar copies
- Date, title, Name, Location of Subdivision
- Graphics Scale and North Arrow
- Monuments 1" diameter maximum 30" length
- Dimensions, angles and bearings, legal description of the property
- Names of Adjoining Properties
- Location and dimensions of easements
- Purpose for which sites are dedicated or reserved
- Surveyor Certification as to the accuracy of plat
- Certification signed and acknowledged by all parties holding title
- Certification recording the approval of the Planning Commission
- Certification recording the approval of the City Council
- Detailed Construction plans of all required public improvements approved by and engineer
- Posted bond or certified check to the City of Crete in sufficient amount to complete the required improvements as approved by and engineer

Administrative Subdivision Checklist

Pre Application Meeting Date _____ Time _____

City Council Meeting Date _____ Time _____ Application Fee

- Name
- Date
- Title
- Location
- Names of abutting streets
- New lots, block numbers, setback lines
- Graphic Scale and true North Point
- Monuments
- Dimensions
- Legal description
- Certification
- Signed by all parties holding Title
- Protective covenants
- Have owners requested annexation
- Utility easements shown
- Final Plat Original & 2 Mylar's

Zoning Change or Comprehensive Plan Amendment

Pre Application Meeting Date _____ Time _____ Scaled Survey Drawing

Publish and Post Date _____ Time _____ Application Fee

Planning Commission Meeting Date _____ Time _____

City Council Meeting Date _____ Time _____

Parcel # and Current Zoning _____ Requested Zoning _____

Special Exception Request

Pre Application Meeting Date _____ Time _____ Application Fee

City Council Meeting Date _____ Time _____



Crete Smiles

Family Dentistry

402-826-1015





CITY OF CRETE
AND TWO MILE ZONING LIMIT
243 EAST 13TH STREET
CRETE, NE 68333

APPLICATION FOR SIGN PERMIT

FEE: \$ _____ NUMBER: _____ DATE: 9/22/2025

REAL ESTATE OWNER'S NAME: TML Properties INSTALLER'S NAME: Adkins Signs
REAL ESTATE OWNER'S ADDRESS: 137 North 7th Street Seward NE 68434 INSTALLER'S ADDRESS: 102 S. 11th St. Nebraska City
REAL ESTATE OWNER'S PHONE: 402 643 3909 INSTALLER'S PHONE: 402-873-6110
SIGN OWNER'S NAME: Crete Smiles SIGN LOCATION: 307 E. 12th St. Crete
SIGN OWNER'S ADDRESS: 307 E 12th St. Crete LEGAL DESCRIPTION: LOT: 15-16-17-18
SIGN OWNER'S PHONE: 402-826-7015 BLOCK: 146
CONTACT E-MAIL: info@cretesmiles.com ADDITION: Crete City

TYPE OF SIGN: ADVERTISING: _____ INFORMATIONAL: X DIRECTIONAL: _____
SIZE OF SIGN: 33x48" CLEARANCE OF SIGN TO GROUND: 27"
"SIGHT-TRIANGLE" COMPLIANT: Yes OVERALL HEIGHT OF SIGN: 60"

CONSTRUCTION MATERIAL TO BE USED: Aluminum Composite

WILL SIGN BE ILLUMINATED? YES _____ NO X

ELECTRICIAN'S NAME: _____

ELECTRICIAN'S ADDRESS: _____

ELECTRICIAN'S PHONE: _____

WILL SIGN PROJECT BEYOND THE PROPERTY LINE? YES _____ NO X # OF FEET? _____

WILL SUPPORT FOR SIGN BE LOCATED ON PUBLIC PROPERTY? YES _____ NO X

IS A STATE OF NEBRASKA SIGN PERMIT REQUIRED? (HIGHWAY FRONTAGE) YES _____ NO X

SIGNATURE OF APPLICANT: Shikritul

SIGNATURE OF BUILDING INSPECTOR: _____

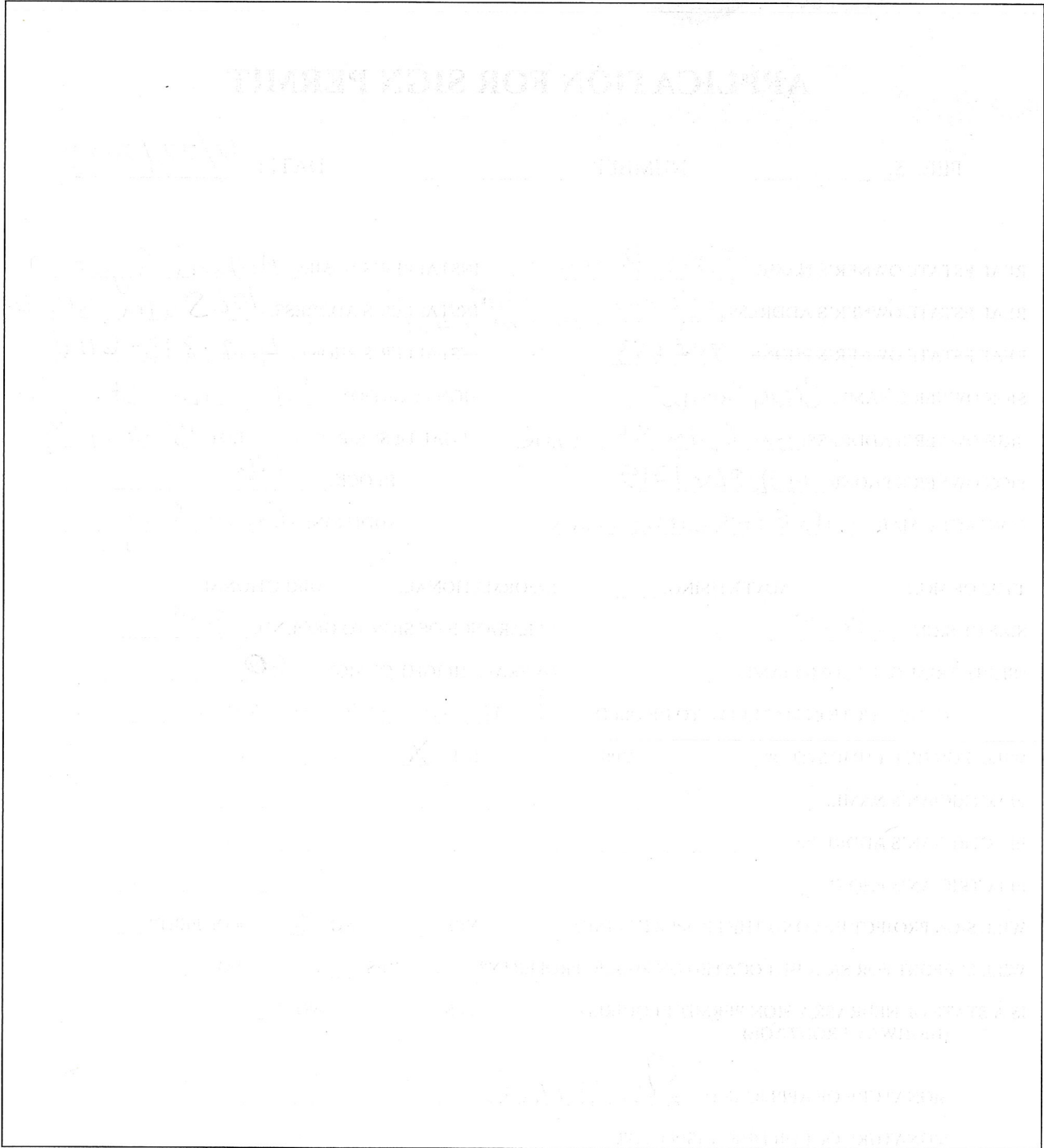
* PERMIT IS INVALID WITHOUT ATTACHED, APPROVED SITE PLAN AND DIAGRAM.

REFER TO CRETE MUNICIPAL CODE SIGN REQUIREMENTS, SECTION 11-800

LAST UPDATED ON 9/10/24.

PLOT PLAN

↑
NORTH



Please show location of sign or signs on the property, relative to all property lines. Any encroachment or overhang beyond the property lines **will** require an additional permit or variance. Questions? Email: trenton.griffin@crete.ne.gov

CITY OF CRETE, NEBRASKA

RESOLUTION NO. 2025-26

(Disadvantaged Business Enterprise (DBE) Program)

A RESOLUTION OF THE CITY OF CRETE, NEBRASKA ADOPTING A DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM FOR FEDERAL FISCAL YEARS 2025, 2026, AND 2027 IN ACCORDANCE WITH THE REGULATIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION.

WHEREAS, the City of Crete, Nebraska (the "City"), as Sponsor of the Crete Municipal Airport, has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the U.S. Department of Transportation ("DOT"), 49 CFR Part 26; and

WHEREAS, because the City has received federal financial assistance from the DOT, the City is required to adopt a DBE Program to assure that it will comply with 49 CFR Part 26, which ensures that DBEs have an equal opportunity to receive and participate in DOT-assisted contracts; and

WHEREAS, the City has prepared a DBE Program for federal fiscal years 2025, 2026, and 2027, a copy of which is attached hereto as Exhibit "A" and incorporated by this reference (the "DBE Program").

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

Section 1. That the Mayor and City Council for the City of Crete, Nebraska hereby adopt the DBE Program, including the approval of the Policy Statement and the established DBE participation goal of 0.50%.

Section 2. That all resolutions or parts thereof in conflict with the provisions of this Resolution or to the extent of such conflicts, are hereby repealed.

PASSED AND APPROVED THIS 21ST DAY OF OCTOBER, 2025.

CITY OF CRETE, NEBRASKA

By: _____
David Bauer, Mayor

ATTEST: _____
Nancy Tellez, City Clerk

EXHIBIT "A"

**Disadvantaged Business Enterprise (DBE) Program
for
FAA Fiscal Years 2025, 2026 & 2027**

[Attached]

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

PROGRAM

FOR FAA FISCAL YEARS 2025, 2026 & 2027

Crete Municipal Airport

Crete, Nebraska

December 2024

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

**Crete Municipal Airport
Crete, Nebraska**

POLICY STATEMENT

Section 26.1, 26.23 Objectives/Policy Statement

The **City of Crete**, Nebraska, Sponsor of Crete Municipal Airport has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (U.S. DOT), 49 CFR Part 26. The **City of Crete** has received Federal financial assistance from the U.S. Department of Transportation, and as a condition of receiving this assistance, the **City of Crete** has signed an assurance that it will comply with 49 CFR Part 26 (hereafter referred to as "Part 26").

It is the policy of the **City of Crete** to ensure that DBEs as defined in Part 26, have an equal opportunity to receive and participate in U.S. DOT-assisted contracts. It is also the **City of Crete's** policy to engage in the following actions on a continuing basis:

1. Ensure nondiscrimination in the award and administration of U.S. DOT- assisted contracts.
2. Create a level playing field on which DBEs can compete fairly for U.S. DOT-assisted contracts.
3. Ensure that the DBE Program is narrowly tailored in accordance with applicable law.
4. Ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs.
5. Help remove barriers to the participation of DBEs in U.S. DOT assisted contracts;
6. Promote the use of DBEs in all types of federally assisted contracts and procurement activities;
7. Assist the development of firms that can compete successfully in the marketplace outside the DBE Program; and
8. Make appropriate use of the flexibility afforded to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

Tom Ourada, City Administrator, City of Crete, has been delegated as the DBE Liaison Officer. In that capacity, **Tom Ourada, City Administrator**, is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the **City of Crete** in its financial assistance agreements with the Department of Transportation.

The **City of Crete** has disseminated this policy statement to the **City of Crete's governing officials** and all of the components of our organization. This statement has been distributed to DBE and non-DBE business communities that may perform work on **City of Crete** U.S. DOT-assisted contracts. The distribution was accomplished by **inclusion in bid specifications**.

Mayor: _____

Date: _____

GENERAL REQUIREMENTS

Section 26.1 Objectives

The objectives are elaborated in the policy statement on the first page of this program.

Section 26.3 Applicability

The **City of Crete** is the recipient of Federal airport funds authorized by 49 U.S.C. 47101, *et seq.*

Section 26.5 Definitions

The **City of Crete** will use terms in this program that have their meanings defined in Part 26, §26.5.

Section 26.7 Non-discrimination Requirements

The **City of Crete** will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, the **City of Crete** will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Section 26.11 Data Collection and Record Keeping Requirements

Reporting to NDOT

The **City of Crete** will provide data about its DBE Program to the Department as directed by U.S. DOT operating administrations.

DBE participation will be reported to Nebraska Department of Transportation - Division of Aeronautics (NDOT-A) as follows:

The **City of Crete** will transmit to **NDOT-A** annually, by or before December 1, the information required for the "Uniform Report of DBE Awards or Commitments and Payments", as described in Appendix B to Part 26. The **City of Crete** will similarly report the required information about participating DBE firms. All reporting will be done through the **NDOT-A** official reporting system, or another format acceptable to **NDOT-A** as instructed thereby.

Bidders List

The **Nebraska Department of Transportation – Division of Aeronautics (NDOT-A)**, acting as agent for the **City of Crete**, will collect bidders list information as described in § 26.11(c)(2) using

forms included in **Attachment 3** and enter it into the system designated by DOT. The purpose of the bidders list is to compile as accurate data as possible about the universe of DBE and non-DBE contractors and subcontractors who seek to work on our federally assisted contracts for use in helping you set your overall goals, and to provide the Department with data for evaluating the extent to which the objectives of § 26.1 are being achieved.

The **City of Crete** will obtain the following bidders list information about all DBE and non-DBEs who bid as prime contractors and subcontractors on each of our federally assisted contracts:

- Firm name
- Firm Address including Zip code
- Firm's status as a DBE or non-DBE
- Race and gender information for the firm's majority owner
- NAICS code applicable to each scope of work the firm sought to perform in its bid
- Age of the firm
- Annual gross receipts of the firm. The gross receipts can be obtained by asking each firm to indicate into what gross receipts bracket they fit (e.g. less than \$1 million; \$1-3 million; \$3-6 million; \$6-10 million, etc) rather than requesting an exact figure from the firm.

The **City of Crete** will collect the data from all bidders for our federally assisted contracts by requiring the information in paragraph (c)(2) of this section to be submitted with their bids or initial responses to negotiated procurements.

The **City of Crete** will enter this data in the Department's designated system no later than December 1 following the fiscal year in which the relevant contract was awarded.

In the case of a "design-build" contracting situation where subcontracts will be solicited throughout the contract period as defined in a DBE Performance Plan pursuant to § 26.53(e), the **City of Crete** will enter the data no later than December 1 following the fiscal year in which the design-build contractor awards the relevant subcontract(s).

The **Nebraska Department of Transportation** for the **Nebraska** Unified Certification Program (UCP) established pursuant to § 26.81 must report to DOT's Departmental Office of Civil Rights each year, the following information:

- The number and percentage of in-state and out-of-state DBE certifications by gender and ethnicity (Black American, Asian-Pacific American, Native American, Hispanic American, Subcontinent-Asian Americans, and non-minority);
- The number of DBE certification applications received from in-state and out-of-state firms and the number found eligible and ineligible
- The number of decertified firms:
 - Total in-state and out-of-state firms decertified
 - Names of in-state and out-of-state firms decertified because Socially and Economically Disadvantaged Owner (SEDO) exceeded the personal net worth cap

- Names of in-state and out-of-state firms decertified for excess gross receipts beyond the relevant size standard.
- The number of in-state and out-of-state firms summarily suspended
- The number of in-state and out-of-state applications received for an individualized determination of social and economic disadvantaged status
- The number of in-state and out-of-state firms certified whose owner(s) made an individualized showing of social and economic disadvantaged status

Records retention and reporting:

The **City of Crete** will maintain records documenting a firm's compliance with the requirements of this part. At a minimum, the **City of Crete** will keep a complete application package for each certified firm and all affidavits of no-change, change notices, and on-site reviews. These records will be retained in accordance with all applicable record retention requirements of the **City of Crete** financial assistance agreement. Other certification or compliance related records will be retained for a minimum of three (3) years unless otherwise provided by applicable record retention requirements for the financial assistance agreement, whichever is longer.

Section 26.13 Assurances Recipients and Contractors Must Make

The **City of Crete** has signed the following assurances, applicable to all U.S. DOT-assisted contracts and their administration:

Assurance: - Each financial assistance agreement the **City of Crete** signs with a NDOT operating administration (or a primary recipient) will include the following assurance:

The **City of Crete** shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The **City of Crete** shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The **City of Crete's** DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the **City of Crete** of its failure to carry out its approved program, the Department may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

Contract Assurance: The **City of Crete** will ensure that the following clause is included in each DOT-funded contract it signs with a contractor (and each subcontract the prime contractor signs with a subcontractor):

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure

by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- 1) Withholding monthly progress payments;
- 2) Assessing sanctions;
- 3) Liquidated damages; and/or
- 4) Disqualifying the contractor from future bidding as non-responsible.

ADMINISTRATIVE REQUIREMENTS

Section 26.21 DBE Program Updates

The City of Crete is required to have a DBE program meeting the requirements of this part as it will receive grants for airport planning or development and will award prime contracts, cumulative total value of which exceeds \$250,000 in FAA funds in a federal fiscal year.

The City of Crete is not eligible to receive U.S. DOT financial assistance unless U.S. DOT has approved this DBE program and the City of Crete is in compliance with it and Part 26. The City of Crete will continue to carry out this program until all funds from U.S. DOT financial assistance have been expended. The City of Crete does not have to submit regular updates of the DBE program document, as long as it remains in compliance. However, significant changes in the program, including those required by regulatory updates, will be submitted for U.S. DOT approval.

Section 26.23 Policy Statement

The Policy Statement is elaborated on the first page of this DBE Program.

Section 26.25 DBE Liaison Officer (DBELO)

The following individual has been designated as the DBE Liaison Officer for the **City of Crete**:

Name: Tom Ourada, City Administrator
Address: P.O. Box 86
City: Crete, Nebraska 68333-0086
Telephone: 402-826-4408
Email: tom.ourada@crete.ne.gov

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that the **City of Crete** complies with all provision of 49 CFR Part 26. The DBELO has direct, independent access to the **Mayor of the City of Crete** concerning DBE program matters. An organizational chart displaying the DBELO's position in the organization is included in **Attachment 2** to this program.

The DBELO is responsible for developing, implementing, and monitoring the DBE program, in coordination with other appropriate officials. However, the **City of Crete** does not have a dedicated civil rights department. The **City of Crete** uses staff from NDOT-A and the **Nebraska Department of Transportation (NDOT)** Civil Rights Office for guidance on matters concerning the DBE program and to assist in the administration of the program. The duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by U.S. DOT.
2. Reviews third party contracts and purchase requisitions for compliance with this program.
3. Works with all departments to set overall annual goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.
6. Analyzes the **City of Crete's** progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the CEO/governing body on DBE matters and achievement.
9. ~~Chairs the DBE Advisory Committee.~~
10. Determine contractor compliance with good faith efforts.
11. Provides DBEs with information and assistance in preparing bids, obtaining bonding and insurance.
12. ~~Plans and participates in DBE training seminars.~~
13. ~~Acts as liaison to the Uniform Certification Process.~~
14. Provides outreach to DBEs and community organizations to advise them of opportunities.
15. ~~Maintains the agency's updated directory on certified DBEs.~~

NOTES*

Item 9: Given the very small size of the Sponsor organization, there is no defined DBE Advisory Committee. The DBELO does, however, advise the entire organization on DBE matters and achievements, per Item 8.

Item 12: Given the very small size of the Sponsor organization, the organization does not have the resources to plan and participate in DBE training seminars. For this duty or responsibility, the organization relies on the resources of the NDOT and their Civil Rights Office to provide appropriate training opportunities.

Item 13: Per Section 26.31 below, the Sponsor is a non-certifying member of the Nebraska Unified Certification Program (UCP). As a non-certifying, or Signatory, member, the Sponsor agrees to

designate the NDOT Highway Civil Rights Office (HCRO) as the sole certifying agency of the NUCP.

Item 15: Per Sections 26.31, the **City of Crete** is a non-certifying member of the Nebraska Unified Certification Program (UCP). The UCP maintains a directory identifying all firms eligible to participate as DBEs, which contains all the elements required by §26.31. This is the directory used by the Sponsor.

Section 26.27 DBE Financial Institutions

It is the policy of the **City of Crete** to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on U.S. DOT-assisted contracts to make use of these institutions. Availability of such institutions will be investigated on an annual basis.

Utilizing a list of Nebraska banks provided by the Nebraska Department of Banking and Finance, we determined that there are four (4) banks in Crete as of June 14, 2024: Pinnacle Bank, First Interstate Bank, Union Bank and Trust Company, and City Bank & Trust Company. Following the process used by the Nebraska Department of Transportation, the **City of Crete** investigated the availability of socially and economically disadvantaged financial institutions in Nebraska, including the 4 institutions noted above, using the following reports/lists:

- Federal Deposit Insurance Corporation Report to Congress for 2022, "Preservation and Promotion of Minority Depository Institutions"
(<https://www.fdic.gov/regulations/resources/minority/congress/index.html>)
- Federal Deposit Insurance Corporation Minority Depository Institutions List
(<https://www.fdic.gov/regulations/resources/minority/mdi.html>)
- Federal Deposit Insurance Corporation Minority Depository Institutions MDI and CDFI Ban Locator (<https://fdic-gis.maps.arcgis.com/apps/webappviewer/index.html?id=76c05acdf50f4e3db35cd042103e998e>)
- Office of the Comptroller of the Currency Minority and Women-Owned Depository List (<https://www.occ.treas.gov/topics/consumers-and-communities/minority-outreach/locations-list-view-minority.html?category=ho&type=people>)

From this review, only one depository institution in the state, The First National Bank of Gordon, is noted on the Office of the Comptroller of the Currency's Minority and Women-Owned Depository list, as a Women Owned business. No other lists included the First National Bank of Gordon, or any other socially or economically disadvantaged financial institutions. None of the 4 local institutions noted above were listed on any minority list.

According to Part 26.27, the **City of Crete** is required to “thoroughly investigate ... financial institutions ... in your community.” Anywhere is a city with a population of less than 7,500. It is located in an area with no suburbs. The **City of Crete** constitutes the **City of Crete’s** community. The **City of Crete** has investigated all financial institutions within their community and thus met the requirements of Part 26.27.

The **City of Crete’s** community under 26.27 and the **City of Crete’s** market area under 26.45 are not the same areas. Due to the area’s low population density, contractors typically travel hundreds of miles to participate on U.S. DOT-assisted contracts. Therefore, the **City of Crete’s** market area that was used to establish their overall DBE goal is discussed in **Attachment 5**. It would be impractical, infeasible, and unreasonable for the **City of Crete** to use a financial institution outside of their community.

Section 26.29 Prompt Payment Mechanisms

The **City of Crete** requires that all subcontractors performing work on U.S. DOT-assisted contracts shall be promptly paid for work performed pursuant to their agreements, in accordance with all relevant federal, state, and local law. Prompt payment and return of retainage requirements also apply to lower-tier subcontractors.

In accordance with 49 CFR §26.29, the **City of Crete** established a contract clause implementing this requirement and requires prime contractors to pay subcontractors for satisfactory performance of their contracts no later than 30 days from the prime contractor’s receipt of each payment from the **City of Crete**.

The **City of Crete** ensures prompt and full payment of retainage from the prime contractor to the subcontractor within no later than 30 days after the subcontractor’s work is satisfactorily completed. Pursuant to §26.29, the **City of Crete** has selected the following method to comply with this requirement:

(1) The **City of Crete** will hold retainage from prime contractors and provide for prompt and regular incremental acceptances of portions of the prime contract, pay retainage to prime contractors based on these acceptances, and require a contract clause obligating the prime contractor to pay all retainage owed to the subcontractor for satisfactory completion of the accepted work within 30 days after the **City of Crete’s** payment to the prime contractor.

To implement this measure, the **City of Crete** includes the following clause from FAA Advisory Circular 150/5370-10 in each U.S. DOT-assisted prime construction contract:

- (a) The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance no later than 30 days from receipt of payment from the **City of Crete**. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor’s work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur

only for good cause following written approval of the **City of Crete**. This clause applies to both DBE and non-DBE subcontractors.

- (b) In the event of noncompliance with this provision, the **City of Crete** may impose appropriate penalties in accordance with terms and conditions of this contract.
- (c) The prime contractor will not be reimbursed for work performed by subcontractors unless and until the prime contractor has paid for work performed by such subcontractors in accordance with this provision and contract terms.

Section 26.31 Directory of Certified Firms

The **City of Crete** is a non-certifying member of the Nebraska Unified Certification Program (UCP). The UCP maintains a directory identifying all firms eligible to participate as DBEs, which contains all the elements required by §26.31. The directory is available from:

Minority Business Coordinator
Nebraska Department of Transportation
P.O. Box 94759
Lincoln, NE 68509
402-479-3728
<https://dot.nebraska.gov/business-center/civil-rights/>

The directory lists firms that have passed NDOT's certification process. The listing includes the firm's name, address, phone number and the type of work the firm has been certified to perform as a DBE. NDOT updates the directory at least quarterly.

Section 26.33 Over-concentration

The **City of Crete** has not identified that over-concentration exists the types of work that DBEs perform and has not implemented a Business Development Program

Section 26.35 Business Development and Mentor-Protégé Programs

The **City of Crete** has not established a Business Development Program or Mentor-Protégé Program as described by 49 CFR Part 26.

Section 26.37 Monitoring Responsibilities

The **City of Crete** implements and carries out appropriate mechanisms to ensure compliance with 49 CFR Part 26 program requirements by all program participants, including prompt payment, and describes and set forth these mechanisms in the **City of Crete's** DBE program.

The **City of Crete** actively monitors participation by maintaining a running tally of actual DBE attainments (e.g., payments actually made to DBE firms), including a means of comparing these attainments to commitments.

Monitoring Payments to DBEs and Non-DBEs

The **City of Crete** undertakes ongoing monitoring of prime payments to subcontractors over the course of any covered contract. Such monitoring activities will be accomplished through the following method(s):

- Entering into an agreement for construction observation services, which will include reviewing compliance with Labor and Civil Rights provisions in accordance with FAA AIP Sponsor Guide No. 1070.
- Keeping a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

The **City of Crete** requires prime contractors to maintain records and documents of payments to subcontractors, including DBEs, for a minimum of three (3) years unless otherwise provided by applicable record retention requirements for the **City of Crete's** financial assistance agreement, whichever is longer. These records will be made available for inspection upon request by any authorized representative of the **City of Crete** or U.S. DOT. This reporting requirement extends to all subcontractors, both DBE and non-DBE.

- The **City of Crete** proactively reviews contract payments every quarter to subcontractors including DBEs. Payment reviews will evaluate whether the actual amount paid to DBE subcontractors is equivalent to the amounts reported to the **City of Crete** by the prime contractor.

Prompt Payment Dispute Resolution

The **City of Crete** will take the following steps to resolve disputes as to whether work has been satisfactorily completed for purposes of §26.29.

In the event of a dispute as to whether work has been satisfactorily completed or not, the DBELO shall schedule and attend a meeting between the **City of Crete, Engineering Consultant, the project prime contractor and the DBE subcontractor**. Attendees for the prime contractor and DBE subcontractor shall have an appropriate authority to enter into decisions obligating their respective company.

The **City of Crete** has established, as part of its DBE program, the following mechanism(s) to ensure prompt payment and return of retainage:

- (1) A contract clause providing that the prime contractor will not be reimbursed for work performed by subcontractors unless and until the prime contractor ensures that the subcontractors are promptly paid for the work they have performed:

- (a) The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance no later than 30 days from receipt of payment from the Sponsor. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Sponsor. This clause applies to both DBE and non-DBE subcontractors.
- (b) In the event of noncompliance with this provision, the Sponsor may impose appropriate penalties in accordance with terms and conditions of this contract.
- (c) Subject to the approval of the Sponsor, the prime contractor shall use appropriate alternative dispute resolution mechanisms to resolve any payment disputes that may arise.
- (d) The prime contractor will not be reimbursed for work performed by subcontractors unless and until the prime contractor has paid for work performed by such subcontractors in accordance with this provision and contract terms.

Prompt Payment Complaints

Complaints by subcontractors regarding the prompt payment requirements are handled according to the following procedure.

- If affected subcontractor is not comfortable contracting prime directly regarding payment or unable to resolve payment discrepancies with prime, subcontractor should contact DBELO to initiate complaint.
- If filing a prompt payment complaint with the DBELO does not result in timely and meaningful action by the **City of Crete** to resolve prompt payment disputes, affected subcontractor may contact the responsible NDOT-A contact.
- Pursuant to Sec. 157 of the FAA Reauthorization Act of 2018, all complaints related to prompt payment will be reported in a format acceptable to the FAA, including the nature and origin of the complaint and its resolution.

Enforcement Actions for Noncompliance of Participants

The **City of Crete** will provide appropriate means to enforce the requirements of §26.29. These means include:

In the event of non-compliance with the DBE regulation by a participant in our procurement activities, the **City of Crete** has available several remedies to enforce the DBE requirements contained in its contract, including, but not limited to, the following:

- Breach of contract action, pursuant to the terms of the contract.
- Breach of contract action, pursuant to Nebraska Statute

- 3-504 City Airport Authority
- 3-116, 3-120, 3-125 NDA
- Other sections of Nebraska Statutes that may be applicable and could be used to enforce DBE requirements include unemployment compensation fund contributors and interest due under the provisions of Nebraska Statute 48-601 to 48-669 on wages paid to individuals employed. Conditions regarding fair employment practices as contained in Nebraska Statutes 48-1101 through 48-225 and to comply with minimum wage scale and nondiscrimination as defined in Nebraska Statutes 48-1201 through 48-1277.

In addition, the federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE program, including, but not limited to, the following:

- Suspension or debarment proceedings pursuant to 49 CFR Part 26.
- Enforcement action pursuant to 49 CFR Part 31.
- Prosecution pursuant to 18 USC 1001.

The **City of Crete** will actively implement the enforcement actions detailed above.

Monitoring Contracts and Work Sites

The **City of Crete** reviews contracting records and has engaged with a professional consultant to assist in actively monitoring work sites to ensure that work committed to DBEs at contract award or subsequently (*e.g.*, as the result of modification to the contract) is actually performed by the DBEs to which the work was committed. Work site monitoring is performed by the professional consultant. Contracting records are maintained by the professional consultant and reviewed by Tom Ourada, City Administrator. The **City of Crete** will maintain written certification that contracting records have been reviewed and work sites have been monitored for this purpose.

Section 26.39 Fostering small business participation

The **City of Crete** has created a Small Business element to structure contracting requirements to facilitate competition by small business concerns, taking all reasonable steps to eliminate obstacles to their participation, including unnecessary and unjustified bundling of contract requirements that may preclude small business participation in procurements as prime contractors or subcontractors.

The small business element is incorporated as **Attachment 10** to this DBE Program. The program elements will be actively implemented to foster small business participation. **Implementation of the small business element is required in order for the City of Crete to be considered by U.S. DOT as implementing this DBE program in good faith.**

SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Section 26.43 Set-asides or Quotas

The **City of Crete** does not use quotas or race-conscious set-asides in any way in the administration of this DBE program.

Section 26.45 Overall Goals

The City of Crete will establish an overall DBE goal covering a three-year federal fiscal year period if it anticipates awarding U.S. DOT -funded prime contracts the cumulative total value of which exceeds \$250,000 in U.S. DOT funds during any one or more of the reporting fiscal years within the three-year goal period. In accordance with §26.45(f), the City of Crete will submit its Overall Three-year DBE Goal to the FAA by August 1st of the year in which the goal is due, as required by the schedule established by and posted to the website of NDOT.

NDOT:

<https://dot.nebraska.gov/business-center/civil-rights/>

FAA:

https://www.faa.gov/about/office_org/headquarters_offices/acr/bus_ent_program/media/Schedule_of_DBE_and_ACDBE_Reporting_Requirements_Dec_2017_Issue.pdf

The DBE goals will be established in accordance with the 2-step process as specified in 49 CFR Part 26.45. If the **City of Crete** does not anticipate awarding prime contracts the cumulative total value of which exceeds \$250,000 in DOT funds during any of the years within the three-year reporting period, an overall goal will not be developed. However, this DBE Program will remain in effect and the **City of Crete** will seek to fulfill the objectives outlined in 49 CFR Part 26.1.

Method: The following is a summary of the method we used to calculate this goal:

We consulted with NDOT-A to establish the geographical area from which we could reasonably expect ready, willing, and able prime contractors and subcontractors to be obtained. After identifying the geographical area, we search the US Census Bureau's data base to obtain the total number of businesses that correspond to the NAICS code related to the prime scope of work for the project. We review the NDOT data base to identify the number of certified DBE's in the geographical area with work codes similar to the NAICS codes.

Step 1: The first step is to determine a base figure for the relative availability of DBEs in the market area. The **City of Crete** will use a Bidders List, the goal of another NDOT recipient, DBE Directory information and Census Bureau Data, or other alternative method that complies with §26.45 as a method to determine the base figure. The base figure was determined by dividing the number of DBE firms on this list by the total number of firms. See **Attachment 5**: "Step 1: Goal Setting Process for details". The **City of Crete** understands that the exclusive use of a list of prequalified contractors or plan holders, or a bidders list that does not comply with the requirements of 49 CFR Part 26.45(c)(2), is not an acceptable alternative means of determining the availability of DBEs.

Step 2: The second step is to adjust, if necessary, the “base figure” percentage from Step 1 so that it reflects as accurately as possible the DBE participation the recipient would expect in the absence of discrimination. Adjustments may be made based on past participation, and/or information about barriers to entry to past competitiveness of DBEs on contracts. The **City of Crete** will examine all of the evidence available in its jurisdiction to determine what adjustment, if any, is needed. If the evidence does not suggest an adjustment is necessary, then no adjustment shall be made.

We have been unable to find evidence of past discrimination and have not identified any barriers in our local market area research. In addition, NDOT-A is not aware of past discrimination and has not identified any barriers in our local market area research to adjust their base figure for over utilization or under-utilization to warrant adjustments to their base figure. Therefore, we have not adjusted our base figure due to discrimination.

Any methodology selected will be based on demonstrable evidence of local market conditions and be designed to ultimately attain a goal that is rationally related to the relative availability of DBEs in the **City of Crete’s** market.

Process: Before establishing the overall goal each year, the **City of Crete** will consult with NDOT-A to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the **City of Crete’s** efforts to establish a level playing field for the participation of DBEs. The **City of Crete** may also consult with United Minority Contractors Association of Nebraska and the Urban League of Nebraska to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the **City of Crete’s** efforts to establish a level playing field for the participation of DBEs.

Following this consultation, NDOT-A, as agent for the **City of Crete**, will post the airport DBE program and its overall goal on the NDOT website and notify agencies and organizations, indicating that the **City of Crete** is interested in obtaining relevant information regarding goal setting and goal methodology. The link to the airport’s program and its overall goal online and the list of agencies and organizations selected are available in Attachment 5, under Public Participation. Each notice will contain an explicit invitation to meet with the NDOT-A face-to-face or via conference call (i.e., a “scheduled, direct, interactive exchange”) to discuss any questions or comments on DBE participation goal setting.

In establishing the overall goal, the **City of Crete** will provide for consultation and publication. This includes consultation with minority, women’s and general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the efforts by the **City of Crete** to establish a level playing field for the participation of DBEs. The consultation will include a scheduled, direct, interactive exchange (e.g., a face-to-face meeting, video conference, teleconference) with as many interested stakeholders as possible focused on obtaining information relevant to the goal setting process, and it will occur before the **City of Crete** is required to submit the goal methodology to the operating administration for review pursuant to §26.45(f). The goal submission will document

the consultation process in which the **City of Crete** engaged. Notwithstanding paragraph (f)(4) of §26.45, the proposed goal will not be implemented until this requirement is met.

In addition to the consultation described above, the **City of Crete** will publish a notice announcing the proposed overall goal before submission to the FAA. The notice will be published in the local newspaper, posted on NDOT's official internet web site, and may be directly mailed to other local interested agencies. The list of potential agencies interested can be found in **Attachment 5**, under "Public Participation". If the proposed goal changes following review by FAA, the revised goal will be posted on the official internet web site.

The public will also be informed that the proposed overall goal and its rationale are available for inspection during normal business hours at the **Crete City Hall, 243 East 13th Street, Crete, Nebraska 68333-0086**. The link to the proposed goal is found below:

<https://dot.nebraska.gov/business-center/civil-rights/airport-dbe/>

This notice will provide that the **City of Crete** will accept comments on the goals for 30 days from the date of the notice. Notice of the comment period will include the addresses to which comments may be sent (including offices and websites) and the location(s) where the proposal may be reviewed.

The Overall Three-Year DBE Goal submission to FAA will include a summary of information and comments received, if any, during this public participation process and the **City of Crete's** responses.

The **City of Crete** will establish its overall goal based on one or more projects. Our overall goal will be submitted to FAA at least 30 days prior to the first solicitation for a U.S. DOT-assisted contract for a project that contains a goal, including professional services, construction, or other contracts. Unless we have received other instructions from U.S. DOT, we will establish a goal on a project basis and begin using our overall goal by the time of the first solicitation for a contract that contains a goal.

The **City of Crete** will begin using the overall goal on October 1 of the relevant period, unless other instructions from U.S. DOT have been received.

Project Goals

If permitted or required by the U.S. DOT Administrator, an overall goal may be expressed as a percentage of funds for a particular grant or project or group of grants and/or projects, including entire projects. Like other overall goals, a project goal may be adjusted to reflect changed circumstances, with the concurrence of the appropriate operating administration. A project goal is an overall goal and must meet all the substantive and procedural requirements of this section pertaining to overall goals. A project goal covers the entire length of the project to which it applies. The project goal will include a projection of the DBE participation anticipated to be obtained during each fiscal year covered by the project goal. The funds for the project to which the project goal

pertains are separated from the base from which the regular overall goal, applicable to contracts not part of the project covered by a project goal, is calculated.

If a goal is established on a project basis, the goal will be used by the time of the first solicitation for a U.S. DOT-assisted contract for the project.

Prior Operating Administration Concurrence

The **City of Crete** understands that prior FAA concurrence with the overall goal is not required. However, if the FAA review suggests that the overall goal has not been correctly calculated or that the method employed by the **City of Crete** for calculating goals is inadequate, FAA may, after consulting with the **City of Crete**, adjust the overall goal or require that the goal be adjusted by the **City of Crete**. The adjusted overall goal is binding. In evaluating the adequacy or soundness of the methodology used to derive the overall goal, the U.S. DOT operating administration will be guided by the goal setting principles and best practices identified by the Department in guidance issued pursuant to §26.9.

A description of the methodology to calculate the overall goal and the goal calculations can be found in Attachment 5 to this program.

Section 26.47 Failure to meet overall goals

The City of Crete cannot be penalized or treated by the Department as being in noncompliance with Part 26, because DBE participation falls short of an overall goal, unless the City of Crete fails to administer its DBE program in good faith.

The City of Crete understands that to be considered to be in compliance with this part, an approved DBE Program and overall DBE goal, if applicable, must be maintained, and this DBE Program must be administered in good faith.

The **City of Crete** understands that if the awards and commitments shown on the Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall goal applicable to that fiscal year, the following actions must be taken in order to be regarded by the Department as implementing this DBE Program in good faith:

- (1) Analyze in detail the reasons for the difference between the overall goal and the awards and commitments in that fiscal year.
- (2) Establish specific steps and milestones to correct the problems identified in the analysis to enable the goal for the new fiscal year to be fully met.
- (3) The **City of Crete** will prepare, within 90 days of the end of the fiscal year, the analysis and corrective actions developed under paragraph (c)(1) and (2) of this section. We will retain copy of analysis and corrective actions in records for a minimum of three years and will make it available to FAA upon request.

Section 26.49 How are overall goals established for transit vehicle manufacturers?

The **City of Crete** will require transit vehicle manufacturers (TVM), as a condition of being authorized to bid or propose on any FTA-assisted transit vehicle procurements, to certify that they have complied with the requirements of §26.49.

- (1) The **City of Crete** affirms that only those transit vehicle manufacturers listed on FTA's certified list of Transit Vehicle Manufacturers, or that have submitted a goal methodology to FTA that has been approved or has not been disapproved, at the time of solicitation are eligible to bid.
- (2) A TVM's failure to implement the DBE Program in the manner as prescribed in this section and throughout Part 26 will be deemed as non-compliance, which will result in removal from FTA's certified TVMs list, resulting in that manufacturer becoming ineligible to bid.
- (3) The **City of Crete** is aware that failure to comply with the requirements set forth in Part 26, §26.49(a) may result in formal enforcement action or appropriate sanction as determined by FTA (e.g., FTA declining to participate in the vehicle procurement).
- (4) **The City of Crete** will submit, within 30 days of making an award, the name of the successful bidder and the total dollar value of the contract in the manner prescribed in the grant agreement.

Section 26.51 Means Recipients Use to Meet Overall Goals

Breakout of Estimated Race-Neutral & Race-Conscious Participation

The **City of Crete** will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating race-neutral DBE participation. Race-neutral DBE participation includes any time a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE contract goal.

Race-neutral means include, but are not limited to the following:

- (1) Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and by making contracts more accessible to small businesses, by means such as those provided under §26.39.
- (2) Providing assistance in overcoming limitations such as inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing).
- (3) Providing technical assistance and other services.
- (4) Carrying out information and communications programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists for bidders; ensuring the dissemination to bidders on

- prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate);
- (5) Implementing a supportive services program to develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses;
 - (6) Providing services to help DBEs, and other small businesses, improve long-term development, increase opportunities to participate in a variety of kinds of work, handle increasingly significant projects, and achieve eventual self-sufficiency;
 - (7) Establishing a program to assist new, start-up firms, particularly in fields in which DBE participation has historically been low;
 - (8) Ensuring distribution of the DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors; and
 - (9) Assisting DBEs, and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

The breakout of estimated race-neutral and race-conscious participation can be found in **Attachment 5** to this program.

The **City of Crete** will arrange solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and by making contracts more accessible to small businesses, by means such as those provided under §26.39.

Contract Goals

If the approved projection under paragraph (c) of §26.51 estimates that the entire overall goal for a given year can be met through race-neutral means, contract goals will not be set during that year, unless the use of contract goals becomes necessary in order meet the overall goal.

Contract goals will be established only on those U.S. DOT-assisted contracts that have subcontracting possibilities. A contract goal need not be established on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work).

Contract goals will be expressed as a percentage of the Federal share of a U.S. DOT-assisted contract.

Section 26.53 Good Faith Efforts Procedures in Situations where there are Contract Goals

Demonstration of good faith efforts (pre-award)

In cases where a contract goal has been established, the contract in question will only be awarded to a bidder/offeror that has made good faith efforts to meet the contract goal. The bidder/offeror can demonstrate that it has made good faith efforts by either meeting the contract goal or

documenting that it has made adequate good faith efforts to do so. Examples of good faith efforts are found in Appendix A to Part 26.

The DBE Liaison Officer is responsible for determining whether a bidder/offeror who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsive.

The **City of Crete** will ensure that all information is complete and accurate and adequately documents the bidder/offeror's good faith efforts before committing to the performance of the contract by the bidder/offeror.

In all solicitations for U.S. DOT-assisted contracts for which a contract goal has been established, the following information will be required of every bidder/offeror:

- (1) Award of the contract will be conditioned on meeting the requirements of this section.
- (2) All bidders or offerors will be required to submit the following information to the recipient, at the time provided in paragraph (3) of this section:
 - a. The names and addresses of DBE firms that will participate in the contract.
 - b. A description of the work that each DBE will perform. To count toward meeting a goal, each DBE firm must be certified in a NAICS code applicable to the kind of work the firm would perform on the contract.
 - c. The dollar amount of the participation of each DBE firm participating.
 - d. Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet a contract goal; and
 - e. Written confirmation from each listed DBE firm that it is participating in the contract in the kind and amount of work provided in the prime contractor's commitment.
 - f. If the contract goal is not met, evidence of good faith efforts (as elaborated in Appendix A of Part 26). The documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract; and
- (3) The bidder/offeror will be required to present the information stipulated in paragraph (2) of this section:
- (4) Under sealed bid procedures, as a matter of **responsiveness**, or with initial proposals, under contract negotiation procedures;

Provided that, in a negotiated procurement, such as a procurement for professional services, the bidder/offeror may make a contractually binding commitment to meet the goal at the time of bid submission or the presentation of initial proposals but provide the information required by paragraph (b)(2) of this section before the final selection for the contract is made by the City of Crete. This paragraph (b)(3)(ii) does not apply to a design-build procurement, which must follow the provisions in paragraph (e) of 49 CFR § 26.53.

For each DBE listed as a regular dealer or distributor the **City of Crete** will make a preliminary counting determination to assess its eligibility for 60 or 40 percent credit, respectively, of the cost of materials and supplies based on its demonstrated capacity and intent to perform as a regular dealer or distributor, as defined in §§ 26.55(e)(2)(iv)(A), (B), (C), and (3) under the contract at issue.

The preliminary determination will be made based on the DBE's written responses to relevant questions and its affirmation that its subsequent performance of a commercially useful function will be consistent with the preliminary counting of such participation. Where the DBE supplier does not affirm that its participation will meet the specific requirements of either a regular dealer or distributor, the **City of Crete** will make appropriate adjustments in counting such participation toward the bidder's good faith efforts to meet the contract goal. The bidder is responsible for verifying that the information provided by the DBE supplier is consistent with the counting of such participation toward the contract goal.

In a design-build contracting situation, in which the **City of Crete** solicits proposals to design and build a project with minimal project details at time of letting, the **City of Crete** may set a DBE goal that proposers must meet by submitting a DBE Open-Ended DBE Performance Plan (OEPP) with the proposal. The OEPP replaces the requirement to provide the information required in paragraph (b) of § 26.53(b). To be considered responsive, the OEPP must include a commitment to meet the goal and provide details of the types of subcontracting work or services (with projected dollar amounts) that the proposer will solicit DBEs to perform. The OEPP must include an estimated time frame in which actual DBE subcontracts would be executed. Once the design-build contract is awarded, the **City of Crete** will provide ongoing monitoring and oversight to evaluate whether the design-builder is using good faith efforts to comply with the OEPP and schedule. The **City of Crete** and the design-builder may agree to make written revisions of the OEPP throughout the life of the project, e.g., replacing the type of work items the design-builder will solicit DBEs to perform and/or adjusting the proposed schedule, as long as the design-builder continues to use good faith efforts to meet the goal.

The **City of Crete** will apply the requirements of this section to DBE bidders/offerors for prime contracts. In determining whether a DBE bidder/offeror for a prime contract has met a contract goal, the **City of Crete** will count the work the DBE has committed to performing with its own forces as well as the work that it has committed to be performed by DBE subcontractors and DBE suppliers.

Administrative Reconsideration of Good Faith Efforts determinations

Within three days of being informed by the **City of Crete** that it is **not responsive** because it has not documented adequate good faith efforts, a bidder/offeror may request administrative reconsideration. Bidder/offerors should make this request in writing to the following reconsideration official:

Anna Burge, Attorney
City of Crete
P.O. Box 86
Crete, Nebraska
68333-0086
anna.burge@crete.ne.gov

The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate

good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with the reconsideration official to discuss the issue of whether the goal was met, or the bidder/offeror made adequate good faith efforts to do. The bidder/offeror will be sent a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good Faith Efforts procedural requirements (post-solicitation/award)

The **City of Crete** will include in each prime contract the contract clause required by § 26.13(b) stating that failure by the contractor to carry out the requirements of this part is a material breach of the contract and may result in the termination of the contract or such other remedies set forth in that section that the **City of Crete** deems appropriate if the prime contractor fails to comply with the requirements of this section.

The awarded contractor will be required to make available upon request a copy of all DBE subcontracts. The contractor shall ensure that all subcontracts or agreements with DBEs to supply labor or materials include all required contract provisions and mandate that the subcontractor and all lower tier subcontractors perform in accordance with the provisions of Part 26.

The awarded contractor will be required to not terminate a DBE or any portion of its work listed in response to § 26.53(b)(2) (or an approved substitute DBE firm per § 26.53(g)) without our prior written consent, unless the **City of Crete** causes the termination or reduction. A termination includes any reduction or underrun in work listed for a DBE not caused by a material change to the prime contract by the recipient. This requirement applies to instances that include but are not limited to: when a prime contractor seeks to perform work originally designed for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm.

The **City of Crete** will include in each prime contract a provision stating that:

- (1) The contractor must utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the contractor obtains the **City of Crete** written consent as provided in § 26.53(f); and
- (2) Unless the **City of Crete** consent is provided under § 26.53(f), the prime contractor must not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE.

The **City of Crete** may provide such written consent only if it agrees, for reasons stated in our concurrence document, that the prime contractor has good cause to terminate the listed DBE or any portion of its work.

Good cause does not exist if the prime contractor seeks to terminate a DBE or any portion of its work that is relied upon to obtain the contract so that the prime contractor can self-perform the work for which the DBE contractor was engaged, or so that he prime contractor can substitute another DBE or non-DBE contractor after contract award. For purposes of § 26.53(f)(3), good cause includes the following circumstances:

- (1) The listed DBE subcontractor fails or refuses to execute a written contract;
- (2) The listed DBE subcontractor fails or refuses to perform the work of its subcontract in a way consistent with normal industry standards. Provided however, that good cause does not exist if the failure or refusal of the DBE subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the prime contractor;
- (3) The listed DBE subcontractor fails or refuses to meet the prime contractor's reasonable, non-discriminatory bond requirements.
- (4) The listed DBE subcontractor becomes bankrupt, insolvent, or exhibits credit unworthiness;
- (5) The listed DBE subcontractor is ineligible to work on public works projects because of suspension and debarment proceedings pursuant to 2 CFR Parts 180, 215 and 1,200 or applicable state law;
- (6) The **City of Crete** determined that the listed DBE subcontractor is not a responsible contractor;
- (7) The listed DBE subcontractor voluntarily withdraws from the project and provides the **City of Crete** written notice of its withdrawal;
- (8) The listed DBE is ineligible to receive DBE credit for the type of work required;
- (9) A DBE owner dies or becomes disabled with the result that the listed DBE contractor is unable to complete its work on the contract;
- (10) Other documented good cause that the **City of Crete** has determined compels the termination of the DBE subcontractor.

Before transmitting to the **City of Crete**, a request to terminate and/or substitute a DBE subcontractor, the prime contractor must give notice in writing to the DBE subcontractor, with a copy to the **City of Crete**, sent concurrently, of its intent to request to terminate and/or substitute the DBE, and the reason(s) for the request.

The prime contractor's written notice must give the DBE five (5) days to respond, advising the **City of Crete** and the prime contractor of the reasons, if any, why the DBE objects to the proposed termination of its subcontract or portion thereof and why the **City of Crete** should not approve the prime contractor's request. If required in a particular case as a matter of public necessity (e.g., safety), the **City of Crete** may provide a response period shorter than five (5) days.

In addition to post-award terminations, the provisions of this section apply to pre-award deletions or changes to DBEs or their listed work put forward by offerors in negotiated procurements.

When a DBE subcontractor or a portion of its work is terminated by the prime contractor as provided in § 26.53(f), or if work committed to a DBE is reduced due to overestimations made prior to award, the prime contractor must use good faith efforts to include additional DBE participation to the extent needed to meet the contract goal. The good faith efforts shall be documented by the contractor. If the **City of Crete** requests documentation under this provision, the contractor shall submit the documentation within seven (7) days, which may be extended for an additional seven (7) days, if

necessary, at the request of the contractor. The **City of Crete** shall provide a written determination to the contractor stating whether or not good faith efforts have been demonstrated.

Section 26.55 Counting DBE Participation

DBE participation will be counted toward overall and contract goals as provided in §26.55. The participation of a DBE subcontractor will not be counted toward a contractor's final compliance with its DBE obligations on a contract until the amount being counted has actually been paid to the DBE.

In the case of post-award substitutions or additions, if a firm is not currently certified as a DBE in accordance with the standards of subpart D of this part at the time of the execution of the contract, the firm's participation will not be counted toward any DBE goals, except as provided for in §26.87(j).

Pursuant to Sec. 150 of the FAA Reauthorization Act of 2018, firms that exceed the business size standard in § 26.65(b) will remain eligible for DBE certification and credit on FAA-funded projects as long as they do not exceed the small business size standard, as adjusted by the United States Small Business Administration, for the NAICS code(s) in which they are certified.

SUBPART D – CERTIFICATION STANDARDS

Section 26.61 – 26.73 Certification Process

The **City of Crete** is a non-certifying member of the Nebraska Unified Certification Program (UCP). Nebraska UCP will use the certification standards of Subpart D of Part 26 to determine the eligibility of firms to participate as DBEs in NDOT-assisted contracts. To be certified as a DBE, a firm must meet all certification eligibility standards. Certifying Nebraska UCP members make all certification decisions based on the facts as a whole.

For information about the certification process or to apply for certification, firms should contact:

Nebraska Department of Transportation
Minority Business Coordinator
P.O. Box 94759
Lincoln, NE 68509-4759.

The Uniform Certification Application form and documentation requirements are found in **Attachment 8** to this program.

SUBPART E – CERTIFICATION PROCEDURES

Section 26.81 Unified Certification Programs

The **City of Crete** accepts the certification procedures adopted by the NUCP for DBE contractors. The NUCP uses the certification standards of Subpart D of Part 26 and the certification procedures of Subpart E of Part 26 to determine the eligibility of firms to participate as DBEs in NDOT-assisted contracts. If a contractor is certified on NUCP's current list, that contractor will be acceptable to the **City of Crete**.

SUBPART F – COMPLIANCE AND ENFORCEMENT

Section 26.101 Compliance Procedures Applicable to the City of Crete

The **City of Crete** understands that if it fails to comply with any requirement of this part, the **City of Crete** may be subject to formal enforcement action under §26.103 or §26.105 or appropriate program sanctions by the concerned operating administration, such as the suspension or termination of Federal funds, or refusal to approve projects, grants or contracts until deficiencies are remedied. Program sanctions may include, in the case of the FHWA program, actions provided for under 23 CFR 1.36; in the case of the FAA program, actions consistent with 49 U.S.C. 47106(d), 47111(d), and 47122; and in the case of the FTA program, any actions permitted under 49 U.S.C. chapter 53 or applicable FTA program requirements.

The **City of Crete** understands that, as provided in statute, it will not be subject to compliance actions or sanctions for failing to carry out any requirement of this part because it has been prevented from complying because a Federal court has issued a final order in which the court found that the requirement is unconstitutional.

Section 26.103 Enforcement Actions Applicable to FHWA and FTA Programs

The provisions of this section apply to enforcement actions under FHWA and FTA programs. **ONLY** paragraph (2) of this section is also applicable in FAA programs.

- (1) **Noncompliance complaints.** Any person who believes that a recipient has failed to comply with its obligations under this part may file a written complaint with the concerned operating administration's Office of Civil Rights. A complaint must be filed no later than 180 days after the date of the alleged violation or the date on which the complainant learned of a continuing course of conduct in violation of this part. In response to a complainant's written request, the Office of Civil Rights may extend the time for filing in the interest of justice, specifying in writing the reason for so doing. The Office of Civil Rights may protect the confidentiality of a complainant's identity as provided in § 26.109(b). Complaints under this part are limited to allegations of violation of the provisions of this part.
- (2) **Compliance reviews.** The concerned operating administration may review the recipient's compliance with this part at any time, including reviews of paperwork and on-site reviews, as appropriate. The Office of Civil Rights may direct the operating administration to initiate a compliance review based on complaints received.

- (3) **Reasonable cause notice.** If it appears, from the investigation of a complaint or the results of a compliance review, that the **Recipient** is in noncompliance with part 26, the appropriate DOT office will promptly send the **Recipient**, return receipt requested, a written notice advising that there is reasonable cause to find the **Recipient** in noncompliance. The notice states the reasons for this finding and directs the **Recipient** to reply within 30 days concerning whether you wish to begin conciliation.
- (4) **Conciliation.**
- a. If the **Recipient** requests conciliation, the appropriate DOT office shall pursue conciliation for at least 30, but not more than 120, days from the date of the request. The appropriate DOT office may extend the conciliation period for up to 30 days for good cause, consistent with applicable statutes.
 - b. If the **Recipient** and the appropriate DOT office sign a conciliation agreement, then the matter is regarded as closed and the **Recipient** is regarded as complying. The conciliation agreement sets forth the measures the **Recipient** has taken or will take to ensure compliance. While a conciliation agreement is in effect, the **Recipient** remains eligible for FHWA or FTA financial assistance.
 - c. The concerned operating administration shall monitor the implementation of the conciliation agreement and ensure that its terms are complied with. If the **Recipient** fail to carry out the terms of a conciliation agreement, the **Recipient** is in noncompliance.
 - d. If the **Recipient** does not request conciliation, or a conciliation agreement is not signed within the time provided earlier in this section, then enforcement proceedings begin.
- (5) **Enforcement actions.**
- a. Enforcement actions are taken as provided in this subpart.
 - b. Applicable findings in enforcement proceedings are binding on all DOT offices.

Section 26.105 Enforcement Actions Applicable to FAA Programs

Compliance with all requirements of this part by airport sponsors and other recipients of FAA financial assistance is enforced through the procedures of Title 49 of the United States Code, including 49 U.S.C. 47106(d), 47111(d), and 47122, and regulations implementing them.

The provisions of § 26.103(b) and this section apply to enforcement actions in FAA programs.

Any person who knows of a violation of this part by a recipient of FAA funds may file a complaint under 14 CFR part 16 with the Federal Aviation Administration Office of Chief Counsel.

Section 26.107 Enforcement Actions Applicable to Participating Firms

If a firm that does not meet the eligibility criteria of subpart D of this part attempts to participate in a U.S. DOT-assisted program as a DBE on the basis of false, fraudulent, or deceitful statements or representations or under circumstances indicating a serious lack of business integrity or honesty,

the Department may initiate suspension or debarment proceedings against the firm under 2 CFR parts 180 and 1200.

If a firm, in order to meet DBE contract goals or other DBE program requirements, uses or attempts to use, on the basis of false, fraudulent or deceitful statements or representations or under circumstances indicating a serious lack of business integrity or honesty, another firm that does not meet the eligibility criteria of subpart D of this part, the Department may initiate suspension or debarment proceedings against you under 2 CFR parts 180 and 1200.

In a suspension or debarment proceeding brought under paragraph (a) or (b) of this section, the concerned operating administration may consider the fact that a purported DBE has been certified by a recipient. Such certification does not preclude the Department from determining that the purported DBE, or another firm that has used or attempted to use it to meet DBE goals, should be suspended or debarred.

The Department may take enforcement action under 49 CFR Part 31, Program Fraud and Civil Remedies, against any participant in the DBE program whose conduct is subject to such action under 49 CFR part 31.

The Department may refer to the Department of Justice, for prosecution under 18 U.S.C. 1001 or other applicable provisions of law, any person who makes a false or fraudulent statement in connection with participation of a DBE in any DOT-assisted program or otherwise violates applicable Federal statutes.

Section 26.109 Information, Confidentiality, Cooperation and Intimidation or Retaliation

In responding to requests for information concerning any aspect of the DBE program, the Department complies with provisions of the Federal Freedom of Information and Privacy Acts (5 U.S.C. 552 and 552a). The Department may make available to the public any information concerning the DBE program release of which is not prohibited by Federal law.

Notwithstanding any provision of Federal or state law, information that may reasonably be construed as confidential business information will not be released to any third party without the written consent of the firm that submitted the information, including applications for DBE certification and supporting information. However, this information will be transmitted to U.S. DOT in any certification appeal proceeding under §26.89 or to any other state to which the individual's firm has applied for certification under §26.85.

All participants in the Department's DBE program (including, but not limited to, recipients, DBE firms and applicants for DBE certification, complainants and appellants, and contractors using DBE firms to meet contract goals) are required to cooperate fully and promptly with U.S. DOT and recipient compliance reviews, certification reviews, investigations, and other requests for information. Failure to do so shall be a ground for appropriate action against the party involved (e.g., with respect to recipients, a finding of noncompliance; with respect to DBE firms, denial of certification or removal of eligibility and/or suspension and debarment; with respect to a

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complainant or appellant, dismissal of the complaint or appeal; with respect to a contractor which uses DBE firms to meet goals, findings of non-responsibility for future contracts and/or suspension and debarment).

The **City of Crete**, contractor, or any other participant in the program will not intimidate, threaten, coerce, or discriminate against any individual or firm for the purpose of interfering with any right or privilege secured by this part or because the individual or firm has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing under this part. The **City of Crete** understands that it is in noncompliance with Part 26 if it violates this prohibition.

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ATTACHMENTS

Attachment 1	Regulations: Link to 49 CFR Part 26 (eCFR)
Attachment 2	Organizational Chart
Attachment 3	Bidder's List Collection Form
Attachment 4	DBE Directory or link to DBE Directory
Attachment 5	Overall Goal Calculations
Attachment 6	Demonstration of Good Faith Efforts or Good Faith Effort Plan - Forms 1 & 2
Attachment 7	DBE Monitoring and Enforcement Mechanisms
Attachment 8	DBE Certification Application Form
Attachment 9	State's UCP Agreement
Attachment 10	Small Business Element Program

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Attachment 1

Regulations: 49 CFR Part 26

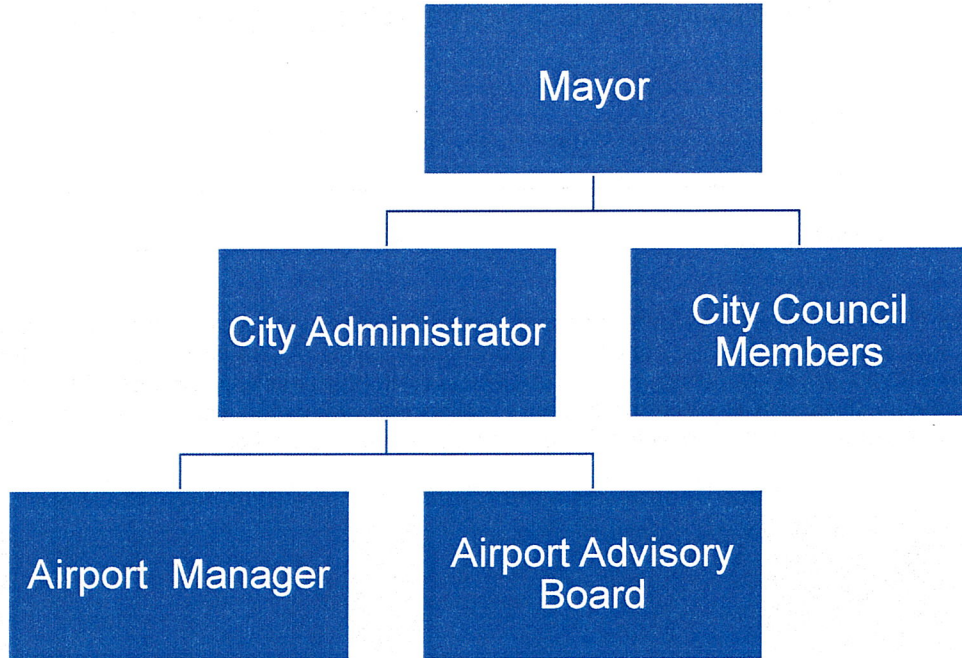
Regulations: 49 CFR Part 26,

DBE program regulations are codified in Title 49 of the Code of Federal Regulations, Part 26. They can be retrieved using the following link to the Electronic Code of Federal Regulations:

<https://www.ecfr.gov/current/title-49/subtitle-A/part-26>

Attachment 2

Organizational Chart



Mr. Tom Ourada, City Administrator, City of Crete, is the designated Liaison Officer. Thus, Mr. Ourada, has frequent contact, and direct, independent access to with the Mayor, Airport Manager, and Airport Advisory Board.

Attachment 3

Bidder's List Collection Form

The following form is to be completed at the time of bid submittal.

AIP Project: _____

Airport: _____

Location: _____

Note: § 26.11(c) requires Airport Sponsors to collect bidders list information from all bidders at the time of bid submittal, and to enter it into USDOT's designated system. **The data must be collected for all firms who bid as prime contractors or subcontractors (successfully or not).** The form below is NOT mandatory. If you use an electronic system to collect this information, you may instead provide a screenshot or other example showing how the system collects all the required data.

Prime Contractors and/or Subcontractors Bidding on the Project

Firm Name	Firm Address (including ZIP code)	DBE or Non-DBE Status	NAICS Code(s) of Scope(s) Bid	Race/Gender of Majority Owner	Age of Firm	Annual Gross Receipts
				<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Non-minority Woman <input type="checkbox"/> Other	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input type="checkbox"/> More than 10 years	<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> \$1-3 million <input type="checkbox"/> \$3-6 million <input type="checkbox"/> \$6-10 million <input type="checkbox"/> Over \$10 million
				<input type="checkbox"/> Black American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian-Pacific American <input type="checkbox"/> Subcontinent Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Non-minority Woman <input type="checkbox"/> Other	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 3 years <input type="checkbox"/> 4-7 years <input type="checkbox"/> 8-10 years <input type="checkbox"/> More than 10 years	<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> \$1-3 million <input type="checkbox"/> \$3-6 million <input type="checkbox"/> \$6-10 million <input type="checkbox"/> Over \$10 million

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Attachment 4

State of Nebraska DBE Directory.

State of Nebraska DBE Directory,

A directory of Nebraska DBE's is available at the following website:

<https://dot.nebraska.gov/business-center/civil-rights/>

Attachment 5

Overall DBE Three-Year Goal Methodology For FY 2025, 2026, 2027

DBE Goal Summary

Airport: Crete Municipal Airport, Crete, Nebraska

Sponsor: City of Crete

Goal Period: Fiscal Years 2025, 2026, 2027; October 1, 2024, through September 30, 2027

Anticipated U.S. DOT-Assisted Contracts:

<u>Contract</u>	<u>Contract Amount</u>	<u>Project Name</u>	<u>Type of Work</u>
FY 2025:	\$332,838	2-Bay Box Hangar (Phase 1)	Engineering Services
Subtotal FY 2025	\$332,838		
FY 2026:	\$1,331,350	2-Bay Box Hangar (Phase 2)	Construction
Subtotal FY 2026	\$1,331,350		
FY 2026:	\$214,800	Partial Parallel Taxiway	Engineering Services
	\$767,145	Partial Parallel Taxiway	Construction
Subtotal FY 2026	\$981,945		
Total:	\$2,646,133		

The Sponsor's overall 3-year DBE goal is: 0.50%

On U.S. DOT assisted contracts, the goal is to expend 0.50% of the Federal financial assistance on DBE's. It is anticipated that our overall DBE goal will be achieved through 0% race-neutral participation and 0.50% being achieved through race-conscious participation.

Total amount to be expended on DBE's: \$13,231

The following is a summary of our DBE expenditures for each fiscal year by contract:

<u>Fiscal Year</u>	<u>Contract Type</u>	<u>Contract Amount</u>	<u>DBE Amount</u>	<u>Total DBE Participation</u>	<u>Race Neutral</u>	<u>Race Conscious</u>
2025	Consultant/Engineering Services – 2-Bay Box Hangar (Phase 1)	\$332,838	\$0	0%	0%	0%
2026	Construction – 2-Bay Box Hangar (Phase 2)	\$1,331,350	\$8,321	0.63%	0%	0.63%
2027	Consultant/Engineering Services – Partial Parallel Taxiway	\$214,800	\$0	0%	0%	0%
2027	Construction – Partial Parallel Taxiway	\$767,145	\$4,910	0.64%	0%	0.64%
FY25, 26 & 27 TOTALS		\$2,646,133	\$13,231	0.50%	0%	0.50%

Step 1: Goal Setting Process (26.45 c)

The goal was calculated using the method described in our DBE program. We selected the following geographical areas (counties) that will be used to seek contractors for the projects during the various years. The specific geographical areas were selected based on information from Nebraska Department of Transportation - Division of Aeronautics. Specifically, we selected those contractors within the following Counties for the projects for the various years:

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FY 2025	FY 2026	FY 2027
Engineering Contract Only (No contractors needed)	Adams, Antelope, Boone, Buffalo, Burt, Butler, Cass, Cedar, Clay, Colfax, Cumming, Dakota, Dixon, Dodge, Douglas, Fillmore, Franklin, Gage, Garfield, Greeley, Hall, Hamilton, Harlan, Howard, Jefferson, Johnson, Kearney, Lancaster, Madison, Merrick, Nance, Nemaha, Nuckolls, Otoe, Pawnee, Phelps, Pierce, Platte, Polk, Richardson, Saline, Sarpy, Saunders, Seward, Sherman, Stanton, Thayer, Thurston, Valley, Washington, Wayne, Webster, Wheeler, York	Adams, Antelope, Boone, Buffalo, Burt, Butler, Cass, Cedar, Clay, Colfax, Cumming, Dakota, Dixon, Dodge, Douglas, Fillmore, Franklin, Gage, Garfield, Greeley, Hall, Hamilton, Harlan, Howard, Jefferson, Johnson, Kearney, Lancaster, Madison, Merrick, Nance, Nemaha, Nuckolls, Otoe, Pawnee, Phelps, Pierce, Platte, Polk, Richardson, Saline, Sarpy, Saunders, Seward, Sherman, Stanton, Thayer, Thurston, Valley, Washington, Wayne, Webster, Wheeler, York

In addition to construction contracts, we anticipate contracts for consulting/engineering services. In establishing DBE participation by DBE consulting/engineering firms, we were unable to locate certified DBE's that provide consulting/engineering services. Based on our past experience and information from the Nebraska Department of Transportation - Division of Aeronautics, we anticipate 4 to 6 consulting/engineering firms submitting statements of qualification for providing services at our airport. It should be noted that our engineering selection will be a qualification-based selection and we do not anticipate DBE consulting/engineering firms submitting qualifications during the selection process. Therefore, during this 3-year period, we anticipate no DBE participation on consulting/engineering services contracts. We will continually review/evaluate DBE participation by consulting/engineering firms and update as necessary.

FY2025

We anticipate one contract for consulting/engineering services for Phase 1 of the 2-Bay Box Hangar Project and we anticipate no DBE participation on consulting/engineering services contracts, as previously discussed. The DBE participation for consulting/engineering service contracts is calculated as follows:

$$\begin{aligned} &\textbf{FY2025 Engineering Services Goal - 2-Bay Box Hangar (Phase1)} \\ &(0 \text{ DBE Firms} / 6 \text{ total firms}) = 0\% \text{ DBE Participation for Consulting/Engineering Services} \\ &0\% \times \$332,838 \text{ Contract Amount} = \$0 \text{ DBE Participation for Consulting/Engineering Services} \end{aligned}$$

Based on the above discussions, our overall FY2025 DBE goal is as follows:

$$\begin{aligned} &\textbf{FY2025 Overall DBE Goal} \\ &\$0 \text{ Total DBE Participation} / \$332,838 \text{ Total Contract Amount} = 0\% \text{ DBE Participation for FY2025} \end{aligned}$$

FY2026

We anticipate a prime contract for the hangar construction itself. We identified 1,361 firms in our selected geographical area from the US Census Bureau that included NAICS codes 2362-Nonresidential Building Construction and 2381-Foundation, Structure, and Building Exterior Construction. In addition, we identified 5 certified DBE in our selected geographical area with NDOT category D8A-Building Construction. The DBE participation for this contract is calculated as follows:

$$\begin{aligned} &\textbf{FY2026 Construction Contract Goal - 2-Bay Box Hangar (Phase2)} \\ &(5 \text{ DBE Firms} / 1,361 \text{ total firms}) = 0.37\% \text{ DBE Participation for Construction Contract} \\ &0.37\% \times \$1,331,350 \text{ Contract Amount} = \$4,926 \text{ DBE Participation for Construction Contract} \end{aligned}$$

Based on the above discussions, our overall FY2026 DBE goal is as follows:

$$\begin{aligned} &\textbf{FY2026 Overall DBE Goal} \\ &\$4,926 \text{ Total DBE Participation} / \$1,331,350 \text{ Total Contract Amount} = 0.37\% \text{ DBE Participation for FY2026} \end{aligned}$$

FY2027

We anticipate one contract for consulting/engineering services in the total amount of \$214,800 and we anticipate no DBE participation on consulting/engineering services contracts, as previously discussed. The DBE participation for consulting/engineering service contracts is calculated as follows:

FY2027 Engineering Services Goal – Partial Parallel Taxiway
 (0 DBE Firms/ 6 total firms) = 0% DBE Participation for Consulting/Engineering Services
 0% x \$214,800 Contract Amount = \$0 DBE Participation for Consulting/Engineering Services

We anticipate a prime contract for the taxiway construction itself. We identified 68 firms in our selected geographical area from the US Census Bureau that included NAICS codes 237310-Highway, Street, and Bridge Construction, and 237990-Other Heavy and Civil Engineer Construction. In addition, we identified 1 certified DBE in our selected geographical area with NDOT category D9-Mainline Paving. The DBE participation for this contract is calculated as follows:

FY2027 Construction Contract Goal - Partial Parallel Taxiway
 (1 DBE Firms/ 68 total firms) = 1.47% DBE Participation for Construction Contract
 1.47% x \$767,145 Contract Amount = \$11,277 DBE Participation for Construction Contract

Based on the above discussions, our overall FY2027 DBE goal is as follows:

FY2027 Overall DBE Goal
 \$11,277 Total DBE Participation / \$981,945 Total Contract Amount = 1.15% DBE Participation for FY2027

The following is summary of our anticipated work with DBE participation by fiscal year:

Summary of FY2025, 2026 and 2027 DBE Participation

The following is a summary of our anticipated work with DBE participation by fiscal year:

Fiscal Year	Contract Type	Contract Amount	DBE Amount
2025	Consultant/Engineering Services – 2-Bay Box Hangar (Phase 1)	\$332,838	\$0
2026	Construction – 2-Bay Box Hangar (Phase 2)	\$1,331,350	\$4,926
2027	Consultant/Engineering Services – Partial Parallel Taxiway	\$214,800	\$0
2027	Construction – Partial Parallel Taxiway	\$767,145	\$11,277
FY25, 26 & 27 TOTALS		\$2,646,133	\$16,203

The calculation for our 3-year base figure is as follows:

(\$16,203 Total DBE Contract Amount) / (\$2,646,133 Total Contract Amount) = 0.61%

Step 2: Adjustments to Base Figure (26.45(d))

Our historical data is summarized as follows:

FY	AIP Project	Description of Work	CONTRACT GOAL		CONTRACT ACHIEVE		GOAL		ACHIEVE
			Race Neutral	Race Consc.	Race Neutral	Race Consc.	Overall Goal	Overall Achieve	Over/Under Achievement
86	01	Runway Lighting	0%	0%	0%	0%	0%	0%	0%
90	02	RWY & TWY Grading	0%	10%	***	***	10%	***	***
96	03	Apron & TWY Paving	0%	10%	1.9%	10%	10%	11.9%	+1.9%
03	04	Airport Layout Plan Update	*	*	0%	0%	*	0%	0%

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05	05	SRE Building	*	*	0%	0%	*	0%	0%
06	06	Land Acquisition	0%	0%	0%	0%	0%	0%	0%
08	07	Taxiway; Tree Removal	0%	6.6%	0.1%	6.6%	6.6%	6.7%	+0.1%
09	08/09	Electrical - MIRL, REIL, PAPI	0%	6.6%	0%	8.3%	6.6%	8.3%	+1.7%
13	10	Pavement Maintenance	0.6%	5.0%	0.0%	4.62%	5.6%	4.62%	-0.98%
13	11	Snow Removal Equipment	0%	0%	0%	0%	0%	0%	0%
17	12	Hangar	0%	2.98%	0%	1.81%	2.98%	1.81%	-1.17%
20	13	No Project (CARES) ▲	▲	▲	▲	▲	▲	▲	▲
21	14	Fuel System	0%	2.90%	0%	0.39%	2.90%	0.39%	-2.51%
21	15	No Project (CRSSA) ▲	▲	▲	▲	▲	▲	▲	▲
22	16	No Project (ARPA) ▲	▲	▲	▲	▲	▲	▲	▲

* Project costs < \$250,000; therefore, no goal

** DBE not applicable

*** No data available

▲ COVID Relief Grant

Using the data from the above table for completed years, the Step 1 figure was adjusted. An average of the Step 1 figure (0.61%) and the median of past participation (0.39%) was calculated. This defined our Step 1 base figure, adjusted for past participation, as **0.50%**.

Taking 0.50% as the final goal value, adjusted for past participation and applying it to the original dollar amount of the contracted work (\$2,646,134), yields a final DBE participation goal of **\$13,231**.

Step 3: Breakout of Estimated Race-Neutral and Race-Conscious Participation (26.51 a-c)

Referring again to the table above, the median "Over/Under Achievement" is **0.00%**. This is the amount of participation we would expect in a race-neutral goal.

Ultimately, our Step 2 adjustments have left us with a **0.50%** adjusted goal, with a **0.0%** race-neutral component.

PUBLIC PARTICIPATION

Consultation:

In establishing the overall goal, the Sponsor, and the Nebraska Department of Transportation – Division of Aeronautics (NDOT-A), as agent for the Sponsor, will provide consultation/outreach services and publication. The consultation/outreach services included posting the airport's DBE program and its overall goal on the NDOT website at:

<https://dot.nebraska.gov/business-center/civil-rights/airport-dbe/>

Besides that, NDOT-A would notify the following agencies and organizations indicating that the Sponsor is interested in obtaining relevant information regarding goal setting and goal methodology. These organizations include minority, women's, and general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the Sponsor efforts to establish a level playing field for the participation of DBEs.

South Omaha Business Association
Associated General Contractors of America, Nebraska Chapter
Nebraska Center for Rural Affairs
Nebraska Hispanic Chamber of Commerce
Greater Omaha Economic Development Partnership
Nebraska Business Development Center
Nebraska Concrete Paving Association
City of Omaha – Department of Human Rights and Relations
City of Lincoln – Commission on Human Rights
Urban League of Nebraska
Metro Omaha Women's Business Center
Omaha Opportunities Industrialization Center

These agencies and organizations were selected because of the likelihood that they could provide information concerning the availability of disadvantaged and non-disadvantaged businesses; the effects of discrimination on opportunities for DBEs; and efforts to establish a level playing field for the participation of DBEs. Each notification will contain an explicit invitation to meet with the NDOT-A face-to-face or via conference call (i.e., a "scheduled, direct, interactive exchange") to discuss any questions or comments on DBE participation goal-setting.

If the proposed goal changes following review by FAA Civil Rights, the revised goal will be updated, and a revised Public Notice will be issued.

Notwithstanding paragraph (f)(4) of §26.45, Sponsor's proposed goals will not be implemented until this requirement has been met.

PUBLIC NOTICE

Below is the public notice which the **City of Crete** will publish in the local newspapers and will be posted on the Nebraska Department of Transportation (NDOT) webpage:

Public Notice DBE Program

The **City of Crete** hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of **0.50%** for Federal Aviation Administration (FAA) funded contracts/agreements. The proposed goal pertains to federal fiscal years 2025 through 2027.

The DBE goal and methodology is available for inspection until 30 days following the date of the notice. These items may be seen at the Crete City Hall, 243 East 13th Street, Crete, Nebraska 68333-0086, during regular office hours.

A meeting could be arranged with the Nebraska Department of Transportation - Division of Aeronautics (NDOT-A) office for the purpose of obtaining information relevant to the goal-setting process through the phone number (402-471-2371). Comments will be accepted until 30 days following the date of the notice and can be sent to the followings:

Tom Ourada, DBELO
City of Crete
PO Box 86
Crete, Nebraska 68333

OR

Compliance Specialist
Disadvantaged Business Enterprise Program
FAA Office of Civil Rights
777 S. Aviation Blvd, Suite #150
El Segundo, CA 90245

Attachment 6

Demonstration of Good Faith Efforts - Forms 1 & 2

FORM 1: Disadvantaged Business Enterprise (DBE) Utilization

UTILIZATION STATEMENT *Disadvantaged Business Enterprise*

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner. *(Please mark the appropriate box)*

- The bidder/offeror is committed to a minimum of _____% DBE utilization on this contract.
- The bidder/offeror, while unable to meet the DBE goal of _____%, hereby commits to a minimum of _____% DBE utilization on this contract and also submits documentation, as an attachment demonstrating good faith efforts (GFE).

The undersigned hereby further assures that the information included herein is true and correct, and that the DBE firm(s) listed herein have agreed to perform a commercially useful function in the work items noted for each firm. The undersigned further understands that no changes to this statement may be made without prior approval from the Civil Right Staff of the Federal Aviation Administration.

 Bidder's/Offeror's Firm Name

 Signature

 Date

DBE UTILIZATION SUMMARY

Percentage	Contract Amount	DBE Amount	Contract
DBE Prime Contractor	\$ _____ x 1.00 =	\$ _____	_____ %
DBE Subcontractor	\$ _____ x 1.00 =	\$ _____	_____ %
DBE Supplier	\$ _____ x 0.60 =	\$ _____	_____ %
DBE Manufacturer	\$ _____ x 1.00 =	\$ _____	_____ %
Total Amount DBE		\$ _____	_____ %
DBE Goal		\$ _____	_____ %

If the total proposed DBE participation is less than the established DBE goal, Bidder must provide written documentation of the good faith efforts as required by 49 CFR Part 26.

END FORM 1

Attachment 7

DBE Monitoring and Enforcement Mechanisms

The City of Crete has the following remedies to enforce the DBE requirements contained in its contracts, including, but not limited to, the following:

- Breach of contract action, pursuant to the terms of the contract.
- Breach of contract action, pursuant to Nebraska Statute
- 3-504 City Airport Authority
- 3-116, 3-120, 3-125 NDA
- Other sections of Nebraska Statutes that may be applicable and could be used to enforce DBE requirements include unemployment compensation fund contributors and interest due under the provisions of Nebraska Statute 48-601 to 48-669 on wages paid to individuals employed. Conditions regarding fair employment practices as contained in Nebraska Statutes 48-1101 through 48-225 and to comply with minimum wage scale and nondiscrimination as defined in Nebraska Statutes 48-1201 through 48-1277.

In addition, the Federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE problem, including, but not limited to, the following:

- Suspension or debarment proceedings pursuant to 49 CFR Part 26
- Enforcement action pursuant to 49 CFR Part 31
- Prosecution pursuant to 18 USC 101.

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Attachment 8

DBE Certification Application Form

State of Nebraska DBE Certification Application

The DBE Certification Application is available at the following website.

<https://dot.nebraska.gov/media/5821/c-users-royleach-desktop-it-umbraco-docs-dbe-cert-application.pdf>

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Attachment 9

State's UCP Agreement

State of Nebraska DBE Unified Certification Program

The DBE Unified Certification Program is available at the following website:

https://dot.nebraska.gov/media/113234/nebraska_ucp.pdf

Attachment 10

Small Business Element

A. Objective (49 CFR Part 26.39)

Recognizing that the DBE Program goals are met through a mixture of race conscious and race neutral methods and, that by definition, DBE firms are small businesses; the Airport Sponsor seeks to implement a small business element into its current DBE policy. The Airport Sponsor is including this element to facilitate competition by and expand opportunities for small businesses. The City of Crete is committed to taking all reasonable steps to eliminate obstacles to small businesses that may preclude their participation in procurements as prime contractors or subcontractors. If necessary, the City of Crete will meet its objectives using a combination of the following methods and strategies:

1. Set asides: Where feasible, the City of Crete will establish a percentage of the total value of all prime contract and subcontract awards to be set aside for participation by small businesses on FAA-assisted contracts. A "set-aside" is the reserving of a contract or a portion of a contract exclusively for participation by small businesses. This requires that the City of Crete and its prime contractors/ consultants set aside a portion of the value of each contract for participation by small businesses. A small business set-aside is open to all small businesses regardless of the owner's gender, race, or geographic location. The project manager and DBELO will review FAA-assisted purchases and contracts to assess the small business opportunities, giving consideration to the size and scope of each purchase or contract to establish the set aside percentage. This set aside is in addition to the DBE contract goals which may be required pursuant to applicable law or policy. In the event that a set-aside is not established on an FAA-assisted contract, the project manager and small business officer will document why a small business set-aside is inappropriate.
2. Unbundling: The City of Crete, where feasible, may "unbundle" projects or separate large contracts into smaller contracts which may be more suitable for small business participation. The City of Crete will conduct contract reviews on each FAA-assisted contract to determine whether portions of the project could be "unbundled" or bid separately. Similarly, the City of Crete will encourage its prime contractors or prime consultants to unbundle contracts to facilitate participation by small businesses.

However, based on data from the Nebraska Department of Transportation (NDOT), current procedures utilized to structure contracting requirements not only facilitate competition by small business concerns, but have enabled small business concerns to be very successful in securing work both as prime contractors and subcontractors. Because of the high level of success small businesses have had in competing for and performing prime contracts, the sponsor does not feel it is necessary at this time to alter or restructure its contracting requirements in order to foster small business participation.

It has been determined that contractors (primes and sub) doing airport projects in Nebraska are included in NDOT contractor lists. The Nebraska Department of Transportation – Division of Aeronautics (NDOT-A) and airport sponsors will continue to monitor DBE and small business participation.

The City of Crete, NDOT and NDOT-A will continue to ensure that prime contracts are available for small businesses. The assessment will be conducted by personnel from the NDOT-A. If an assessment shows

that the level of participation by small businesses has decreased significantly, the City of Crete and NDOT-A will promptly take all reasonable steps to increase the level of participation.

NDOT currently requires all firms (prime and subcontractors) that participate on NDOT projects to provide average annual gross receipts information. The NDOT requires firms to indicate if their average annual gross receipts exceed \$22.41 million to better verify that only eligible firms are identified as small businesses.

The City of Crete will continue to actively conduct outreach with organizations in accordance with procedures of the DBE program.

B. Definitions

1. Small Business:

A small business is a business that is independently owned and operated, is organized for profit, and is not dominant in its field. Depending on the industry, size standard eligibility is based on the average number of employees for the preceding twelve months or on sales volume averaged over a three-year period. Small businesses must meet the definitions specified in Section 3 of the Small Business Act and the Small Business Administration regulations implementing it (13 CFR Part 121).

C. Implementation Schedule

The small business element was last reviewed on June 14, 2024, and will be reviewed concurrently to regular program updates.

D. Assurances

The City of Crete makes the following assurances:

1. The DBE Program, including its small business element is not prohibited by state law;
2. Certified DBEs that meet the size criteria established under the DBE Program are presumptively eligible to participate in the small business element of the DBE Program;
3. There are no geographic or local preferences or limitations imposed on FAA-assisted contracts and the DBE Program is open to small businesses regardless of their location;
4. There are no limits on the number of contracts awarded to firms participating in the DBE Program, and;
5. Outreach to those minority and women owned firms participating in the small business element of the DBE Program that are eligible for DBE certification to become certified.

CITY OF CRETE, NEBRASKA

RESOLUTION NO. 2025-26

(Disadvantaged Business Enterprise (DBE) Program)

A RESOLUTION OF THE CITY OF CRETE, NEBRASKA ADOPTING A DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM FOR FEDERAL FISCAL YEARS 2025, 2026, AND 2027 IN ACCORDANCE WITH THE REGULATIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION.

WHEREAS, the City of Crete, Nebraska (the “City”), as Sponsor of the Crete Municipal Airport, has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the U.S. Department of Transportation (“DOT”), 49 CFR Part 26; and

WHEREAS, because the City has received federal financial assistance from the DOT, the City is required to adopt a DBE Program to assure that it will comply with 49 CFR Part 26, which ensures that DBEs have an equal opportunity to receive and participate in DOT-assisted contracts; and

WHEREAS, the City has prepared a DBE Program for federal fiscal years 2025, 2026, and 2027, a copy of which is attached hereto as Exhibit “A” and incorporated by this reference (the “DBE Program”).

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

Section 1. That the Mayor and City Council for the City of Crete, Nebraska hereby adopt the DBE Program, including the approval of the Policy Statement and the established DBE participation goal of 0.50%.

Section 2. That all resolutions or parts thereof in conflict with the provisions of this Resolution or to the extent of such conflicts, are hereby repealed.

PASSED AND APPROVED THIS 4TH DAY OF NOVEMBER, 2025.

CITY OF CRETE, NEBRASKA

By: _____
David Bauer, Mayor

ATTEST: _____
Nancy Tellez, City Clerk

EXHIBIT "A"

**Disadvantaged Business Enterprise (DBE) Program
for
FAA Fiscal Years 2025, 2026 & 2027**

[Attached]



October 16, 2025

Notice to file the Year-End Certification of City Street Superintendent, Signing Resolution, and Documentation of the Appointment(s) of City Street Superintendent(s) for Calendar Year 2025 with the Nebraska Department of Transportation (NDOT) by December 31, 2025.

Please make this an agenda item for your next City Council / Village Board meeting and return to the NDOT by December 31, 2025. **RECORD KEEPING:** NDOT recommends that the municipality keep a copy of everything you send to NDOT (*the forms and meeting minutes*) in a separate file for future reference.

The attached YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT and SIGNING RESOLUTION, together with a copy of the DOCUMENTATION OF THE CITY STREET SUPERINTENDENT(S) APPOINTMENT(S) for CALENDAR YEAR 2025, is the basis for determining the calendar year 2025 Incentive Payment. **Please complete and return the following to the NDOT by December 31, 2025:**

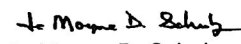
- **Signing Resolution** (Page 1): The original Signing Resolution, authorizing the signing of the Year-End Certification(s) by the Mayor or the Village Board Chairperson.
- **Year-End Certification of City Street Superintendent** (Page 2): If more than one individual provided street superintending services during Calendar Year 2025, or if the municipality did not have an appointed street superintendent, document each successive appointed city street superintendent and/or period without an appointed city street superintendent using a separate Year-End Certification form. **Copy the form as needed.**
- **Documentation of the City Street Superintendent(s) Appointment(s)** (Page 3): Attach to page 3 a copy of the City Council or Village Board meeting minutes showing the appointment(s) of the City Street Superintendent(s) **for Calendar Year 2025** by their name as it appears on their License (*if applicable*), their License Number (*if applicable*), and Class of License (*if applicable*), and the type of appointment, i.e., employed, contract (consultant or interlocal agreement with another county and/or incorporated municipality), and the **beginning date of the appointment.** **For most municipalities this information may be found in the November or December 2025 or the January 2025 meetings minutes.**

Failure to complete and return: If a municipality had an appointed and Licensed City Street Superintendent for all or part of Calendar Year 2025 and the municipality does not complete and return the above documentation to the NDOT **by December 31, 2025, the municipality will not receive an Incentive Payment for Calendar Year 2025.**

Payment: If your municipality qualifies, payment will be scheduled for February 2026. Reference Neb. Rev. Stat. §39-2515. **Additional information** on Incentive Payments is available on the NDOT Boards - Liaison Service Website: <https://dot.nebraska.gov/business-center/lpa/boards-liaison/>

Please let me know if you have any questions. Email: ndot.blshelp@Nebraska.gov
Phone: (402) 479-4436

Sincerely,


LeMoyne D. Schulz
Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation

LDS/2025

Attachments (3)

Vicki Kramer, Director
Department of Transportation

MAILING ADDRESS	PHYSICAL ADDRESS
PO Box 94759	1500 Nebraska Parkway
Lincoln, NE 68509-4759	Lincoln, NE 68502

dot.nebraska.gov

Do not recreate or revise this document. Revisions and recreations will not be accepted. **Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2025.** Documents include the **original** Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT **by December 31, 2025.** **RECORD KEEPING:** NDOT recommends that the municipality keep a copy of everything you send to NDOT (*the forms and meeting minutes*) in a separate file for future reference.

RESOLUTION
SIGNING OF THE
YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT
2025

Resolution No. 2025-27

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and

Whereas: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment(s) of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor Village Board Chairperson of _____
(Check one box) (Print Name of Municipality)
is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

Adopted this _____ day of _____, 20____ at _____, Nebraska.
(Date) (Month)

City Council/Village Board Members

City Council/Village Board Member _____
Moved the adoption of said resolution
Member _____ Seconded the Motion
Roll Call _____ Yes _____ No _____ Abstained _____ Absent
Resolution adopted, signed, and billed as adopted.

Attest:

(Signature of Clerk)

Do not recreate or revise this document. Revisions and recreations will not be accepted. **Copying this form is acceptable; see (3) below.** **Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2025.** Documents include the **original** Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT **by December 31, 2025.** **RECORD KEEPING:** NDOT recommends that the municipality keep a copy of everything you send to NDOT (*the forms and meeting minutes*) in a separate file for future reference.

Year-End Certification of City Street Superintendent For Determining Incentive Payment in Calendar Year 2025

Separate forms may be needed to account for the entire year, see (3) below

This Form Covers the Following Period: _____, 2025 to _____, 2025
(Month) (Day) (Month) (Day)

*(1)(a) The municipality of _____ certifies that: _____
(Print name of City or Village) (Print name of Superintendent as it appears on license card if applicable)
was the appointed City Street Superintendent during the above period. **IF A NAME IS NOT ENTERED ABOVE (NO APPOINTED CITY STREET SUPERINTENDENT FOR THIS PERIOD), SKIP TO (2) BELOW.**

(b) the superintending services of the above listed individual were provided by: (Check one box)

- Employment with this Municipality Contract (consultant) with this Municipality Contract (interlocal agreement) between this Municipality and the following listed Municipality(ies) and/or County(ies)

(c) and the above listed individual **assisted** in the following: *Reference Neb. Rev. Stat. §39-2512*

1. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units,
2. Developing an annual program for design, construction, and maintenance,
3. Developing an annual budget based on programmed projects and activities,
4. Submitting such plans, programs, and budgets to the local governing body for approval; and
5. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets,

(d) the above listed individual also served as (Check all boxes that apply) city engineer village engineer
public works director city manager city administrator street commissioner

(e) If the above listed individual is a Licensed City Street Superintendent, enter their Superintendent's License Number S- _____ and Class of License _____, and/or

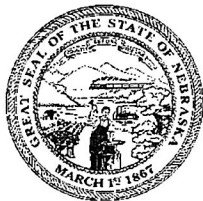
(f) If the above listed individual is a Licensed Engineer in Nebraska, enter their Engineer's License Number E- _____

(2) _____
Signature of Mayor Village Board Chairperson
(Check one box)

*(3) If during the calendar year your municipality (a) did not have an appointed City Street Superintendent for any portion(s) of the year; or (b) had one or more appointed City Street Superintendent(s) that were not licensed for any portion(s) of the year; or (c) had one or more appointed licensed City Street Superintendent(s) for any portion(s) of the year, please complete a separate Year-End Certification form for each period. **Copy this form as needed to account for these separate periods.**

(4) The payment amount will be computed based on (a) your most recent Federal Census as certified by the Tax Commissioner; (b) the number of full calendar months served by the appointed City Street Superintendent who is licensed or exempted from licensure under the Superintendents Act; (c) class of license, A or B if applicable; and (d) if the appointed City Street Superintendent assisted with the required duties in (1)(c) above. *Reference Neb. Rev. Stat. §§39-2302 and 39-2511 through 39-2515.*

(5) Failure to return by December 31, 2025, the Year-End Certification(s), Signing Resolution, and a copy of documentation of the appointment(s) of the superintendent(s) per the instructions will result in your municipality not receiving an Incentive Payment.



Return the completed original resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2025 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759

SUPERINTENDENT(S) APPOINTMENT DOCUMENTATION

Attach Documentation of the City Street Superintendent(s) Appointment(s) for 2025 to the back of this Page: For most municipalities this information may be found in the **November or December 2024 or the January 2025 meetings minutes**. Some may involve mayoral appointments, or interlocal agreement (relinquishment of funds).

Call (402) 479-4436 or email NDOT.BLSHelp@Nebraska.gov if you have any questions about what to attach for documentation.

RECORD KEEPING: NDOT recommends that the municipality keep a copy of everything you send to NDOT (*the forms and meeting minutes*) in a separate file for future reference.

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: Dollarama Remodeling and Solutions 4 Crete NE 68333
 Business Address: PO BOX 272 Crete NE 68333
(City) (State) (Zip Code)
 Contact Person: Luency Marin Madrigal Telephone Number: 786 400 5687
Yoan R Montero Maseda 605 380 2804
 Fax Number: _____ Email Address: dollarama84@gmail.com

Federal Tax ID Number: _____

Type of Entity: Start-Up Buyout Existing

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

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)



To LB840 Applicant:

CONGRATULATIONS on taking the first step to being awarded additional funds to help your business or event in Crete. The funds available for Economic Development, resulting from the citizen-approved sales tax increase that took effect April 1, 2011, are available first come to businesses, events and projects that meet the requirements of Crete's written Economic Development Plan, which can be found online at www.crete.ne.gov/vnews/display.v/ART/58fa7907ccebfb. A written copy is also available from the City of Crete Economic Development Director.

Please review the Economic Development Plan and confirm that your project or business is eligible. Applications may be recommended for funding in full or in part or may be denied based upon the review of the Board. Final decisions regarding funding will be made by the City Council but according to the terms of the Plan, in no event may the City Council fund any Application not previously reviewed and approved by the citizen Board.

In this packet you will find an Application for Funds, a US Citizenship Attestation Form and a Check List of required items. As you will see, the Application is detailed and requires significant information and additional verification documents. If you need assistance with the application please contact any Economic Development Advisory Board member. *If you have questions, please call the Economic Development Office, at 402-826-4312 or email the City Administrator, tom.ourada@crete.ne.gov*

Please note that the first portion of the application will be open to the public and may be provided to the City Council for final funding review. The balance of the application and all supporting documentation including personal financial information is confidential and will only be shared with members of the Economic Advisory Board for purposes of considering your application. All confidential records will be maintained in the office of the Economic Development Board and will be kept separately and not be available for review by the public. Any questions or concerns regarding this process shall be directed to the City Administrator.

All Applicants will be required to attend a public hearing for presentation regarding their request for funding. Public hearings will be held at least quarterly and may be held more frequently at the request of the Board. All Applications presented within the three months preceding a Public Hearing will be set for presentation and consideration at the same meeting. The Board may make a recommendation for funding at the public hearing, or may vote to table an application for further information, but in no event shall an application be tabled more than once so that all decisions will be made not more than three months after the initial public hearing regarding an application. There is no guarantee that a determination will be made less than three months after submission so all applicants are urged to make timely requests for funding if projects or events have set timelines.

Mail or deliver completed application with all supporting documentation and forms to:

Economic Development Program Director
City of Crete City Hall
243 E. 13th Street, P.O. Box 86
Crete, NE 68333

We look forward to working with you through the application process.
Equal Opportunity and Fair Housing Provider and Employer



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 type="checkbox"/> No |

If Not in City Jurisdiction, please explain local benefit:

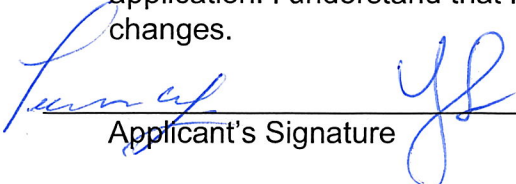
D. ATTACHMENTS: - Please Include the Attachments that Apply to Your Entity – See *checklist Page 5.*

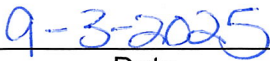
Please Note: The Information provided pursuant to this Section **Will** be Deemed Confidential and will not be Available for Public Disclosure.

- 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


 Date

Checklist for Local Economic Development Program Application

For a qualifying business to be considered for direct or indirect financial assistance under the Crete Local Economic Development Program an applicant must provide to the City Administrator or Program Administrator:

- A completed and signed application with all required support documents including, but not limited to:
 - A detailed description summary of the proposed project which clearly states what assistance the business is requesting from the program, including evidence that the project qualifies for assistance under the Local Option Municipal Economic Development Act and is consistent with the goals of the Crete Local Economic Development Program.
 - Use of Funds – Total project costs and financing requirement; include copies of any preliminary bids (if applicable/available).
 - A review of key management and employees and their experience as related to the proposed project.

- Start Up Business
 - Current Business Plan for the project and the company, including employment and financial projections;
 - Three (3) Years Financial Projections
 - Past three years personal tax returns

- Existing Business:
 - Most Current Business Plan
 - Three (3) Yearly Financial Statements: Profit & Loss Statements, Cash Flows and Income Statements covering the last three years of business operation, or if a new business, personal income statements.
 - List of Current Obligations (include company Names and Amounts)
 - Past three years personal tax returns

- Letter from Lending Institution(s) (if applicable): Evidence of private financing commitments for investors or lenders.

- If a Corporation, LLC or Other Legal Entity - Copy of Organizational Documents (Articles, ByLaws)

- Resume(s) of all owners/co-owners/directors/partners/stockholders: Necessary entity or personal financial information about the Applicant(s), including name, address, past experience, work history, and related information.

- Other information or financial documentation as requested.

Questions: Contact City Administrator, Tom Ourada, at 402-826-4313 or email tom.ourada@crete.ne.gov. **Return** application and supporting documentation to City Administrator, at City Hall, 243 E. 13th Street, Crete, NE 68333

Nos gustaria aplicar para la ayuda de la Ciudad para comenzar nuestro negocio, pues necesitamos un vehiculo suficientemente grande para ~~mostr~~ movilizar nuestros equipos.

Ademas necesitamos obtener otras herramientas para garantizar un mejor servicio a los clientes.

Queremos tambien destinar ~~cierto~~ ~~cierto~~ parte de nuestro tiempo en ayuda comunitaria.

The reaction between
the acid and the base
is a neutralization reaction
in which the acid and base
react to form a salt and water.
The general equation for a
neutralization reaction is
 $\text{acid} + \text{base} \rightarrow \text{salt} + \text{water}$
For example, the reaction
between hydrochloric acid
and sodium hydroxide is
 $\text{HCl} + \text{NaOH} \rightarrow \text{NaCl} + \text{H}_2\text{O}$
This reaction is exothermic,
meaning it releases heat.
Neutralization reactions are
important in many areas
of chemistry, including
biology and environmental
science.

B. PROJECT INFORMATION:

Please provide a Brief Project Summary Description:

We would like to apply for assistance to start our construction business. We are needing help with purchasing the equipment and a vehicle for the larger equipment. We would like to also offer our services to help in the community when we can for certain projects free of charge.

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$	\$
Renovation/Rehabilitation	\$	\$
New Construction	\$	\$
Machinery / Equipment Acquisition	\$ 54,000	\$ 27,000
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$	\$
Small Business Development	\$	\$
Working Capital (Includes Inventory)	\$	\$
Job Training	\$	\$
Other	\$	\$
Total Project Cost	\$ 0.00	
	Total LB840 Funds Requested:	\$ 27,000 0.00

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): _____

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

Full Name	Title	Ownership Percentage

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: _____

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

Number of Existing Full-Time Equivalent Employees: _____

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

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: _____

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

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	<u>Luency MARIN Madrigal</u> (first, middle, last)
SIGNATURE	<u>Luency</u>
DATE	<u>09/03/25</u>

1/19/2010

DOWNLOAD/SAVE

PRINT

LB 840 APPLICATION PROCESS

Next Step In Process

If application is denied, the applicant has the ability to appeal to the advisory board at a public meeting

Step 1

Applicant goes to Director with idea

Is applicant and project eligible?

No

Yes

Step 2

Application is submitted

Step 3

Director does a review & analysis of application

Is the application accepted?

No

Yes

Step 4

The applicant and Director enter into negotiations

Negotiations Not Accepted

Negotiations Accepted

May enter into Negotiations

Step 5

Application is presented to economic advisory committee by Director

Step 6

Application goes to public meeting and advisory committee executive session for financial determination and recommendation

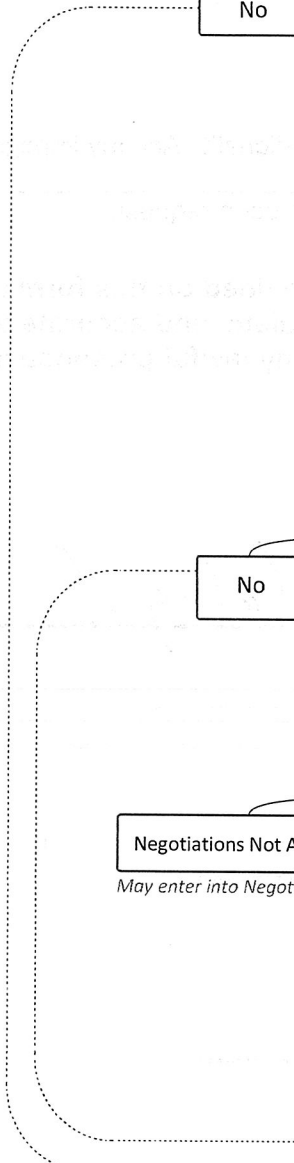
Not Recommended

Recommend as Amended

Application Recommended

Step 7

Application goes to City Council





**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: Tom/Vicki Sorensen (we will establish a LLC)

Business Address: 1132 Main Crete, NE 68333
(City) (State) (Zip Code)

Contact Person: Tom Sorensen Telephone Number: 4028265104

Fax Number: 88846678141 Email Address: tom.sorensen@edwardjone

Federal Tax ID Number: 505962279

Type of Entity: Start-Up Buyout Existing

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

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
Thomas Sorensen Jr	owner	50
Vicki Sorensen	owner	50

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: _____

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

Number of Existing Full-Time Equivalent Employees: 0

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

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: _____

(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:

Build a facility for community use for:

- 1) three pickle ball courts
- 2) two short basketball courts
- 3) space for community events

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$ 715,517.00	\$ 250,000.00
Renovation/Rehabilitation	\$	\$
New Construction	\$	\$
Machinery / Equipment Acquisition	\$	\$
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$	\$
Small Business Development	\$	\$
Working Capital (Includes Inventory)	\$	\$
Job Training	\$	\$
Other	\$	\$
Total Project Cost	\$ 715,517.00	
	Total LB840 Funds Requested:	\$ 250,000.00

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): _____

Pickle Ball Facility - business plan

Our hope is to build a facility for use by all/any citizens in Crete.

The primary use will be to play pickle ball. Currently there are not courts in town designated specifically for pickle ball. To play pickle ball you need to tape lines on existing tennis courts or basketball courts. This facility will have lines specifically for pickle ball. There are currently some pickle ball players in Crete, but we believe if there were additional, designated courts, in an indoor setting, there will be more citizens who want to pick up the game. This will be a positive for both physical, and social interaction.

We intend to have four basketball hoops in the facility, or two short courts. This would likely not be competition type courts but would certainly be acceptable for younger kids practices and community recreational use.

In addition to these two, the facility could be used for any gathering that the citizens of Crete would request/benefit from. Such things as garage sales in the winter, farmers markets in the winter, auctions, family gatherings, etc, would be possible uses. Another thought would be to have community "open gym" nights for families to get exercise.

Upon completion of the building process, we will operate the facility, or give the City the option to lease and operate the facility. We hope this facility will provide a source of exercise and entertainment for the citizens of Crete.

C. PROJECT LOCATION:

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

If Not in City Jurisdiction, please explain local benefit:

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

9/30/25

 Date

United States Citizenship Attestation Form

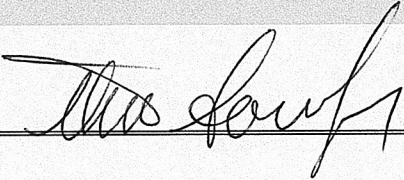
For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

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	Thomas Sorensen Jr <hr/> <small>(first, middle, last)</small>
SIGNATURE	 <hr/>
DATE	9/30/25 <hr/>

1/19/2010

DOWNLOAD/SAVE

PRINT



To LB840 Applicant:

CONGRATULATIONS on taking the first step to being awarded additional funds to help your business or event in Crete. The funds available for Economic Development, resulting from the citizen-approved sales tax increase that took effect April 1, 2011, are available first come to businesses, events and projects that meet the requirements of Crete's written Economic Development Plan, which can be found online at www.crete.ne.gov/vnews/display.v/ART/58fa7907ccebfb. A written copy is also available from the City of Crete Economic Development Director.

Please review the Economic Development Plan and confirm that your project or business is eligible. Applications may be recommended for funding in full or in part or may be denied based upon the review of the Board. Final decisions regarding funding will be made by the City Council but according to the terms of the Plan, in no event may the City Council fund any Application not previously reviewed and approved by the citizen Board.

In this packet you will find an Application for Funds, a US Citizenship Attestation Form and a Check List of required items. As you will see, the Application is detailed and requires significant information and additional verification documents. If you need assistance with the application please contact any Economic Development Advisory Board member. *If you have questions, please call the Economic Development Office, at 402-826-4312 or email the City Administrator, tom.ourada@crete.ne.gov*

Please note that the first portion of the application will be open to the public and may be provided to the City Council for final funding review. The balance of the application and all supporting documentation including personal financial information is confidential and will only be shared with members of the Economic Advisory Board for purposes of considering your application. All confidential records will be maintained in the office of the Economic Development Board and will be kept separately and not be available for review by the public. Any questions or concerns regarding this process shall be directed to the City Administrator.

All Applicants will be required to attend a public hearing for presentation regarding their request for funding. Public hearings will be held at least quarterly and may be held more frequently at the request of the Board. All Applications presented within the three months preceding a Public Hearing will be set for presentation and consideration at the same meeting. The Board may make a recommendation for funding at the public hearing, or may vote to table an application for further information, but in no event shall an application be tabled more than once so that all decisions will be made not more than three months after the initial public hearing regarding an application. There is no guarantee that a determination will be made less than three months after submission so all applicants are urged to make timely requests for funding if projects or events have set timelines.

Mail or deliver completed application with all supporting documentation and forms to:

**Economic Development Program Director
City of Crete City Hall
243 E. 13th Street, P.O. Box 86
Crete, NE 68333**

We look forward to working with you through the application process.
Equal Opportunity and Fair Housing Provider and Employer



**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: Cristina's Family Restaurant

Business Address: 1250 Redwood Ave, Crete NE 68333
(City) (State) (Zip Code)

Contact Person: Jonathan Lopez Telephone Number: 402-418-1697 (cell)

Fax Number: _____ Email Address: mlizjo@gmail.com

Federal Tax ID Number: 33-1074750

Type of Entity: Start-Up Buyout Existing

If Existing, Number of Years in Business in Crete: 23 years

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)

B. PROJECT INFORMATION:

Please provide a Brief Project Summary Description:

- will be replacing the Floor, old Flooring will be Remove and they will be Apply concrete to leveling + New Floor
- will be replacing our steam table to a more efficient table that will provide Better food temperature as well save more on gas and utilities
- will be looking on Installing Booths along the West wall, to provide better service to our customers and overall a better ~~a~~ feeling inside the Dining area

*Is the only time we have ask for help from the city of Crete in 23 years

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$	\$
Renovation/Rehabilitation	\$	\$ 40,000.00
New Construction	\$	\$
Machinery / Equipment Acquisition	\$	\$
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$	\$
Small Business Development	\$	\$
Working Capital (Includes Inventory)	\$	\$
Job Training	\$	\$
Other	\$	\$
Total Project Cost	\$ 0.00	
	Total LB840 Funds Requested:	\$ 20,000.00

Thank you!!

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): _____

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

Full Name	Title	Ownership Percentage
Jonathan Lopez - Franco	Owner	100%

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: _____

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

Number of Existing Full-Time Equivalent Employees: 3

Number of Full-Time Equivalent Positions to Be Created: N/A

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: _____

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

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:

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

10-22-25

Date

Checklist for Local Economic Development Program Application

For a qualifying business to be considered for direct or indirect financial assistance under the Crete Local Economic Development Program an applicant must provide to the City Administrator or Program Administrator:

- A completed and signed application with all required support documents including, but not limited to:
 - A detailed description summary of the proposed project which clearly states what assistance the business is requesting from the program, including evidence that the project qualifies for assistance under the Local Option Municipal Economic Development Act and is consistent with the goals of the Crete Local Economic Development Program.
 - Use of Funds – Total project costs and financing requirement; include copies of any preliminary bids (if applicable/available).
 - A review of key management and employees and their experience as related to the proposed project.
- Start Up Business
 - Current Business Plan for the project and the company, including employment and financial projections;
 - Three (3) Years Financial Projections
 - Past three years personal tax returns
- Existing Business:
 - Most Current Business Plan
 - Three (3) Yearly Financial Statements: Profit & Loss Statements, Cash Flows and Income Statements covering the last three years of business operation, or if a new business, personal income statements.
 - List of Current Obligations (include company Names and Amounts)
 - Past three years personal tax returns
- Letter from Lending Institution(s) (if applicable): Evidence of private financing commitments for investors or lenders.
- If a Corporation, LLC or Other Legal Entity - Copy of Organizational Documents (Articles, ByLaws)
- Resume(s) of all owners/co-owners/directors/partners/stockholders: Necessary entity or personal financial information about the Applicant(s), including name, address, past experience, work history, and related information.
- Other information or financial documentation as requested.

Questions: Contact City Administrator, Tom Ourada, at 402-826-4313 or email tom.ourada@crete.ne.gov. **Return** application and supporting documentation to City Administrator, at City Hall, 243 E. 13th Street, Crete, NE 68333

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	<u>Jonathan Lopez</u> (first, middle, last)
SIGNATURE	<u>[Handwritten Signature]</u>
DATE	<u>10-22-25</u>

1/19/2010

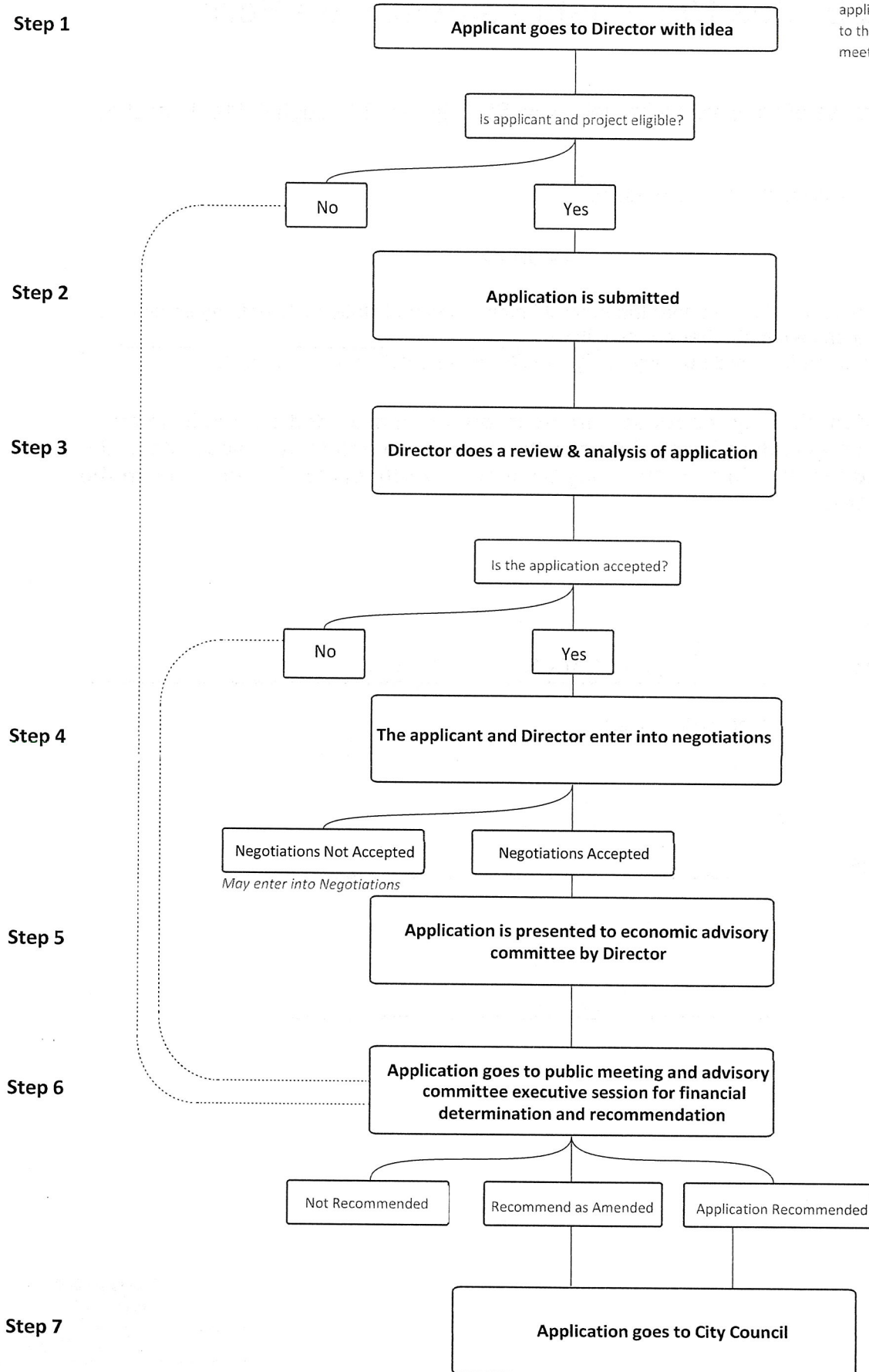
DOWNLOAD/SAVE

PRINT

LB 840 APPLICATION PROCESS

Next Step In Process

If application is denied, the applicant has the ability to appeal to the advisory board at a public meeting





NMPP **MEAN** **NPGA** **ACE**

ATTENTION: MEAN SERVICES MAILING

You are receiving this mailing because your municipality is a participant under one or more of MEAN's current service offerings. MEAN is restructuring its service offerings, effective January 1st, 2025.

This contains one or more of the following:

- Termination notices for any current MEAN services your municipality receives;
- A signature packet to re-enroll in MEAN services under the new service offering structure; and/or
- Additional information.

To continue to receive services from MEAN, please review this mailing carefully and return the required documentation, if any. If you have any questions, please feel free to call Bruce Doll, Director of Utility Services and Member Relations, at bdoll@nmppenergy.org or (402) 473-8259.





NMPP **MEAN** **NPGA** **ACE**

VIA CERTIFIED MAIL

MEMO TO: Participants in the Master Agreement for NDEE Permitting and Compliance Services
FROM: Robert Poehling, Executive Director/CEO
DATE: October 22, 2025
SUBJECT: Official Contract Notice – Master Services Agreement Transition
ACTION REQUIRED BY JANUARY 1, 2026

As you are likely aware, your municipality is a participant in the Municipal Energy Agency of Nebraska (“MEAN”) Master Agreement for NDEE/NDEQ/NDWEE Permitting and Compliance Services (the “Agreement”). As a participant in the Agreement, your municipality has received assistance with reporting and compliance relating to one or more of the following:

- Maintaining Monthly NOx Records Required by NDEE Operating Permit
- Preparing NDEE Semi-Annual Report of Deviations
- Preparing Air Emissions Inventory Report and/or Certification of Compliance Report.

MEAN is updating its service contract structure to better serve our participants and improve operational efficiency. MEAN is implementing a new Master Services Agreement which will govern non-power supply services including the NDEE/NDEQ/NDWEE Permitting and Compliance Services beginning January 1, 2026. As part of this transition, it is necessary to terminate the existing NDEE/NDEQ/NDWEE Permitting and Compliance Services agreements and transition participants over to the new Master Services Agreement. For avoidance of doubt, MEAN intends to continue offering the same services it is currently providing without interruption under the new agreement structure. **This letter serves as official notice that the Agreement, and all Exhibits thereto, will be terminated effective January 1, 2026.**

To ensure continued NDEE/NDEQ/NDWEE Permitting and Compliance Services, **by January 1, 2026, please execute and return the enclosed Master Services Agreement and Enrollment Form(s) for your desired service(s).** Please note, if you are a participant in multiple services with MEAN, your municipality is only required to enter into one Master Services Agreement, however, an Enrollment Form is required for each individual service your municipality wishes to receive.

If you have any questions, please feel free to contact Bruce Doll, Director of Utility Services and Member Relations, at bdoll@nmppenergy.org or (402) 473-8259.

ENCLOSURES:

- Master Services Agreement
- Enrollment Form(s)
- Frequently Asked Questions (FAQ) Document

MEAN MASTER SERVICES AGREEMENT

This Master Services Agreement (this “**Master Agreement**”), is entered into by and between the Municipal Energy Agency of Nebraska (“**MEAN**”) and the undersigned service customer (the “**Customer**”), and shall become effective on the date on which it is duly executed by the parties set forth herein. This Master Agreement sets forth the terms and conditions under which MEAN will offer and provide various utility-related products and services (the “**Services**”) to the Customer.

1. Services. MEAN agrees to make available and provide, and Customer agrees to receive and accept the Services, subject to the terms and conditions set forth in this Master Agreement and the Incorporated Documents (as defined herein).
2. Incorporated Documents. This Master Agreement incorporates by reference the following documents (collectively, the “**Incorporated Documents**”): (a) the MEAN Master Services Agreement Terms and Conditions (the “**Master Terms and Conditions**”), as posted on the MEAN website, as may be amended from time to time pursuant to its terms, (b) the various Scope of Service documents which may be issued by MEAN from time to time during the term of this Agreement, (c) any Enrollment Form duly executed by MEAN and the Customer during the term of this Master Agreement, and (d) such other ancillary documents as may be necessary for the safe, efficient, and cost-effective provision of the Services during the term of this Master Agreement. MEAN and the Customer hereby agree to comply with all applicable provisions contained in the Incorporated Documents as if they were fully set forth herein.
3. Conflicts and Priority. In the event that any terms and conditions set forth in any ancillary document, Enrollment Form, Scope of Service document, the Master Terms and Conditions, or this Master Agreement conflict in any manner, the terms of the documents shall govern in the priority listed in this sentence.
4. Acknowledgement; Effective Dates. Customer has read and understands this Master Agreement and the Incorporated Documents and agrees to be bound hereby. This Master Agreement shall become effective on the date on which it becomes executed by duly authorized representatives of Customer and MEAN, and shall remain in effect as provided in the Master Terms and Conditions.

MUNICIPAL ENERGY AGENCY OF NEBRASKA

CUSTOMER: CITY OF CRETE, NE

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ENROLLMENT FORM

This Enrollment Form is entered into by and between the Municipal Energy Agency of Nebraska (“MEAN”) and the undersigned service Customer (the “Customer”).

SERVICE:	Nebraska Department of Water, Energy, and Environment – Assistance in Preparing State and Local Inventory Emissions Report.
REQUIRED ANCILLARY DOCUMENTS:	Not applicable.
SPECIAL PROVISIONS:	This Enrollment Form shall become effective upon the later of (a) the date on which it becomes fully executed, or (b) January 1, 2026.

1. Service. Customer hereby agrees to receive and pay for, and MEAN agrees to provide, the Services identified above, subject to the completion of any ancillary documents as outlined above.

2. Incorporation. This Enrollment Form is made part of the MEAN Master Services Agreement entered into between MEAN and the Customer and is subject to the terms and conditions set forth therein and in the MEAN Master Services Agreement Terms and Conditions (the “Master Terms and Conditions”) and the relevant Scope of Service document, as posted on the MEAN website. All capitalized terms not otherwise defined herein shall have the same meaning as set forth in the Master Terms and Conditions.

3. Conflict. In the event that the terms and conditions set forth in any relevant ancillary document, Enrollment Form, Scope of Service Document, the Master Terms and Conditions, or the Master Agreement conflict in any manner, the terms and conditions of the document shall govern in the priority listed in this sentence.

4. Effective Date. Unless otherwise stated herein or in the corresponding Scope of Service document, this Enrollment Form shall become effective upon the date on which: (a) this Enrollment Form is duly executed by the parties hereto, and (b) any required ancillary document, if any, is duly executed by the parties hereto. This Enrollment Form shall remain in effect until Customer’s participation in the Service is terminated pursuant to and in accordance with the applicable Scope of Service Document and the Master Terms and Conditions.

MUNICIPAL ENERGY AGENCY OF NEBRASKA

CUSTOMER: CITY OF CRETE, NE

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ENROLLMENT FORM

This Enrollment Form is entered into by and between the Municipal Energy Agency of Nebraska (“MEAN”) and the undersigned service Customer (the “Customer”).

SERVICE:	Nebraska Department of Water, Energy, and Environment – Assistance in Preparing Certification of Compliance Report
REQUIRED ANCILLARY DOCUMENTS:	Not applicable.
SPECIAL PROVISIONS:	This Enrollment Form shall become effective upon the later of (a) the date on which it becomes fully executed, or (b) January 1, 2026.

1. Service. Customer hereby agrees to receive and pay for, and MEAN agrees to provide, the Services identified above, subject to the completion of any ancillary documents as outlined above.

2. Incorporation. This Enrollment Form is made part of the MEAN Master Services Agreement entered into between MEAN and the Customer and is subject to the terms and conditions set forth therein and in the MEAN Master Services Agreement Terms and Conditions (the “Master Terms and Conditions”) and the relevant Scope of Service document, as posted on the MEAN website. All capitalized terms not otherwise defined herein shall have the same meaning as set forth in the Master Terms and Conditions.

3. Conflict. In the event that the terms and conditions set forth in any relevant ancillary document, Enrollment Form, Scope of Service Document, the Master Terms and Conditions, or the Master Agreement conflict in any manner, the terms and conditions of the document shall govern in the priority listed in this sentence.

4. Effective Date. Unless otherwise stated herein or in the corresponding Scope of Service document, this Enrollment Form shall become effective upon the date on which: (a) this Enrollment Form is duly executed by the parties hereto, and (b) any required ancillary document, if any, is duly executed by the parties hereto. This Enrollment Form shall remain in effect until Customer’s participation in the Service is terminated pursuant to and in accordance with the applicable Scope of Service Document and the Master Terms and Conditions.

MUNICIPAL ENERGY AGENCY OF NEBRASKA

CUSTOMER: CITY OF CRETE, NE

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

FAQ – MEAN Master Service Agreement

Issued September 30, 2025

Why does my municipality need to sign a new service contract?

MEAN is undergoing the process of restructuring its service contract procedure with the goal of reducing paperwork and creating administrative ease – both for MEAN staff and our service communities. The initial part of this restructuring effort will require any current service participants to sign new contracts under the restructured format.

Why is MEAN restructuring its service contract procedure?

Prior to the restructuring, any services offered by MEAN each required lengthy, individual contracts with varying terms. In the hopes of streamlining both the procedure and understanding of our service contracts, the new service contracts model reduces paperwork by ensuring that most fee-based or rate-based services all fall under a universal set of terms and conditions for each type of service, with only minimal terms varying from service to service.

Is MEAN getting rid of any services or reducing its service offerings?

No. MEAN intends to continue offering the same services following the restructuring efforts, and is hopeful to eventually expand its service offerings.

What documents does my municipality need to execute?

- For Rate-Based Services, the main contract is your municipality's power supply agreement that has already been executed. Participants under the Legacy SSM agreements, and other certain power supply agreements, may have to execute a simple, one-page addendum adopting a limitation of liability provision.
- For Fee-Based Services, any customer wishing to receive services must execute a one-page Master Services Agreement to become eligible to receive services, and then must execute a one-page Enrollment Form for each service the municipality wishes to enroll in.

What is the deadline to sign the new service contracts?

All contracts under the previous structure will be terminated or expire as of January 1, 2026. In order to avoid a disruption of service and to avoid incurring new set up fees for any service, please return all new service contracts prior to January 1, 2026. If for some reason your community is unable to return the new contracts by that date, please contact Bruce Doll, Director of Utility Services and Member Relations to make arrangements.

Where can I find the Master Service Agreement Terms and Conditions or the Scope of Service documents?

These documents can be found on the MEAN website at www.nmppenergy.org.

CRETE CARRIER COMMUNITY ROOM RENTAL
(150 Capacity)
REQUEST FORM

Please review this form carefully and in its entirety.

Date of Event: Dec 3, 2025 Times of Event: 8-9
Name: JAY W GILBERT Phone #: 402 826-9187
Address: 1135 LONGWOOD DR City State Zip: CRETE NE 68333
Type of Event: APACE CRETE HOLIDAY CONCERT
of Round Banquet Tables: 0-12 0 # of Rectangular Tables: 0-32 2
of Chairs: 0-150 150

Check if using Kitchen

Check if Audio/Visual Equipment Needed

Fees:

Weekends & Holidays \$150.00/day

Weekday \$25.00/hour
\$150.00/day

Audio/Visual Use +\$50.00

Emergency Numbers: 402-826-9766
402.418.2828
402.826.9758

Hold and Deposit:

Full Rental amount is due to hold date (non-refundable).

\$350 cash deposit due before use of facility is approved and key is issued.

Deposit is refundable pending cleanliness and condition inspection.

Checklist

- Signed Contract
- Certificate of Insurance
- Alcohol – requires additional contract 4 weeks in advance

All events must end by 10pm central time and the renters must clean the event space and leave by 11pm central time.

NO PINS OR NAILS IN WALLS DO NOT DRIVE ON SIDEWALKS

Community Room Door Access



- ✓ Key card entry points are Door 2, Door 4, and Door 5 (Vestibule door to the right)
- ✓ Door 4 is open during library hours.

○ Mon. & Fri. 9:00 – 5:00, Tue., Wed. & Thu. 9:00 – 7:00, and Sat. 9:00 – 4:00.
Closed on Sunday.

- ✓ After entry with the key card the doors will relock automatically.



- ✓ Do not operate locks on Door 2
- ✓ Door 3 may be unlocked to allow guests in and out of the Community Room ✓



Door 3 must be locked before leaving. As seen:

- If the lock will not click fully inward, push door open slightly holding the lock until it latches. Listen for the “click.” Repeat if needed on both sides.

- ✓ Ensure Door 1 is fully closed.
- ✓ After the final person has left please check each door by pulling on the outside handles.



**CITY OF CRETE, NEBRASKA
EVENT CONTRACT – COMMUNITY ROOM**

This agreement is entered into between the City of Crete, Nebraska (“City”) and Apace (“Lessee”) upon the date of signature by both parties.

AGREEMENT:

In consideration of the mutual promises and understandings of the parties set forth below, the parties agree as follows:

§1 Lessee shall be entitled to possess and use the Community Room and nearby restrooms (“Premises”) located at 1515 Forest Avenue solely for the following event:

Event Description: Apace Holiday Concert
Event Date & Time: WED DECEMBER 3, 2025

Lessee may reserve the use of the kitchen facilities within the Premises for an additional fee.

Lessee shall not have exclusive use of the City’s facilities and shall conduct its activities so as not to interfere with activities or business carried on by the City or any other person using the City’s facilities.

- §2 Lessee shall pay a rental fee of \$25.00 per hour or \$150 per day for the use of the Premises and shall provide a \$350.00 cash or credit security deposit. The City may require all or part of any fees, charges, or deposits to be paid at the time a reservation is made. Sales tax shall be required on all fees and charges paid to the City unless Lessee is a tax exempt entity. Such taxes shall be in addition to all amounts set forth herein.
- §3 Lessee may use the audio-visual equipment that already exists in the Premises. The City shall set up and, if needed, operate the equipment for an additional charge of \$50.00 per hour.
- §4 Lessee may use the furniture that already exists in the Premises. The City shall make the requested number of tables and chairs available, and Lessee shall be responsible for setting up and arranging such furniture within the Premises.
- §5 Lessee shall be responsible for inspecting any equipment or furniture before its use and accepts any equipment it uses on an as-is basis. Equipment shall be returned in the same condition, and Lessee shall be responsible for any damage or loss to the equipment or furniture beyond reasonable wear and tear.
- §6 Lessee or their agent shall be present at the Premises at all times throughout the event. Lessee shall provide adequate and appropriate supervision of and is solely responsible for all persons invited to, participating in, or associated with the event, and Lessee further understands and acknowledges that all city facilities are under video surveillance for the protection of city property.
- §7 Lessee shall be responsible for fully cleaning the Premises after the event is over, which includes, but is not limited to, picking up and properly disposing of all garbage, wiping down all tables and chairs, removing any decorations, and vacuuming and moping the floors.
- §8 No smoking, tobacco products, paint, ink, explosive or flammable substances, or hazardous, toxic, or caustic chemicals are allowed in any of the City’s facilities.
- §9 Lessee shall not dispense or allow the use or consumption of any alcoholic beverage in violation of any federal, state, or local law, rule, regulation, or policy. Alcoholic beverages of any kind are prohibited unless an Alcohol Use Rider has been executed by both parties and attached to this contract.
- §10 All personal property, including equipment, furniture, and fixtures, placed, kept, or left in the Premises shall be so done at the sole risk of Lessee. The City shall not be liable for any damage or loss caused by theft, burglary, water, fire, or any other cause occurring on or about the Premises.

§11 All uses of city facilities and services shall comply with any space usage or rental policies adopted by the City, which shall be incorporated herein by reference, and all federal, state, and local laws, rules, and regulations. Lessee shall be responsible for enforcing all such policies, laws, rules, and regulations on its agents, employees, and attendees.

§12 Lessee shall provide adequate accident liability insurance for the event. An adequate insurance policy shall be, at a minimum, an occurrence general liability policy in the amount of \$1,000,000 that names the City as an additional insured. A Certificate of Insurance must be submitted to the City prior to the scheduled event date.

§13 Lessee shall be responsible for and shall indemnify and hold the City harmless from any and all claims, demands, or actions made by any person for any loss or damage sustained based upon or arising out of the negligent or willful acts or omissions of Lessee, its employees, agents, invitees, or guests. Lessee shall have no right to indemnification or contribution from the City for any judgments rendered against it.

§14 In the event public use of the Premises is interrupted because of any act or regulation of a political entity, epidemics, natural disasters, or other cause beyond the control of either party, this contract may be suspended or terminated by either party without prior notice, and neither party shall be liable for such suspension or termination.

§15 The City's failure to insist upon the strict performance of any provision of this contract or to exercise any right based upon breach will not constitute a waiver of any rights herein. No custom or practice of the parties which varies from a term of this contract shall be a waiver of any party's right to demand exact compliance, and no conditions or provisions of this contract can be waived unless approved by the City in writing.

§16 This contract shall be governed by, construed according to the laws and regulations of, and subject to the jurisdiction of the State of Nebraska.

§17 This contract and any documents incorporated herein by reference or attached hereto constitute the entire agreement of the parties, and any representations or promises not contained within shall not be binding upon the parties.

§18 This contract shall be binding upon and inure to the benefit of the parties and their respective successors, assigns, heirs, and legal representatives.

§19 This contract or any amendment to this contract may be signed in any number of counterparts; each of which will be considered an original, and all of which taken together will constitute one contract or amendment, as the case may be.

§20 Each section, paragraph, clause, sentence, and word of this contract is intended to be severable. If any part of this contract or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect the other portions of this contract that can be given effect without the invalid part.

ACCEPTANCE PROVISIONS.

The parties acknowledge they have read and understand this contract, they agree to its provisions, and that it will be effective on the date when both parties have signed.

CITY OF CRETE	LESSEE
By: _____ (Signature of Authorized Official)	By: _____ (Signature)
_____ (Typed or Printed Name/Title)	JAY W GILBERT (Typed or Printed Name)
_____ (Date)	OCT 8, 2025 (Date)



APPLICATION FOR THE
Crete Carrier Room Grant

SECTION ONE: APPLICANT INFORMATION

Name of Applicant/ Organization: JAY W GILBERT for Apace - Crete
Contact: JAY W GILBERT
Address: 1135 LONGWOOD DR CRETE
Phone: 402-826-9187 E-mail: jay.gilbert@doane.edu
Description of Event: Annual Apace Christmas Concert
by the Apace Choir of Crete.

Date and Time of Event: Wednesday, December 3, 2025
City Sponsor/Advocate: Dan Papik

SECTION TWO: COMMUNITY PURPOSE

Mission of the Event/Organization: Provide desired education and
support to individuals with disabilities, promote
safety and respect, and advocate for dignity and inclusion.

Community Served by the Organization: Approximately 40 develop-
mentally disabled citizens from Crete
and surrounding area.

Population Served by the Event: This is our fourth Christmas
concert and many citizens including
our mayor, city administrator and Council attend.

SECTION THREE: FINANCIAL NEED

Please explain your need for assistance to rent the Crete Carrier Room: Apnce is a
non-profit service organization that
seeks to support disabled people. This choir
and the performance are not budgeted.

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: 10/27/2025

Signature: _____ Date: _____

SUPPORTING DOCUMENTATION

Please attach copies of the following documents with your application (check all that apply). Failure to attach proper documentation may result in a delay in processing your application for assistance.

- Event Program or Invitation
- Documentation supporting the Mission of the Organization or Event.
- Copy(ies) of driver's license or other legal photo identification for individuals responsible for the event.
- Proof of Insurance - *on its way*
- Crete Carrier Room Rental Agreement

Please mail or bring this signed application and required documents to:

City of Crete
243 E. 13th Street, PO Box 86
Crete, NE 68333

Apacé Choir Crete – Holiday Concert

*December 3, 2025 – 1:30 pm
Crete Carrier Community Room*

Musical Selections

Happy Holiday

The First Noel (Audience Joins)

Let it Snow

Jingle Bells

Angels We have Heard on High (Audience Joins)

Go Tell It on The Mountain

Rockin' Around the Christmas Tree

Joy to the World (Audience Joins)

Silver Bells

I'll Be Home for Christmas

Have a Holly Jolly Christmas

Silent Night (Audience Joins)



Who We Are

*We support people with intellectual and developmental disabilities in **southeast Nebraska**.*

Mission

***Provide** desired **education** and **support** to individuals with disabilities, promote safety and respect, and advocate for dignity and inclusion within the community.*

How We Work

Individualized

Through smaller, more personal programs, we can tailor our services to each individual's needs.

Local

Our programs are designed specifically for people and communities in southeast Nebraska.

Proactive

Our organization has decades of experience meeting the highest level of state certification.

Outcome-Focused

We create optimistic, achievable benchmarks to set individuals up for personal success.

Subject DREVO ADDITION
From derek@allensurveying-ne.com
<derek@allensurveying-ne.com>
To: AWANEK@AOL.COM
<AWANEK@AOL.COM>
Date Today at 1:13 PM

ALAN,

Attached is the application for the subdivision of the house and trailer court lots. Please have Cindy sign, date, and deliver it to Trenton Griffin, at the City of Crete. They will also require payments of the application, inspection, review and filing fees upon delivery.

Please call with any questions or concerns.

Derek Beenblossom PLS

 **ALLEN SURVEYING
SERVICES LLC**
2450 W. MARTELL RD. 1128 MAIN AVE.
MARTELL, NE. 68404 CRETE, NE 68333
402-456-4366 402-826-4620

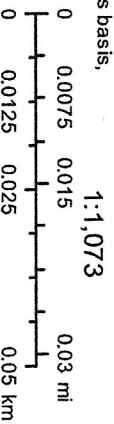
DREVO APPLICATION.pdf



November 7, 2024
20:23 PM

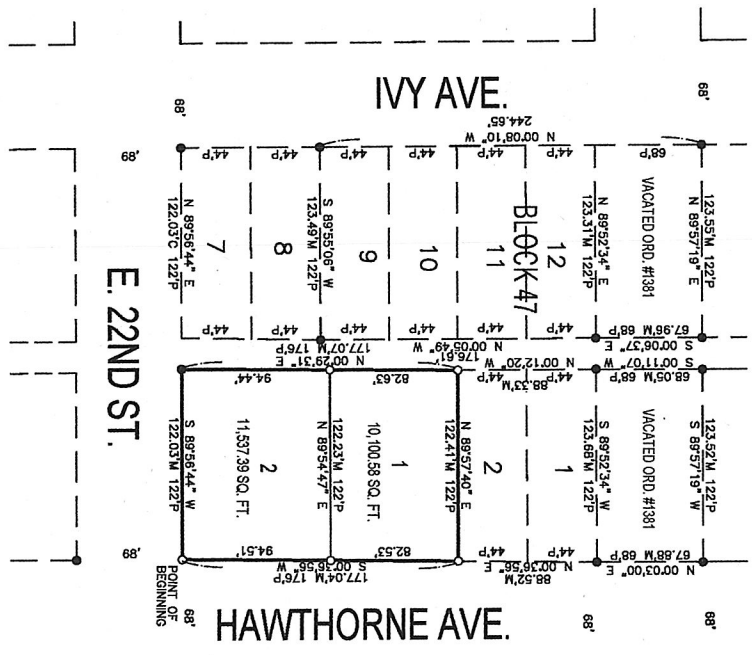
DISCLAIMER: This map is not intended for conveyances, nor is it a legal survey. The information is presented on a best-efforts basis, and should not be relied upon for making financial, survey, legal or other commitments.

- Parcels
- Sections

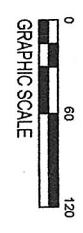


DREVO ADDITION

AN ADMINISTRATIVE SUBDIVISION LOTS 3 THROUGH 6, BLOCK 47, ORIGINAL TOWN OF CRETE,
 LOCATED IN THE NORTHEAST 1/4 OF SECTION 27 18N R4E OF THE 6TH P.M., CITY OF CRETE, SALINE
 COUNTY, NEBRASKA.



E. 23RD ST.



Legend	
■	Reserved
□	Unimproved
○	Water
○	Right of Way
○	Right of Way & Top
○	Top
○	Top

LEGAL DESCRIPTION

AN ADMINISTRATIVE SUBDIVISION OF LOTS 3, BLOCK 47, ORIGINAL TOWN OF CRETE, LOCATED IN THE NORTHEAST 1/4 OF SECTION 27 18N R4E OF THE 6TH P.M., CITY OF CRETE, SALINE COUNTY, NEBRASKA, SAID TRACT OF LAND SHALL BE FULLY DESCRIBED BY BEARINGS AND DISTANCES AS FOLLOWS:
 COMMENCING AT THE SOUTHWEST CORNER OF LOT 6, BLOCK 47, ORIGINAL TOWN OF CRETE AND THE POINT OF BEGINNING, THENCE SOUTH 89°56'44" WEST 122.03 M. WEST TO THE POINT OF BEGINNING FOR THIS SUBDIVISION ON THE SOUTH LINE OF LOT 6, BLOCK 47, A DISTANCE OF 122.03 FEET NORTH 07°21' EAST, ON THE WEST LINE OF LOTS 3 & 4, BLOCK 47, A DISTANCE OF 177.04 M. TO THE SOUTHWEST CORNER OF LOT 7, BEARING NORTH 07°21' EAST, A DISTANCE OF 177.04 M. TO THE POINT OF BEGINNING, AND CONTAINING A CALCULATED AREA OF 21,637.97 SQUARE FEET OR 49.42 ACRES.

CERTIFICATION

I, CHARLES A. WALKER, REGISTERED SURVEYOR OF NEBRASKA, CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE RECORD AS DEPOSITED IN THE PUBLIC RECORDS OF THE CITY OF CRETE, SALINE COUNTY, NEBRASKA. THIS SUBDIVISION IS ALSO SUBJECT TO ALL EXISTING EASEMENTS AND RESTRICTIONS OF RECORD AS OF THE LAST DATE SHOWN HEREOF.

SIGNED THIS _____ DAY OF _____, 20____.

ACKNOWLEDGEMENT OF NOTARY

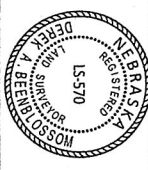
STATE OF _____)
 COUNTY OF _____)
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BY ME ON THIS _____ DAY OF _____, 20____, BY:

NAME _____ TITLE _____
 NOTARY PUBLIC _____ BY COMMISSION EXPIRES _____

SURVEYORS CERTIFICATE

I, CHARLES A. WALKER, A PROFESSIONAL LAND SURVEYOR, UNDER THE LAWS OF THE STATE OF NEBRASKA, DO HEREBY CERTIFY THAT THE SURVEY HAS BEEN MADE BY ME ON OCTOBER 6, 2008, AND THAT ALL DIMENSIONS ARE IN FEET AND DECIMALS THEREOF, AND THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE RECORD AS DEPOSITED IN THE PUBLIC RECORDS OF THE CITY OF CRETE, SALINE COUNTY, NEBRASKA.

SIGNED THIS 6TH DAY OF OCTOBER, 2008.
 Charles A. Walker
 REGISTERED SURVEYOR
 NEBRASKA
 6.3.75



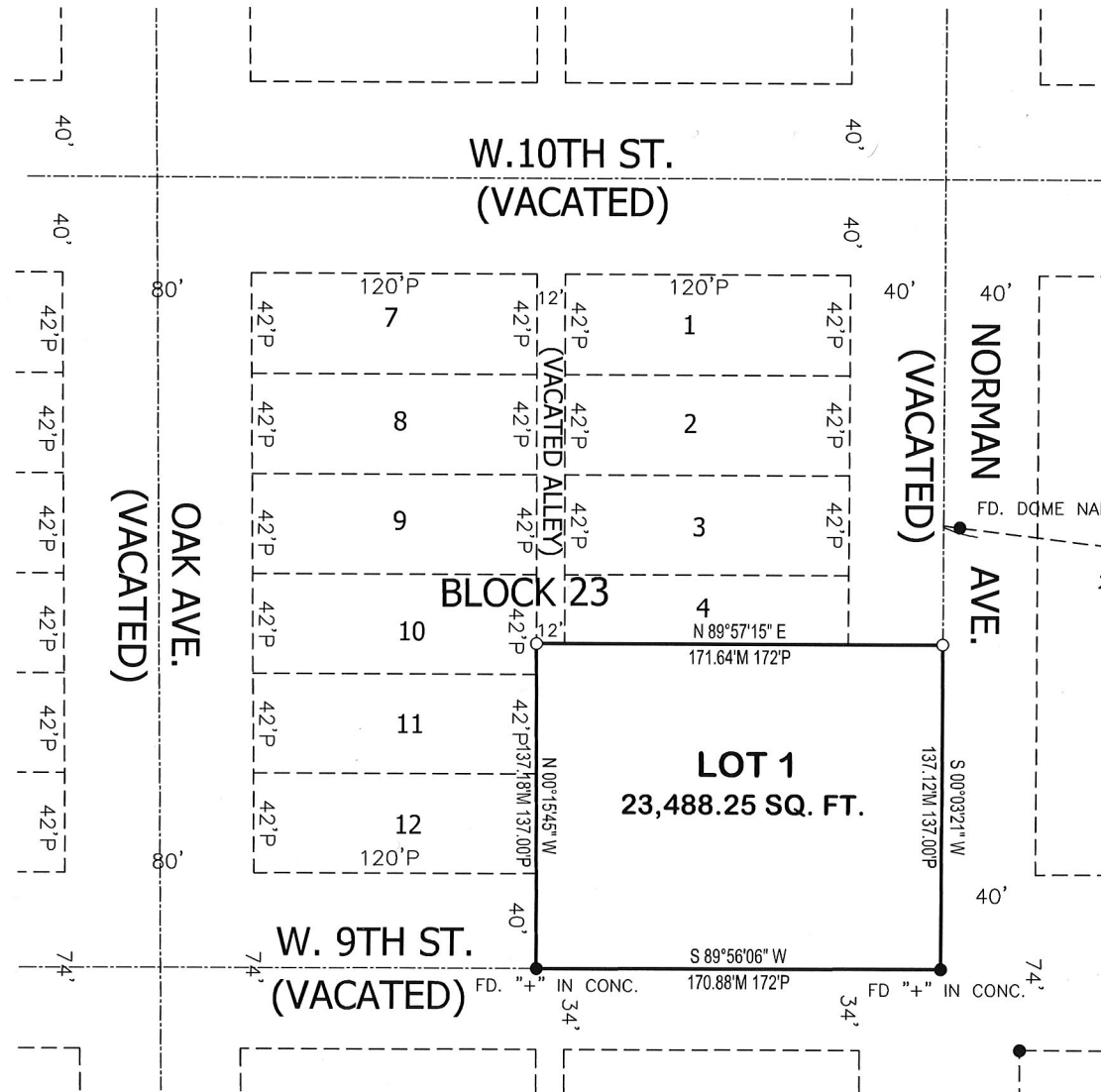
CITY OF CRETE CITY COUNCIL APPROVAL
 THIS PART OF SUBDIVISION AS DESCRIBED IN THE ABOVE LEGAL DESCRIPTION WAS APPROVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF CRETE, SALINE COUNTY, NEBRASKA.
 ON THIS _____ DAY OF _____, 20____.

APPROVAL OF ZONING ADMINISTRATOR
 THIS PART OF SUBDIVISION AS DESCRIBED IN THE ABOVE LEGAL DESCRIPTION WAS APPROVED BY THE MAYOR AND THE ZONING ADMINISTRATOR OF THE CITY OF CRETE, SALINE COUNTY, NEBRASKA.
 ON THIS _____ DAY OF _____, 20____.

TOWNSHIP _____ ZONING ADMINISTRATOR

SACK 1ST ADDITION

AN ADMINISTRATIVE SUBDIVISION OF THE SOUTH 13 FEET OF LOT 4, ALL OF LOT 5 AND ALL OF LOT 6, BLOCK 23, ORIGINAL CRETE, ALONG WITH THAT PORTION OF VACATED NORMAN STREET, THAT PORTION OF THE VACATED ALLEY, AND THE VACATED PORTION OF WEST 9TH STREET ADJACENT THERETO, ALL LOCATED IN THE N.E. 1/4 OF SECTION T8N R4E OF THE 6TH P.M., CITY OF CRETE, SALINE COUNTY, NEBRASKA.



LEGAL DESCRIPTION

AN ADMINISTRATIVE SUBDIVISION OF THE SOUTH 13 FEET OF LOT 4, ALL OF LOT 5 AND ALL OF LOT 6, BLOCK 23, ORIGINAL CRETE, ALONG WITH THAT PORTION OF VACATED NORMAN STREET, THAT PORTION OF THE VACATED ALLEY, AND THE VACATED PORTION OF WEST 9TH STREET ADJACENT THERETO, ALL LOCATED IN THE N.E. 1/4 OF SECTION 34 T8N R4E OF THE 6TH P.M., CITY OF CRETE, SALINE COUNTY, NEBRASKA. SAID TRACT OF LAND SHALL BE FULLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT INTERSECTION POINT OF THE CENTERLINES OF WEST 9TH STREET AND NORMAN AVENUE, AND THE POINT OF BEGINNING, THENCE SOUTH 89° 56' 06" WEST, (A SALINE COUNTY LDP BEARING, AND THE BASIS FOR BEARING OF THIS SUBDIVISION) A DISTANCE OF 170.88 FEET, TO A POINT ON THE EXTENDED WEST LINE OF THE VACATED ALLEY, THENCE NORTH 00° 15' 45" WEST, ON SAID WEST LINE OF THE VACATED ALLEY, A DISTANCE OF 137.16 FEET, TO A POINT 13' NORTH OF THE SOUTHWEST CORNER OF LOT 4, BLOCK 23, ORIGINAL TOWN OF CRETE; THENCE NORTH 89° 57' 15" EAST, ON A LINE 13.00 FEET NORTH OF THE SOUTH LINE OF LOT 4, A DISTANCE OF 171.64 FEET, TO A POINT ON THE CENTERLINE OF VACATED NORMAN AVENUE, THENCE SOUTH 00° 03' 21" WEST ON THE CENTERLINE OF VACATED NORMAN AVENUE, A DISTANCE OF 137.12 FEET, TO THE POINT OF BEGINNING, AND CONTAINING A CALCULATED AREA OF 23,488.25 SQUARE FEET.

CERTIFICATION

IRON SACK PRESIDENT OF SACK LUMBER COMPANY INC. (A NEBRASKA CORPORATION), THE SOLE OWNER(S) OF THE TRACT OF LAND DESCRIBED IN THE SURVEYOR'S CERTIFICATE. DO HEREBY APPROVE THIS SUBDIVISION KNOWN AS "SACK 1ST ADDITION", LOCATED IN THE NORTHWEST 1/4 OF SECTION 34 T8N R4E OF THE 6TH P.M., CITY OF CRETE, SALINE COUNTY, NEBRASKA. THIS SUBDIVISION IS ALSO SUBJECT TO ALL EASEMENTS, COVENANTS, AND RESTRICTIONS OF RECORD, AS OF THE LAST DATE SHOWN HEREON.

SIGNED THIS _____ DAY OF _____, 20____.

RON SACK PRESIDENT
SACK LUMBER COMPANY INC.
(A NEBRASKA CORPORATION)

ACKNOWLEDGEMENT OF NOTARY

STATE OF _____
COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BY ME ON THIS _____ DAY OF _____, 20____ BY _____

NAME _____
NOTARY PUBLIC

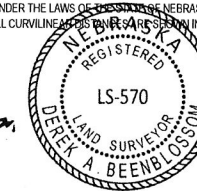
TITLE _____
MY COMMISSION EXPIRES _____

SURVEYORS CERTIFICATE

I, DEREK A. BEENBLOSSOM, A PROFESSIONAL LAND SURVEYOR, UNDER THE LAWS OF THE STATE OF NEBRASKA, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE BY ME ON OCTOBER 6, 2025, AND THAT ALL DIMENSIONS ARE IN FEET, AND DECIMALS OF A FOOT, ALL CURVILINE SEGMENTS ARE IN CHORD DISTANCE, AND ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEFS.

SIGNED THIS 31ST DAY OF OCTOBER, 2025.

Derek A. Beenblossom
DEREK A. BEENBLOSSOM RLS 570



CITY OF CRETE CITY COUNCIL APPROVAL

THIS PLAT OF "SACK 1ST ADDITION" AS DESCRIBED IN THE ABOVE LEGAL DESCRIPTION WAS APPROVED BY THE MAYOR AND THE MAYOR AND THE CITY COUNCIL OF THE CITY OF CRETE, SALINE COUNTY, NEBRASKA.

ON THIS _____ DAY OF _____, 20____

DAVID A BAUER MAYOR

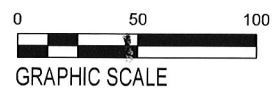
ATTEST: NANCY TELLEZ CITY CLERK

APPROVAL OF ZONING ADMINISTRATOR

THIS PLAT "SACK 1ST ADDITION" AS DESCRIBED IN THE ABOVE LEGAL DESCRIPTION WAS APPROVED BY THE MAYOR AND THE ZONING ADMINISTRATOR OF THE CITY OF CRETE, SALINE COUNTY, NEBRASKA.

ON THIS _____ DAY OF _____, 20____

TOM OURADA ZONING ADMINISTRATOR



Legend	
M	= Measured
D	= Dashed
R	= Recorded
P	= Platted
●	= 5/8" Rebar
○	= 5/8" Rebar & Cap
△	= Set Temp. Point

Land Development, Planning and Zoning Application

	QTY	TOTAL	
Subdivision Development			Crete Municipal Code Article 3 Subdivisions
Application Fee	\$100		
Preliminary Plat (plus City Attorney Fees)	\$200		Crete Municipal Code 11-306.01
Final Plat	\$200		Crete Municipal Code 11-306.02
Other Plats	\$200		
Subdivision Review and Inspections	\$250		City Engineer fees are in addition to listed fees
Recording Fee	\$25		
Administrative Subdivision			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee	\$100	1 [#] 100	
Subdivision Review and Inspections	\$250		
Recording Fee	\$25		
Zoning Change	\$200		Crete municipal Code Chapter 11 Article 2
Special Exception	\$200		Crete municipal Code Chapter 11-230
Variance Request	\$150		Crete Municipal Code 11-213
Comprehensive Plan Amendment	\$200		Future Land Use Map, Existing Land Use Map
Total Fees		<i>Waived</i>	City Attorney fees are in addition to listed fees

Owner Information

Name	Phone	Email	
<i>Sack Lumber</i>	<i>402-806-0720</i>	<i>sackron@aol.com</i>	
Street Address	City	State	Zip
<i>220 E 11th</i>	<i>Crete</i>	<i>Nebraska</i>	<i>68333</i>
Signature	Application Date		
<i>Ronald Sad</i>	<i>Oct 29, 2025</i>		

Applicant Information

Name	Phone	Email	
<i>Same</i>			
Street Address	City	State	Zip
Signature	Application Date		

Description

An Administrative Subdivision of the South 13 feet of Lot 4, All of lot 5 and all of lot 6, Block 23, original Crete, along with that portion of vacated Norman Street, that portion of the vacated Alley, and the vacated portion of West 9th street adjacent thereto, All located in the NE 1/4 of section T8N R4E of the 6th P.M City of Crete, Saline County Nebraska

Subdivision Development Checklist

Pre Application Meeting Date _____ Time _____

Planning Commission Meeting Date _____ Time _____

Application Fee

City Council Meeting Date _____ Time _____

- Preliminary Plat physical and digital copies
- Name, Location, Legal description, Date
- Names of Adjoining Properties
- North Point and Graphics Scale
- Roads
- Existing Utilities and sizes
- Name, Location, Legal description, Date
- Proposed Utility System
- Contours at intervals 2' or 5'
- Proposed improvement or grading
- Location of existing buildings
- Proposed Easements, Dedications
- Filing Fees
- Improvement schedule and restrictive covenants
- Notification of County Planning Commission
- Notification of School Board

- Final Plat one original and two mylar copies
- Date, title, Name, Location of Subdivision
- Graphics Scale and North Arrow
- Monuments 1" diameter maximum 30" length
- Dimensions, angles and bearings, legal description of the property
- Names of Adjoining Properties
- Location and dimensions of easements
- Purpose for which sites are dedicated or reserved
- Surveyor Certification as to the accuracy of plat
- Certification signed and acknowledged by all parties holding title
- Certification recording the approval of the Planning Commission
- Certification recording the approval of the City Council
- Detailed Construction plans of all required public improvements approved by and engineer
- Posted bond or certified check to the City of Crete in sufficient amount to complete the required improvements as approved by and engineer

Administrative Subdivision Checklist

Pre Application Meeting Date _____ Time _____

City Council Meeting Date _____ Time _____

Application Fee

- Name
- Date
- Title
- Location
- Names of abutting streets
- New lots, block numbers, setback lines
- Graphic Scale and true North Point
- Monuments

- Dimensions
- Legal description
- Certification
- Signed by all parties holding Title
- Protective covenants
- Have owners requested annexation
- Utility easements shown
- Final Plat Original & 2 Mylar's

Zoning Change or Comprehensive Plan Amendment

Pre Application Meeting Date _____ Time _____

Scaled Survey Drawing

Publish and Post Date _____ Time _____

Application Fee

Planning Commission Meeting Date _____ Time _____

City Council Meeting Date _____ Time _____

Parcel # and Current Zoning _____

Requested Zoning _____

Special Exception Request

Pre Application Meeting Date _____ Time _____

Application Fee

City Council Meeting Date _____ Time _____

SNOW REMOVAL AND WEED MANAGEMENT SERVICES AGREEMENT

THIS SNOW REMOVAL AND WEED MANAGEMENT SERVICES AGREEMENT (this “Agreement”) is made effective as of November 1, 2025 (the “Commencement Date”) by and between the City of Crete, Nebraska (the “City”), and the individual, business entity, or other association listed in Section 1 below (“Contractor”).

RECITALS

WEHREAS, the City desires to retain the services of an independent contractor to perform snow removal and weed management services within the City’s Downtown Business Improvement District #1 (the “District”);

WHEREAS, Contractor desires to provide such services to the City on the terms set forth herein; and

WHEREAS, Contractor represents and warrants that it has the expertise, manpower, equipment, and materials available to successfully execute this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, and in reliance upon the recitals set forth above, which are incorporated herein by reference, and for good and valuable consideration, the receipt and sufficiency is hereby acknowledged, the parties agree as follows:

1. **Contractor.**

Name: Will Wenz d/b/a Lawn Kings
Address: 1925 Kingwood Avenue, Crete, NE 68333
Phone: 402-418-8275
Email: wwlawnkings@gmail.com

2. **Services.** Contractor agrees to perform for the City the services set forth in and in accordance with the terms and conditions set forth in Exhibit “A” attached hereto and incorporated by this reference (the “Services”). The expectations for performance will be set by the Main Street Business Improvement District Advisory Board and communicated to the City. All communications, directives, and notices to the Contractor regarding the Services will be made through the City.

3. **The District.** The Services shall be performed in the District. A map of the District is attached hereto as Exhibit “B” and incorporated by this reference.

4. **Price.** The pricing applicable to the Services shall be set forth in detail in Exhibit “A”. Contractor shall submit monthly invoices to the City in sufficient detail to support the Services provided during the previous month. The City will make every effort to pay invoices within thirty (30) days of receipt. Payment is dependent upon whether the City determines that the work is adequately substantiated and satisfactory.

5. **Term.** The term of this Agreement (the “Term”) shall commence on the Commencement Date and terminate on September 30, 2026.

6. **Professional Expertise and Knowledge of the District.** Contractor is being engaged by the City in reliance upon Contractor's representations of professional expertise in the field of the Services. Contractor represents and warrants that the Services performed by Contractor shall be performed in a first-class workman-like manner. Contractor further represents and warrants that it is familiar with the District and the specific areas where the Services shall be performed.

7. **Equipment, Materials and Supplies.** Contractor shall provide at its expense all equipment, materials and supplies required in performing the Services. Contractor shall not store any of its personal property on the premises of the City.

8. **Independent Contractor.** This Agreement does not create an employment relationship between Contractor and the City. Contractor is an independent contractor and shall not be entitled to receive any benefits of employment generally available to the City’s employees.

9. **Employees.** All agents, employees, or other persons employed in any manner by Contractor in connection with providing the Services to the City shall appear and conduct themselves at all times while on the premises of the City in a manner which is as unobtrusive as possible and consistent with the character and reputation of the City and in such a way as not to annoy or interfere with any business or patrons in the District. Contractor, promptly after demand by the City, will cause to be removed from the premises of the City any of such persons to whom the City shall object and any such person so removed shall not thereafter be employed by Contractor in connection with provision of Services to the City.

10. **Compliance with Laws.** Contractor shall comply with all applicable federal, state and local laws, rules and regulations, including without limitation the City’s Municipal Code, with respect to the performance of the Services and the equipment and materials to be furnished hereunder. Contractor shall, at its expense, procure and maintain all permits or licenses which may be required at any time in connection with the performance of the Services and shall furnish to the City copies of each such permit or license upon the City’s request. Contractor shall not discriminate in performing the Services or in hiring or engaging employees, or agents to perform the Services on the basis of any status protected by law.

11. **Liens.** Contractor covenants and agrees to keep the District free and clear from any and all liens for work performed or materials furnished hereunder. Contractor shall indemnify the City and the businesses in the District against any and all costs, losses and damage resulting from the filing of any such liens against the City or the businesses in the District. As a condition to payment hereunder, Contractor shall from time to time, upon request by the City, furnish waivers or releases of such liens or receipts in full for all claims for such work or materials and an affidavit that all such claims have been fully satisfied.

12. **Indemnification.** Contractor shall indemnify and hold harmless the City, the businesses in the District, and their owners, partners, subsidiaries, affiliates,

and employees, and each of them, against and from any and all losses, liabilities, damages, causes of action, judgments, costs and expenses (including reasonable attorney's fees) which result from Contractor's breach of this Agreement or from Contractor's negligent or willful acts or omissions. The City shall have the right to withhold from any payments to be made to Contractor any amounts reasonably determined by the City to be owed by Contractor to the City pursuant to this Section. The City shall not be liable to Contractor or its agents or employees for any personal injury, death, or damage to personal property in any way connected to this Agreement or the performance of the Services. Contractor shall have no right to indemnification or contribution from the City for any judgments rendered against it.

13. **Insurance.** Contractor shall purchase and maintain throughout the Term, at its own cost and expense, the following types and amounts of insurance with insurers authorized to do business in the State of Nebraska and having an A.M. Best rating of "A-" or better:

- Workers' Compensation Insurance as required by Nebraska law, covering all employees engaged by Contractor in the performance of the Services; and
- General Liability Insurance with a limit of not less than \$1,000,000.00 per occurrence.

Contractor shall furnish evidence of such insurance coverage to the City on or prior to the Commencement Date and shall provide updated evidence of insurance coverage upon the City's request.

14. **Termination.** This Agreement may terminate upon the occurrence of any of the following events:

- (a) If Contractor does not complete the Services within the time frames set forth on Exhibit "A";
- (b) If Contractor otherwise violates or breaches any of the terms, conditions or covenants hereof and shall not remedy such violation or breach within ten (10) days after written notice by the City to Contractor of such violation or breach;
- (c) The bankruptcy or any bankruptcy related event of Contractor, including without limitation an assignment for the benefit of creditors;
- (d) Upon the expiration of thirty (30) days following written notice of intention to terminate this Agreement given by the City to Contractor.

Notwithstanding any such termination of this Agreement, the rights acquired or obligations incurred by the parties thereto prior to such termination shall not be affected.

15. **Non-Waiver.** Failure by the City to insist on compliance with any term, covenant, or condition contained in this Agreement or the exhibits hereto shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or

relinquishment of any right or power contained in this Agreement or the exhibits hereto at any time be deemed a waiver or relinquishment of any right or power at any other time.

16. **No Subcontracting.** Contractor may not use any subcontractor to perform any of Contractor's obligations under this Agreement unless Contractor has obtained the prior written consent of the City to the use of the subcontractor. Contractor shall not have the right to assign its interest in this Agreement without the prior written consent of the City.

17. **Notices.** All notices to be given by the City to Contractor hereunder shall be in writing and shall be deemed to have been duly delivered (i) on the date personally delivered, (ii) on the date sent by email (in each case with confirmation of transmission) if sent prior to 5:00 p.m., and on the next day if sent after 5:00 p.m.; or (c) the first business day following the date mailed by certified or registered mail, return receipt requested, postage prepaid.

18. **Entire Agreement.** This Agreement and the exhibits attached hereto contain the full and complete understanding of the parties hereto as to the subjects contained herein and supersedes any and all prior written or oral agreements or understandings between the parties hereto.

19. **Governing Law.** This Agreement will be governed by and interpreted pursuant to the internal laws of the State of Nebraska, excluding any laws regarding the choice or conflict of laws.

20. **Modifications.** This Agreement may not be amended, altered, modified, or otherwise changed except in writing executed by all parties hereto and expressly stating that it is an amendment to this Agreement. Notwithstanding the foregoing, communications or directives from the City to Contractor regarding scheduling, timing or performance of the Services shall not require execution of a written amendment.

21. **Headings.** The headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation hereof.

22. **Counterparts.** This Agreement may be executed in one or more counterparts and so long as each of the parties has executed at least one of such counterparts, each executed counterpart shall constitute an original and this Agreement shall be binding as between the parties.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the day and year first written above.

THE CITY

The City of Crete, Nebraska

By: _____

Name: _____

Title: _____

CONTRACTOR

Will Wenz d/b/a Lawn Kings

By: _____

Name: _____

Title: _____

EXHIBIT "A"

Description of Snow Removal and Weed Management Services and Pricing

Snow Removal Services

1. Contractor shall furnish the appropriate labor, equipment and materials to remove snow in front of participating business within the District and to treat all walk paths in the District with ice melt/sand in accordance with the following requirements.
2. Contractor shall maintain the following sidewalks in the District:
 - i. sidewalks on Main Avenue from 13th Street to 11th Street;
 - ii. sidewalks on the south side of 13th Street;
 - iii. sidewalks on the north side of 11th Street; and
 - iv. sidewalks on both the north and south sides of 12th Street, to the alleyways parallel to Main Avenue.
3. Contractor shall complete each snow removal operation within **one (1) hour** of commencing its snow removal services.
4. All snow removal services shall be completed **no later than 8:00 a.m.** on the day of any snow event. Morning snow removal does not require the City's authorization; provided, however, Contractor shall exercise its best judgment in determining whether snow removal is necessary based on the amount and condition of snowfall. For example, a "dusting" of light snow in the range of one inch (1") would not necessitate removal, whereas if it were two inches (2") of wet and heavy snow, it could necessitate removal.
5. Under extreme weather conditions, the City may direct the Contractor to perform a second snow removal operation during or after the lunch hour. The second snow removal shall require prior authorization from the City. In the event of unusually heavy or prolonged snowfall, the City may request and authorize a third snow removal, subject to Contractor's availability.
6. Passenger-type vehicles, including pickups and other full-size vehicles equipped with snow plows, shall not be operated on sidewalks. Smaller vehicles, such as utility terrain vehicles (UTVs), that can be operated safely around pedestrian traffic may be allowed after review and written approval of the City. Walk-behind snow removal equipment is allowed.
7. Contractor shall not push or deposit snow into the public right-of-way without the City's prior coordination and express consent for each event. Contractor shall coordinate with City personnel regarding the removal and final disposition of snow from the District.
8. As part of each snow removal operation, all walk paths within the District shall be treated with ice melt products, except where new or recently replaced concrete exists. If new concrete exists, only sand may be used on the immediate surface and for a distance of twenty-five (25) feet in either direction from the new concrete.

9. Each participating business owner within the District shall have the right to select a preference of ice melt or sand to be used at the entrance of their storefront. Contractor shall apply materials in accordance with the preferences communicated by the business owner or the City.
10. Contractor shall not use road salt or rock salt to treat the walk paths.
11. The City reserves the right to direct or modify all snow removal operations upon notice to Contractor.
12. Pricing – The City shall compensate Contractor at a rate of Seven Hundred Twenty-Five Dollars (\$725.00) per snow event.

Weed Management Services

1. Contractor shall furnish the appropriate labor, equipment and materials to manage weed and vegetation growth for public grounds, rights-of way, parking lots, curbs, and other designated areas within the District in accordance with the following requirements.
2. Weed and vegetation management services require prior request or authorization from the City for each event. Contractor shall not perform weed and vegetation management services without receiving prior request or authorization from the City.
3. Upon receiving a request from the City, Contractor shall respond within **forty-eight (48) hours** and complete the requested work within an additional **twenty-four (24) hours** thereafter.
4. If herbicides or other chemicals are used, the Contractor shall plan and perform all applications to avoid runoff and ensure that any application of such chemicals is **fully dried no later than 8:00 a.m. or applied after 10:00 p.m.** No herbicide or other chemicals shall be used if there is a breeze exceeding five (5) miles per hour.
5. When weeds are physically removed, all remnants and debris shall be promptly gathered and properly disposed of. No remnants shall be deposited or left in the District.
6. Contractor may use weed-eating equipment; provided, however, all debris must be immediately gathered and disposed of, and any objectional staining of the concrete must be cleaned and removed.
7. Contractor shall not permit weeds in the District to exceed six inches (6”) in height at any time.
8. Pricing – The City shall compensate Contractor at a rate of Two Hundred Twenty-Five Dollars (\$275.00) per treatment.



Monthly Permit Report

08/01/2025 - 08/31/2025

Permit Number	Permit Date	Permit Type	Description	Owner Name	Parcel Address	Parcel Number	Total Fees	Construction Valuation	Primary Contractor
25-000226	8/6/2025	Building - R	Reroof	Steve Teget	915 Dundee Ct	760146229	\$ 50.00		Rafa Roofing
25-000227	8/6/2025	Building - R	Reroof	Michelle Blackman	949 Forest Ave	760009988	\$ 50.00		Rafa Roofing
25-000228	8/6/2025	Mechanical - R	Residential Remodel	Taylor Phipps	1217 Juniper Ave	760007691	\$ 27.00		Capitol Heating and Air
25-000229	8/6/2025	Building - R	Patio Cover	Norma Ibarra-Torres	558 Briar Ave	760051682	\$ 138.68	\$ 6,062.00	Homeowner
25-000230	8/6/2025	Plumbing - C	New Plumbing for Church	Crete Berean Church	395 Co Rd 2500	760048657	\$ 710.25	\$ 75,000.00	Wellman Plumbing
25-000231	8/8/2025	Curb Cut	Driveway Access	JLC Inc	1120 Jasmine Ave	760148733	\$ 25.00		Troyer Concrete
25-000232	8/8/2025	Curb Cut	Driveway Access	JLC Inc	1110 Jasmine Ave	760148734	\$ 25.00		Troyer Concrete
25-000233	8/8/2025	Building - R	New Single Family Home	Vermaas Construction	1850 Willow Lane	760148739	\$ 1,384.44	\$ 141,645.00	Vermaas Construction
25-000234	8/8/2025	Building - R	New Single Family Home	Vermaas Construction	1840 Willow Lane	760148738	\$ 1,599.96	\$ 170,967.00	Vermaas Construction
25-000235	8/11/2025	Building - C	New 8 plex Apartments	Joe Nerud	308 E 15th Street	760005397	\$ 1,571.12	\$ 544,900.00	Joe Nerud Construction
25-000236	8/11/2025	Building - R	Roof Over Trailer	Mario Lopez Juarez	2341 Ivy Ave #1	760143606	\$ 218.03	\$ 10,185.00	P Best Construction, LLC
25-000237	8/13/2025	Demo	Remove Shed	Mark Ostermeier	340 West 7th	760011036	\$ 25.00		Homeowner
25-000238	8/13/2025	Building - R	Roof Over Trailer	Socarro Karina Albarran	2341 Ivy Ave #17	760135835	\$ 182.00	\$ 10,000.00	Miguel Alvarez
25-000239	8/13/2025	Building - R	Add Egress Windows	Greg Kraus	1410 Doane Drive	760068135	\$ 99.50	\$ 2,500.00	Homeowner
25-000240	8/15/2025	Mechanical - R	Replace A/C and Furnace	Scott Kuncl	1132 Linden Ave	760008108	\$ 50.00		Milford A/C
25-000241	8/15/2025	Building - R	Reroof	Lyle Calkins	820 Franklin Dr	760017220	\$ 50.00		Rafa Roofing
25-000242	8/18/2025	Building - R	Reroof	Juan Ortiz	1041 Main Ave	760002991	\$ 50.00		Rafa Roofing
25-000243	8/19/2025	Plumbing - R	New Home Plumbing	Top Gun LLC	1044 Jasmine Ave	760148736	\$ 118.50		Ross Plumbing
25-000244	8/19/2025	Plumbing - R	New Home Plumbing	Top Gun LLC	1100 Jasmine Ave	760148735	\$ 118.50		Ross Plumbing
25-000245	8/21/2025	Building - R	14'x 20' addition on rear of house	Amy Meyer	359 Norman Ave	760014124	\$ 197.54	\$ 11,413.00	Crete Lumber
25-000246	8/21/2025	Plumbing - R	New Addition Plumbing	Amy Meyer	359 Norman Ave	760014124	\$ 42.25		Crete Lumber
25-000247	8/22/2025	Sign - C	Install Sign on Wall	City of Crete	243 E 13th Street	760007713	\$ -		Nebraska Sign Company
25-000248	8/26/2025	Building - R	40x42 Garage	Wesley Slater	240 Boswell Avw	760015473	\$ 461.00	\$ 35,364.00	Homeowner
25-000249	8/24/2025	Building - C	Single Stall Garage	CAMC	2910 Betten Drive	760049645	\$ 227.15	\$ 29,334.00	Sack Lumber Company
25-000250	8/27/2025	Fence - R	Install 48' of Fence Rear/Front	Lorene Horky	614 E 1st St	760014876	\$ 25.00		America Fence Company
25-000251	8/29/2025	Mechanical - C	New Duct work in Addition	Benne Museum	800 W 13th St	760050295	\$ 80.50		Hawk's Plumbing and Heating
25-000252	8/29/2025	Plumbing - R	New Home Plumbing	Anthony Fitzgerald	140 Sunset Ridge	760147690	\$ 247.00	\$ -	Hawk's Plumbing and Heating
							\$ 7,773.42	\$ 1,037,370.00	



Monthly Permit Report

09/01/2025 - 09/30/2025

Permit Number	Permit Date	Permit Type	Description	Owner Name	Parcel Address	Parcel Number	Total Fees	Construction Valuation	Primary Contractor
25-000253	9/2/2025	R - Mechanical	Heat Pump Replacement	Mario Perez	645 Dawn Circle	760052077	\$ 50.00		Luxury Comfort Solutions
25-000254	9/2/2025	R - Building	Front Porch Repair	Barb Stone	845 Norman Ave	760010706	\$ 105.00	\$ 3,000.00	Kellen Novak
25-000255	9/2/2025	R - Mechanical	SFH Mechanical	Blake Builders	16521 SW 128th Rd		\$ 50.00		Patriot Heating and Air
25-000256	9/3/2025	R - Plumbing	Sanitary Repair	Sandy Hager	1839 Boswell Ave	760003378	\$ 36.50		Hawk's Plumbing
25-000257	9/8/2025	R - Building	Partial Reroof	Angelica Ortiz	605 Main Ave	760012431	\$ 50.00		Rafa Roofing
25-000258	9/8/2025	R - Fence	Fence in Rear Yard	Nick Gnapp	1010 Grove	760008701	\$ 25.00		Privacy Fence Construction
25-000259	9/9/2025	R - Mechanical	Heat Pump Replacement	Blue Valley Community Action	2490 Forest Ave	760139342	\$ 50.00		Drake Refridgeration
25-000260	9/9/2025	R - Building	Egress window install	Doug Henning	245 W 5th St	760014159	\$ 138.75	\$ 4,250.00	Elite Egress
25-000261	9/11/2025	R - Demo	Demo House	Joe Nerud	308 E 15th St	760005397	\$ 25.00		Broken Arrow Excavating
25-000262	9/11/2025	R - Plumbing	Sanitary Repair	James Yost	2005 Blossom Pl	760146363	\$ 36.50		Wilber Plumbing
25-000263	9/12/2025	R - Building	Reroof	Wesley Klahn	620 Pine Ave	760012601	\$ 50.00		Rafa Roofing
25-000264	9/15/2025	R - Building	New SFM	Lacy Residence	150 Sunset Rd	760147689	\$ 2,522.21	\$ 751,528.58	BIC Custom Homes
25-000265	9/15/2025	R - Building	New Siding	Kristi Lorenz	831 Oak Ave	760010811	\$ 50.00	\$ 500.00	McKinnis Roofing
25-000266	9/16/2025	R - Sidewalk	Replace Sidewalk	George Steer	2240 Main Ave	760065535	\$ 25.00	\$ 500.00	Homeowner
25-000267	9/16/2025	R - Driveway	Replace Driveway	Greg Hier	1020 Crestline Ave	760019088	\$ 25.00	\$ 500.00	Jason Maly
25-000268	9/16/2025	R - Building	Egress window install	David Clevette	750 Iris Ave	760144068	\$ 83.00	\$ 1,600.00	Nebraska Carpentry Construction
25-000269	9/16/2025	R - Building	Egress window install	David Clevette	760 Iris Ave	760016607	\$ 83.00	\$ 1,600.00	Nebraska Carpentry Construction
25-000270	9/17/2025	R - Building	Install windows and siding	Gabriel Garcia	640 E 1st St	760014868	\$ 149.00	\$ 7,000.00	Homeowner
25-000271	9/18/2025	R - Mechanical	Replace A/C and Furnace	Robin McKercher	720 Goldenrod	760143970	\$ 50.00		John Henry's Heating and Air
25-000272	9/18/2025	R - Mechanical	Replace A/C and Furnace	Luis Mendez	1025 E 15th Street	760016186	\$ 50.00		John Henry's Heating and Air
25-000273	9/19/2025	R - Building	Home Reroof	Mario Tercero	906 Kingwood Ave	760009694	\$ 50.00		Rafa Roofing
25-000274	9/19/2025	R - Building	Fire Escape Stairs	Eimis Martell	844 Hawthorne Ave	760010307	\$ 110.50	\$ 3,500.00	Homeowner
25-000275	9/19/2025	R - Building	Replace Windows	Kevin Faltin	910 Dundee Ct	760146231	\$ 546.56	\$ 43,726.00	JL Stutzman Contracting
25-000276	9/22/2025	R - CurbCut	Curb Cut	Sack Lumber	2345 Fairway Dr	760148272	\$ 324.00		Crete Street Department
25-000277	9/23/2025	C - Septic	New Septic Tank	Crete Berean Church	395 Co Rd 2500	760048657	\$ 50.00		Southwick Sewer
25-000278	9/23/2025	C - Building	Add 10' to existing roof	Nestle Purina	2305 St Hwy 33	760082804	\$ 3,276.44	\$ 1,723,989.00	Ayars and Ayars
25-000279	9/24/2025	C - Building	Add a 24'x44' Addition	Dimas Adame	675 Arizona	760050961	\$ 170.94	\$ 16,200.00	Dimas Adame
25-000280	9/24/2025	R - Plumbing	Plumbing Remodel	Jose Reyes	1636 Juniper Ave	760004935	\$ 42.25		Craig Snyder
25-000281	9/24/2025	R - Fence	Fence in Yard	Cynthia Martinez	1115 Lakeshore Dr	760147694	\$ 25.00		American Fence
25-000282	9/25/2025	C - Sign	Sign Repair - Wind Damage	Casey's General Store	301 W 13th St	760000263	\$ 27.00		Superior Lighting
25-000283	9/25/2025	R - Building	Home Reroof	Heather Young	615 Oak Ave	760012563	\$ 50.00		Murray Roofing, LLC
25-000284	9/26/2025	R - Plumbing	Lawn Sprinklers	Jonathan Lopez	1145 E 20th Street	760145966	\$ 42.25		Wilber Plumbing/Homeowner
25-000285	9/26/2025	R - Plumbing	Lawn Sprinklers	Jonathan Lopez	1155 E 20th Street	760145855	\$ 42.25		Wilber Plumbing/Homeowner
25-000286	9/26/2025	R - Moving	Move in Garage	Jaime Adame Perez	544 Linden Ave	760013047	\$ 75.00		Ensor Movers
25-000287	9/30/2025	R - Building	New SFH	Crete Lumber and Farm	2138 Eastgate Dr	760147325	\$ 1,831.56	\$ 399,414.40	Crete Lumber and Farm
							\$ 10,317.71	\$ 2,957,307.98	



Monthly Permit Report

10/01/2025 - 10/31/2025

Permit Number	Permit Date	Permit Type	Description	Owner Name	Parcel Address	Parcel Number	Total Fees	Construction Valuation	Primary Contractor
25-000288	10/1/2025	Septic - R	Lagon for Residence	Troy and Darice Ross	2215 Lothrop Circle	760146475	\$ 50.00		Stutzman Excavating
25-000289	10/1/2025	Fence - R	Fence around property	Nathan Harms	2320 Forest Ave	760002096	\$ 25.00		Owner
25-000290	10/1/2025	Mechanical - R	New Home Mechanical	Ron Dittmer	2138 Eastgate Drive	760147325	\$ 50.00		Crete Lumber and Farm
25-000291	10/1/2025	Plumbing - R	New Home Plumbing	Ron Dittmer	2138 Eastgate Drive	760147325	\$ 126.50		Crete Lumber and Farm
25-000292	10/2/2025	Building - C	New 4-plex Apartments	Ron Dittmer	1011 E 20th Street	760049912	\$ 1,209.62	\$ 380,000.00	Crete Lumber and Farm
25-000293	10/2/2025	Plumbing - C	New 4-plex Apartments - Plumbing	Ron Dittmer	1011 E 20th Street	760049912	\$ 468.25	\$ 50,000.00	Crete Lumber and Farm
25-000294	10/2/2025	Mechanical - C	New 4-plex Apartments - Mechanical	Ron Dittmer	1011 E 20th Street	760049912	\$ 437.50	\$ 50,000.00	Crete Lumber and Farm
25-000295	10/2/2025	Right of way (ROW)	Parking area on City ROW	Bethlehem Lutheran Church	837 Hawthorne Ave	760010315	\$ 75.00		
25-000296	10/2/2025	Building - C	Parking area on City ROW	Bethlehem Lutheran Church	837 Hawthorne Ave	760010315	\$ 178.64	\$ 18,000.00	
25-000297	10/2/2025	Plumbing - R	Lawn Irrigation	Bevins	1240 Lakeshore Drive	760147705	\$ 42.25		Jindra Irrigation
25-000298	10/2/2025	Plumbing - R	Lawn Irrigation	Tim Bruha	2405 Fairway Drive	760148271	\$ 42.25		Jindra Irrigation
25-000299	10/2/2025	Septic - R	Replace Septic System	City of Crete (Airport)	2429 F Rd	760051453	\$ -		Southwick Liquid Waste
25-000300	10/3/2025	Plumbing - R	New Water service	Troy Ross	1024 Franklin Dr	760148780	\$ 36.50		Ross Plumbing
25-000301	10/3/2025	Zoning Compliance Certificate	Zoning Complicance for Renovation	Nestle Purina	2305 St Hwy 33	760082804	\$ 50.00		
25-000302	10/6/2025	Mechanical - C	Mechanical Renovation	Nestle Purina	2305 St Hwy 33	760082804	\$ 679.50	\$ 93,000.00	Prairie Mechanical
25-000303	10/6/2025	Mechanical - R	New Home Mechanical	Sack Lumber	2345 Fairway Drive	760148272	\$ 50.00		Hawk's Plumbing and Heating
25-000304	10/7/2025	Fence - C	Fence around Old Creamery Property	Graincraft	1501 Linden Ave	760006326	\$ 25.00		American Fence
25-000305	10/7/2025	Plumbing - R	New meter and backflow Device	Troy and Darice Ross	1024 Franklin Dr	760148780	\$ 26.25		Ross Plumbing
25-000306	10/7/2025	Plumbing - R	New Water Heater	Lee Krasser	1415 Hawthorne Ave	760006008	\$ 26.25		Hawk's Plumbing and Heating
25-000307	10/7/2025	Mechanical - R	Replace Furnance and A/C	Lee Krasser	1415 Hawthorne Ave	760006008	\$ 50.00		Hawk's Plumbing and Heating
25-000308	10/10/2025	Mechanical - C	New HVAC for Business	Joe Nerud	1615 Hawthorne Ave	760004765	\$ 237.50	\$ 7,000.00	Wilber Plumbing and Heating
25-000309	10/10/2025	Mechanical - C	Replace A/c Unit	City of Crete (Wastewater)	742 St Hwy 103	760122709	\$ -		Wilber Plumbing and Heating
25-000310	10/10/2025	Plumbing - R	Replace Water Heater	Jaime Castaneda	1145 Crestline Drive	760074240	\$ 26.25		Hawk's Plumbing and Heating
25-000311	10/10/2025	Building - R	Concrete Patio in side yard	Ana Dimas	1055 E 20th Street	760145803	\$ 65.55	\$ 1,018.40	Owner
25-000312	10/14/2025	Building - R	80 sf Shed	Dale Strehle	115 W 24th Street	760001723	\$ 80.12	\$ 1,504.00	Owner
25-000313	10/14/2025	Right of way (ROW)	Parking area on City ROW	Joe Nerud	308 E 15th Street	760005397	\$ 75.00		
25-000314	10/15/2025	Plumbing - R	New Gas Plumbing for Generator	Terri Pierce	306 E 22nd Street	760002185	\$ 34.25		Hawk's Plumbing and Heating
25-000315	10/16/2025	Fence - R	Fence in Backyard	Caleb Trethway	1937 Eastgate Drive	760147334	\$ 25.00		Owner
25-000316	10/16/2025	Mechanical - C	Install Radiant Heaters	Blaine Spanyer	840 W 13th Street	760050325	\$ 237.50	\$ 7,500.00	Owner
25-000317	10/17/2025	Building - R	Replace Front Porch	Gerardo Mendez	108 Ivy Ave	760014949	\$ 127.00	\$ 5,000.00	Owner
25-000318	10/20/2025	Septic - R	Install Lagoon for Residence	Travis Holthfeld	476 Co Rd 2100	760049432	\$ 50.00		Landon Olena
25-000319	10/20/2025	Building - R	Install Deck	Jackie Rut	525 Forest Ave	760013330	\$ 94.32		Sack Lumber
25-000320	10/20/2025	Mechanical - R	Replace Furnance and A/C	Cindy Wanek	944 Forest Ave	760086729	\$ 50.00		Hawk's Plumbing and Heating
25-000321	10/22/2025	Fence - R	Install Fence in Rear Yard	Eliasar Escobar	1441 Boswell Ave	760005818	\$ 25.00		Owner
25-000322	10/22/2025	Fence - C	Install Fence in Rear Yard	Ron Dittmer	938 Sycamore Ave	760147352	\$ 25.00		Crete Lumber and Farm
25-000323	10/23/2025	Mechanical - R	Replace A/C and Furnance	Sacred Heart Catholic Church	525 E 13th Street	760007551	\$ 50.00		Hawk's Plumbing and Heating
25-000324	10/23/2025	Fence - R	Install Fence in Rear/Side Yard	Ron Dittmer	1725 Timothy Circle	760145718	\$ 25.00		Crete Lumber and Farm
25-000325	10/24/2025	Plumbing - C	New plumbing for 8 plex	Joe Nerud	308 E 15th Street	760005397	\$ 468.25	45000	Wilber Plumbing and Heating
25-000326	10/24/2025	Building - Reroof	Replace Roof	Pat Rose	612 E 13th Street	760007128	\$ 50.00		J & K Exteriors
25-000327	10/27/2025	Building - R	Replace Front Porch	Karen Hrdlicka	620 Ivy Ave	760012059	\$ 149.00	7000	Wes Slater
25-000328	10/27/2025	Fence - R	Replace 4' fence with 6'	Daniel Connell	641 Hawthorne Ave	760012032	\$ 25.00		Owner
25-000329	10/27/2025	Building - R	Replace existing front Porch	Virgil Skala	836 Ivy Ave	760010331	\$ 149.00	7000	Owner
25-000330	10/30/2025	Building - R	Finish Basement (one wall)	Balivina Bolte	1205 E 20th Street	760145856	\$ 50.00	500	Owner
25-000331	10/31/2025	Building - Reroof	New Metal Roof on back Porch	Laura Gammel	753 Nebraska 103	760122768	\$ 50.00		McKinnis Roofing
25-000332	10/31/2025	Building - R	Driveway and Sidewalk	Kevin Koopman	625 Oak Ave	760012555	\$ 50.00		Chavez Concrete
							\$ 5,867	\$ 672,522	



CRETE PLANNING COMMISSION MEETING

May 19th, 2025 at 7:00 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

Ryan Jindra:	Absent
Jay Quinn:	Absent
Drew Rische:	Absent
Carely Adame Ortiz:	Present
Dave Jurena:	Present
Justin Kozisek:	Present
Scott Kunch:	Present
Jennifer Robison:	Present
Jeff Wenz:	Present

Present: 6, Absent: 3.

City Administrator Tom Ourada was present but did not vote.

Also present: City Attorney Anna Burge, Building Inspector Trent Griffin, City Clerk Nancy Tellez, Chad Eggerbraaten, Finance Director Wendy Thomas arrived at 7:02 p.m.

3. Items of Business

3.A. Approve Planning Commission Minutes

3.A.1. April 28th, 2025 Minutes

Approved the April 28th, 2025 Minutes Carried with a motion by Scott Kuncl and a second by Jeff Wenz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

3.B. Public Hearing on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2

Opened the Public Hearing at 7:01 p.m. on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Scott Kuncl and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

City Administrator Tom Ourada stated that they have been in contact with the owner. This Zoning Change Request is contiguous with the rest of the properties that were recently rezoned to C-2.

Ourada explained that the only concern was that the owner would like storage units and people had mentioned that might generate more traffic. Ourada did inform the people with the concern know that is a county road and not a city road and no one was eager to annex.

Closed the Public Hearing at 7:04 p.m. on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Jennifer Robison and a second by Scott Kuncl.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

3.C. Public Hearing on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2

Opened the Public Hearing at 7:06 p.m. on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Scott Kuncl and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

City Administrator Tom Ourada explained that the public hearings are held first to get the public input about the zoning changes and the proposed future land use zoning map amendment.

Closed the Public Hearing at 7:07 p.m. on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Carely Adame Ortiz and a second by Scott Kuncl.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye
Aye: 6, No: 0

3.D. Consider a recommendation to the City Council on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2

Recommend to the City Council on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Jennifer Robison and a second by Carely Adame Ortiz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye
Aye: 6, No: 0

3.E. Consider a recommendation to the City Council on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2

Recommend to the City Council on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Justin Kozisek and a second by Scott Kuncl.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye
Aye: 6, No: 0

3.F. Public Hearing on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1

Opened the Public Hearing at 7:10 p.m. on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncl and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye
Aye: 6, No: 0

City Administrator Tom Ourada stated that the applicant would like the setbacks from I-2 to I-1. Ourada stated that this is contiguous and with the land use of the area. Chad Eggerbraaten stated that he works at Enerlux Windows and he also lives next to the property and he is there as an employee of Enerlux Windows.

Closed the Public Hearing at 7:13 p.m.on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Carely Adame Ortiz and a second by Jennifer Robison.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

3.G. Public Hearing on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106

Commonly Known AS 1530 Pine Ave from I-2 to I-1

Opened the Public Hearing at 7:13 p.m. on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncel and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

City Administrator Tom Ourada explained that the VAC. Alley in the description stands for vacated alley.

Closed the Public Hearing AT 7:14 p.m. on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncel and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

3.H. Consider a recommendation to the City Council on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1

Recommend to the City Council on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncel and a second by Jennifer Robison.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

3.I. Consider a recommendation to the City Council on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1

Recommend to the City Council on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Jennifer Robison and a second by Carely Adame Ortiz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye,

Jennifer Robison: Aye, Jeff Wenz: Aye
Aye: 6, No: 0

4. Officers' Reports

City Administrator Tom Ourada stated that he gave the zoning work that City Attorney Anna Burge completed to Jeff Ray with JEO. Once Ray gets it back to Ourada he will bring it to the Planning Commission for a recommendation to the City Council.

Ourada stated that the City of Crete has not been having great success with housing grant applications and are looking into getting a new housing study completed. The Nebraska Investment Finance Authority (NIFA) might be able to help with 50% of the cost of the housing study.

The Crete Housing & Community Development Corporation Meeting will be held in the first week of June.

5. Adjournment

The meeting adjourned at 7:21 p.m.



CRETE PLANNING COMMISSION MEETING

August 4th, 2025 at 7:00 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

Carely Adame Ortiz:	Absent
Scott Kunch:	Absent
Jay Quinn:	Absent
Drew Rische:	Absent
Ryan Jindra:	Present
Dave Jurena:	Present
Justin Kozisek:	Present
Jennifer Robison:	Present
Jeff Wenz:	Present

Present: 5, Absent: 4.

City Administrator Tom Ourada was present but did not vote.

Also present: City Attorney Anna Burge, City Clerk Nancy Tellez, Anthony Fitzgerald, and Chris Craven.

3. Items of Business

3.A. Approve Planning Commission Minutes

Approved Planning Commission Minutes Carried with a motion by Jennifer Robison and a second by Justin Kozisek.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

3.B. Public Hearing on proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

Opened Public Hearing at 7:02 p.m. on proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2 Carried with a motion by Justin Kozisek and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

City Administrator Tom Ourada stated that this request is to be able to reconfigure the lot lines on two parcels of land on South Boswell from two lots to three lots. To be able to do this the lots have to be R2 and they are asking for rezoning from R1 to R2.

Property owner Anthony Fitzgerald stated that he would like to redo the lot lines from two lots to three lots. He stated that the lot sizes conform to current City of Crete guidelines for R-2. Fitzgerald stated that there are utilities present.

Ourada stated that in order to do an administrative subdivision, this would have to be rezoned.

Closed Public Hearing at 7:10 p.m. on proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2 Carried with a motion by Justin Kozisek and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

3.C. Consider the proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

Recommend to the City Council the proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2 Carried with a motion by Justin Kozisek and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

3.D. Public Hearing on proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

Opened Public Hearing at 7:14 p.m. on proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

Carried with a motion by Jennifer Robison and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

City Administrator Tom Ourada stated that this is to amend the land use map.

Closed Public Hearing at 7: 15 p.m. on proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

Carried with a motion by Justin Kozisek and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

3.E. Consider the proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

Recommend to the City Council the proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2 Carried with a motion by Justin Kozisek and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 5, No: 0

3.F. Discussion on City of Crete Managed Landscape Policy

City Administrator Tom Ourada stated that he was approached by Mr. Craven. Ourada encouraged him to submit the Managed Landscape Policy starting with the Planning Commission. This is for discussion and action can be taken at a later meeting.

Chris Craven introduced himself and stated that he lives at 1342 Grove Ave. He stated he is interested in native plants and this is to allow alternative landscaping.

Ourada stated that there is no way of addressing this in Ordinance but looking at something would be prudent.

3.G. Review and Consider Ordinance 2251 Amending fencing regulations

City Administrator Tom Ourada stated that right now open weave fence is required. This amendment is for a change in the Ordinance to state that fences may be closed weave in the front yard if the fence is placed no closer to the street than the front of the face of the house.

The Planning Commission discussed this item and decided to table until the next meeting.

Tabled to Review and Consider Ordinance 2251 Amending fencing regulations Tabled with a motion by Justin Kozisek and a second by Ryan Jindra.

Ryan Jindra: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Jennifer Robison: Aye, Jeff Wenz:
Aye
Aye: 5, No: 0

4. Officers' Reports

City Administrator Tom Ourada stated that they are still working on zoning. Ourada spoke with Mayor Bauer about another consultant. Ourada will send the Planning Commission members examples of work by this consultant.

5. Adjournment

The meeting adjourned at 7:37 p.m.



CRETE PLANNING COMMISSION MEETING

August 25th, 2025 at 7:00 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

Carely Adame Ortiz:	Present
Scott Kunch:	Present
Jay Quinn:	Absent
Drew Rische:	Present
Ryan Jindra:	Absent
Dave Jurena:	Present
Justin Kozisek:	Absent
Jennifer Robison:	Present
Jeff Wenz:	Present

Present: 6, Absent: 3.

Jay Quinn arrived at 7:06 p.m.

City Administrator Tom Ourada was present but did not vote.

Also present: Building Inspector Trenton Griffin, City Clerk Nancy Tellez, and Chris Craven.

3. Items of Business

3.A. August 4th, 2025 Meeting Minutes

Approved Planning Commission Minutes Carried with a motion by Jennifer Robison and a second by Jeff Wenz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Drew Rische: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye, Scott Kuncl: Aye

Aye: 6, No: 0

3.B. Review and Consider Ordinance 2251 Amending fencing regulations

City Administrator Tom Ourada explained the amendment on Section 11-502 of Ordinance 2251. Ourada explained that the fence may be closed weave in the front yard if the fence is placed no closer to the street than the front face of the house. Ourada showed the Planning Commission members some pictures of examples of houses with closed and open weave fences. After having a discussion on the wording of the proposed amendment, it was decided that the Planning Commission would table this item. It would be referred back to the City to be written in clear language.

Drew Rische motioned and Scott Kuncl seconded to table Ordinance 2251 Amending fencing regulations so the City can rewrite.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Drew Rische: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye, Jay Quinn: Aye, Scott Kuncl: Aye

Aye: 7, No: 0

4. Petitions - Communications - Citizen Concerns

Chris Craven addressed the Planning Commission to give thanks for the discussion at the last meeting. Craven provided a summary of the Managed Landscape Policy to the members that were not at the last Planning Commission meeting.

5. Officers' Reports

City Administrator Tom Ourada stated that Jeff Ray is leaving JEO. Ourada is going to be reaching out to Keith Marvin with Marvin Planning Consultants, Inc for the zoning work.

Planning Commission Chair Dave Jurena stated that there would be a JEO Housing Study meeting on Tuesday, August 26th, 2025 at the Crete Carrier Community Room from 12:00p.m.-1:00p.m.

6. Adjournment

The meeting adjourned at 7:31 p.m.



CRETE AIRPORT ADVISORY BOARD MEETING

June 20th, 2024 at 8:15 AM
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

Greg Hier: Present
Kirk Keller: Absent
Howard Nitzel: Present
Blaine Spanjer: Present
James Dux: Absent
Present: 3

Also present: City Administrator Tom Ourada, Chris Corr, City Attorney Anna Burge, Finance Director Wendy Thomas, City Clerk Nancy Tellez

3. Items of Business

3.A. Approve April 11th, 2024 Meeting Minutes

Howard Nitzel motioned to approve the minutes seconded by Greg Hier

4. Officers' Reports

Chris Corr stated that he has a draft agreement for the hangar door project. He is going to put together a plan of what is what is wanted and needed. Corr mentioned 44 hours of design and going out to measure will be about \$8,500. The evaluation and electrical is not included. Corr stated \$3,000 for bidding/solicit and to attend the bid opening.

City Administrator Tom Ourada stated that the grant loan programs pays half. Ourada also mentioned that by state law the plans need the bid stamp. Ourada also stated that the deadline to meet expectations.

Chris Corr asked about re-sheeting the north side of the building and if that should also be included as a bid time to sheet four feet of the bottom of the building. Ourada mentioned that could be an alternative option and a separate line item.

Ourada stated that the agreement could be approved next month since it was not on the agenda.

City Administrator Tom Ourada stated that they will look at the budget next meeting for next year's activities.

4.A. Airport Manager Report

Airport Manager Will White provided an update. White stated that the mower is working. He has been working on moving dirt and there are possibly two piles that need to be burned. There is a hangar that has opened up and he will be going through the waiting list.

4.B. Crete Fuel Report

The fuel report was presented to the advisory board

5. Petitions - Communications - Citizen Concerns

6. Adjournment

The meeting adjourned at 8:58 a.m.



CRETE AIRPORT ADVISORY BOARD MEETING

July 11th, 2024 at 8:15 AM
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

Greg Hier: Absent
Kirk Keller: Present
Howard Nitzel: Present
Blaine Spanjer: Present
James Dux: Absent
Present: 3

Also present: City Administrator Tom Ourada, City Attorney Anna Burge, Finance Director Wendy Thomas, City Clerk Nancy Tellez

IT Director Mike Kalkwarf arrived at 8:20 a.m.

3. Items of Business

3.A. Approve June 20th, 2024 Minutes

Howard Nitzel motioned to approve the minutes seconded by Kirk Keller

3.B. Budget discussion

City Administrator Tom Ourada stated that this is where the budget is at and they can start looking where they want to alter for next year. Howard Nitzel mentioned that the expenses they have no control over and the income that is coming in is the most income that has ever come in. Ourada stated that it probably is but they need more. Ourada explained that the hospital has approached the City of Crete, and they want \$70,000 more a year than they were getting for paramedic services. Ourada also explained that the fire department have been working on a building expansion with a USDA loan funds. They had a preliminary discussion and thought about 3 million dollars over 40 years with a 4% interest. That would be just over \$200,000 a year. They would like to have two stories and sleeping quarters. The building architect they spoke to mentioned that it would be closer to 8 million dollars and that would be approaching half a million a year. There is no way to afford that. One of them is talking about getting paid for the paramedics. If we say just the paramedics, that would be \$800,000 a year. Everybody likes to compare us to Seward and we don't have the revenue Seward has. We have revenue more like what Schuyler has. The nearest partially paid department is York and Beatrice. If the Council does anything other than what we plan with the grant it would cut into other departments and it won't balance. Kearney is a volunteer department and they have a larger population.

Ourada explained the Budget sheet they were reviewing and stated that the transfer in is the federal aid. Nitzel stated that they have \$125,000 income from the airport. Ourada explained that Beatrice just took over their airport and Seward's airport is still under the Airport Authority and he isn't sure if they get anything from the city. Both of what the hospital and fire department are planning are annual expenses not a onetime expense.

Ourada mentioned that they will need an action next month and will need to raise hanger rents. They will need to decided if the airport will manage the fuel.

3.C. Lease agreement and term discussion

Blaine Spanjer mentioned that they will need to look at the farm lease which is up for bids. The AirMethods lease is also going to be up in December 2025 the Second Amendment. City Administrator Tom Ourada mentioned possibly having AirMethods be in the FBO hangar until the door is done during construction. Spanjer asked if they plan to do a hangar door comparison.

Mike Kalkwarf asked if there is a waiting list and when was the last time, they raised the hangar rent. Ourada mentioned that if they do comparability they need to drill into different things. Spanjer stated that there is room for increasing the hangar rent.

City Attorney Anna Burge stated that they are redoing the lease and they will pass it around in the future and in January they will get everyone in the new lease. They are going to be doing month to month with any new tenants. They are also going to be changing how frequently people are able to make payments. Spanjer requested a sheet with the hangar rates.

3.D. Consider the agreement with Olsson Engineering on the hangar door project.

City Administrator Tom Ourada stated that they don't have an agreement from Olsson yet and the proposed agreement is overpriced.

3.E. Airport storage/end unit insurance discussion

City Administrator Tom Ourada stated that in talking with City Attorney Anna Burge stated that insurance cover the contents but not liability if something happens. Burge stated that with a homeowner's policy it will cover liability on their premises but does not cover liability. It

will not cover the personal property that is stored off and causes damage to other property. Burge added that they require all airplane hangars to carry \$1 million to \$3 million of insurance. With a general liability policy there is more protection.

4. Officers' Reports

4.A. Airport Manager Report

Airport Manager Will White stated that AirMethods called and they had water in their fuel. Aaron went the next day and tested the fuel and found no water. AirMethods stated they have been instructed not to get fuel there anymore.

White stated they got a new gearbox for the mower.

Blaine Spanjer and Howard Nitzel asked about the possibility of getting an agreement with the Ag business that stops at the airport and let them know they can't be loading out of the airport until there is an agreement.

4.B. Fuel Report

5. Petitions - Communications - Citizen Concerns

6. Adjournment

9:42 a.m.



CRETE AIRPORT ADVISORY BOARD MEETING

August 8th, 2024 at 8:15 AM
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

Greg Hier: Present
Kirk Keller: Present
Howard Nitzel: Present
Blaine Spanjer: Present
James Dux: Absent
Present: 4

Also present: City Administrator Tom Ourada, Chris Corr, City Attorney Anna Burge, Finance Director Wendy Thomas, City Clerk Nancy Tellez

3. Items of Business

3.A. Approve July 11th, 2024 Minutes

Howard Nitzel motioned to approve the amended minutes and Greg Hier seconded the motion.

3.B. Consider the Application for Special Event Permit SE24-07 Chamber BBQ at the Crete Municipal Airport Hangar

City Administrator Tom Ourada stated that this event has taken place in the past and the Chamber has included the insurance along with the application. Airport Manager Will White mentioned that he will be there during the event.

Kirk Keller motioned to approve the Special Event Permit SE24-07 and Howard Nitzel seconded the motion.

3.C. Consider the Application for Special Event Permit SE24-08 AO Alumni Homecoming

Howard Nitzel motioned to approve the Special Event Permit SE24-08 AO Alumni Homecoming and Kirk Keller seconded the motion.

3.D. Consider Hangar Door Engineering

Chris Corr stated he had spoken to the Airport Advisory Board and City Administrator Tom Ourada about pulling some of the bidding costs and removing them completely or moving those costs into the construction/administration fees. Airport Advisory Board member Blaine Spanjer asked if the Board will need a new agreement to approve for the next meeting. Chris Corr mentioned he would send a copy to City Administrator Tom Ourada. Ourada stated that he might ask JEO since they are the City Engineers if they can do it under their agreement with the City.

Discussion was held on what projects the Airport Advisory Board would like to ask funding for. Spanjer stated that the Airport Advisory Board could ask for the hangar and if that isn't approved then moving forward with the 240 parallel taxiway.

Corr stated that a consultant looked at the fuel system and there were two concerns. The first concern was with the single point fuel in the hose is probably the original when it was set up and the former doing the maintenance on the fuel facility and needs to cycle that fuel to pump it through. The second concern was making sure the water is being pulled out of the tank.

4. Officers' Reports

City Administrator Tom Ourada passed out the new budget to the Airport Advisory Board.

Kirk Keller motioned and Howard Nitzel seconded to approve the budget.

4.A. Airport Manager Report

5. Petitions - Communications - Citizen Concerns

6. Adjournment

9:15 a.m.