

Historic Preservation Commission Meeting
Tuesday, March 10, 2026 9:00 AM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

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

2.A. Participate in Zoom Training

3. Items of Business

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

3.A. New Business

3.A.1. February 24th, 2026 Minutes

3.A.2. Consider the Application for Request For A Certificate Of Appropriateness Form

3.A.3. Consider the 2025 CLG Annual Report

3.B. Old Business

4. 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.

5. 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.

5.A. Chairperson's Report

5.B. Director's Report

6. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was

called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.



HISTORIC PRESERVATION COMMISSION

February 24th, 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

Janet Jeffries	Present
Jennifer Robison	Absent
Scott Kuncel	Present
Tom King	Present
Thom Reeves	Absent

Also present: City Administrator Tom Ourada, Finance Director Wendy Thomas, City Clerk Nancy Tellez, and there were other City employees from various departments.

3. Items of Business

3.A. New Business

3.A.1. January 7th, 2026 Minutes

Scott Kuncel motioned and Janet Jeffries seconded to approve the January 7th, 2026 minutes.
Scott Kuncel: Aye, Tom King: Aye, Janet Jeffries: Aye

3.A.2. Election of Officers

City Administrator Tom Ourada explained that there could be a motion to approve the slate as it is with no changes.

Janet Jeffries motioned and Scott Kuncl seconded to approve the slate as it with no changes keeping Tom King as President and Janet Jeffries as Vice President.

Scott Kuncl: Aye, Tom King: Aye, Janet Jeffries: Aye

3.A.3. Consider Annual Report

Discussion was held on the Annual Report. City Administrator and Commission Director Tom Ourada provided a copy of the Annual Report. Commission President Tom King also provided a copy he filled out and Commission Vice President Janet Jeffries provided input she would like included in the Annual Report. Ourada mentioned that the input provided would be summarized and included in the Annual Report, and it would be on the agenda for the next meeting.

3.A.4. Consider changing the meeting time to 6:00 p.m.

Scott Kuncl motioned and Janet Jeffries seconded to approve changing the meeting time to 6:00 p.m.

Scott Kuncl: Aye, Tom King: Aye, Janet Jeffries: Aye

3.B. Old Business

Janet Jeffries mentioned adding the form for the Application for Request For A Certificate Of Appropriateness on the next meeting agenda.

4. Petitions - Communications - Resident Concerns

5. Officers' Reports

5.A. Chairperson's Report

5.B. Director's Report

Discussion was held on the park bandstand. Jeffries stated that she had heard from someone that the City of Crete was planning to possibly remove the bandstand. Ourada explained that a grant application was submitted for the CCCFF program for restrooms, a pavilion and playground equipment.

City Administrator Tom Ourada stated that if the Commission would like to view the virtual Local Landmark Training for CLGs at City Hall that would be a meeting and Notice will have to be given in case there is a quorum.

The next Historic Preservation Commission meetings will be on Tuesday, March 10th, 2026, at 9:00 a.m. and Monday March 16th 2026, 26 at 6:00 p.m.

6. Adjournment

Scott Kuncl motioned and Janet Jeffries seconded to adjourn the meeting at 7:12 p.m.

Scott Kuncl: Aye, Tom King: Aye, Janet Jeffries: Aye

CLG Annual Report – 2025

Each CLG shall submit an annual report of commission activities during the previous calendar year.

Please submit completed reports by March 31, 2026 to:
Kelli Bacon, Certified Local Government Coordinator, kelli.bacon@nebraska.gov
Nebraska State Historical Society
State Historic Preservation Office

Municipality:

Date:

Please answer the following questions based on commission activities during calendar year 2025 (January 1, 2025 through December 31, 2025).

Ordinance and Commission

- | | | |
|-----|----|---|
| Yes | No | Were amendments made to the local ordinance? If so, please describe the changes and attach a copy of the amendment. |
| Yes | No | Did the commission have at least five (5) members (full membership)? If not, please explain. |

List all current commission members. Identify members who meet professional qualification standards and in what area they qualify (history, architectural history, architecture, landscape architecture, archeology, planning, urban design, folklore, curation, conservation, American studies, American civilization, cultural geography or cultural anthropology or related disciplines).

- | | | |
|-----|----|--|
| Yes | No | Were any new members added to the commission? If yes, please attach resume(s). |
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How many meetings did the commission hold during the previous calendar year? What were the dates of the meetings?

- | | | |
|-----|----|--|
| Yes | No | Did the commission meetings comply with open meeting act requirements? |
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- | | | |
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| Yes | No | Did the commission prepare agendas and minutes of the meeting? |
| Yes | No | Did the commission/staff send meeting minutes sent to SHPO in a timely manner? If not, please attach. |
| Yes | No | Did any commission members attend educational trainings pertaining to historic preservation as it relates to CLG program activities, duties, and requirements? If yes, please list the commission member(s), program(s), date(s), and location(s). |

Staff

Who within local government provides staffing to the commission? Please list name and title.

What are the duties and responsibilities of this person?

- | | | |
|-----|----|--|
| Yes | No | Did any staff members attend educational trainings pertaining to historic preservation as it relates to CLG program activities, duties, and requirements? If yes, please list the staff member(s), program(s), date(s), and location(s). |
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Survey/Evaluation

- | | | |
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| Yes | No | Did the commission or staff conduct any survey activities? If yes, list the number of contributing or individual properties added to the local government's survey and inventory. Please attach any updated surveys/inventories. |
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Local Landmark Designation / National Register of Historic Places

How many properties were locally landmarked? Please list.

How many landmarks were delisted? Please list.

How many requests did the CLG receive for National Register nominations and/or technical assistance from property owners or their representative? Please list the type of request and name of properties.

Yes No Did the commission/staff prepare any National Register nominations? If yes, please list the name of each nomination.

Yes No Did the commission/staff review or act upon any National Register nominations from other sources? if yes, please list the name of each nomination.

Yes No Did the commission/staff prepare any "Part 1" applications for tax certification? If yes, please list each property.

Planning

Yes No Did the commission/staff develop or initiate any local plans including comprehensive planning elements, preservation plans, zoning regulations, etc? If yes, please describe.

Yes No Did the commission/staff consult the Nebraska State Historic Preservation Plan in the development of these planning activities? Please describe.

Public Participation/Public Education

Yes No Did the commission/staff conduct or initiate any educational projects, programs, publications, or activities? If yes, please list and describe

Yes No Does the commission have a website? If so, what is the address? What documents and other information are available?

Other Activities

- | | | |
|-----|----|--|
| Yes | No | Did the commission/staff forward any Valuation Incentive Program applications to SHPO? If yes, list each property. |
| Yes | No | Did the commission/staff forward any Nebraska Historic Tax Credit applications to SHPO? If yes, list each property. |
| Yes | No | Did the commission/staff forward any federal historic tax credit applications to SHPO? If yes, list each property. |
| Yes | No | Did the commission/staff review and comment on any Federal undertakings (Section 106)? If yes, list how many and identify which Federal program/agency (CDBG, USDA, etc.) |
| Yes | No | Did the commission/staff review any financial or other incentives for property owners for conformance to historic preservation standards? If yes, please list and explain. |
| Yes | No | Did the commission/staff review any cases or design review or demolition? If yes, please list and explain. |

Local Preservation Issues / Goals

What were the preservation commission's most significant issues discussed, problems encountered, or accomplishments this previous calendar year?

What are your local historic preservation goals for this current calendar year?

Are there any specific areas or issues where your commission could use greater technical assistance from SHPO?

In what areas would the commission like to see additional training provided by the SHPO? How would you like to see the training delivered?

In what other ways can SHPO better assist the commission?