

ED/LB840 Advisory Board Meeting
Thursday, May 7, 2026 2:00 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. **Open Meeting**

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

2. **Roll Call**

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

3. **Consent Agenda**

The Advisory Board will consider approval of the following items. Explanation may occur for each item and the council may approve and or amend and approve the items listed.

3.A. Meeting Minutes

Review the minutes from the previous meeting

3.A.1. April 17th, 2026 ED/LB840 Advisory Board Minutes

3.B. Financial Report

Review monthly financial reports

4. **Special Order of Business**

The Advisory Board may take action to hear testimony in favor of or in opposition to, discuss/limit discussion and take action to approve or disapprove a recommendation to the City Council on any matter presented under this title.

4.A. City of Crete Economic Development Plan

Review activities within the scope of the City of Crete Economic Development Plan adopted in 2011 and amended from time to time

4.A.1. Status of Investments with Performance Requirements

Review the grant awards with performance requirements

4.A.2. Housing

Review housing activities within the scope of the Crete Economic Development Plan

4.B. Applications for Consideration

Review applications that have been processed and ready for consideration of recommendations to the City Council

4.B.1. Consider the LB840 application from Penny's Pet Wash

4.C. Application Introductions

Review and discuss applications that have been submitted for staff review

5. **Officers' Reports**

Reports may be given by Department Heads, other Committees and Advisory Board members concerning current operations of the City. Questions may be asked and answered. No action can be taken by the Advisory Board on matters presented under this title except to answer any question posed and to refer the matter for further action.

6. **Adjournment**

The Advisory Board will review the above matters and take such actions as they deem appropriate. The Advisory Board may enter into closed session to discuss any matter on this agenda when it is determined by the Advisory Board that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of an individual and if such and individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be

excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.



CRETE ED/LB840 ADVISORY BOARD MEETING

April 17th, 2026 at 2:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Manny Dimas: Present
Ken Marvin: Present
Veronica Ortiz: Present
Liz Umana: Absent
Jaden Hilkemann: Present
Present: 4, Absent:1

3. Consent Agenda

3.A. Meeting Minutes

3.A.1. February 26th, 2026 ED/LB840 Advisory Board Minutes

Ken Marvin motioned and Jaden Hilkemann seconded to approve the February 26th, 2026 meeting minutes.

Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye, Veronica Ortiz: Aye

3.B. Financial Report

City Administrator Tom Ourada went through the Financial Report and explained that everything is the same from the last meeting. Ourada also explained the Opportunity Zones Program and added that the City of Crete is going to be submitting an application for the designation.

4. Special Order of Business

4.A. City of Crete Economic Development Plan

4.A.1. Status of Investments with Performance Requirements

4.A.2. Housing

4.B. Applications for Consideration

4.B.1. Consider Cristina's amended LB840 application

City Administrator Tom Ourada explained that this amended application is for an ice machine and the amount of the application is not going up since they had not spent the total amount approved from the original application. They needed to amend the application to add the ice machine, which is an allowable expense.

Ken Marvin motioned and Manny Dimas seconded to approve to recommend to the City Council the amended LB840 Application from Cristina's Family Restaurant.

Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye, Veronica Ortiz: Aye

4.B.2. Consider the LB840 application from Pinnacle Bank for Business Infrastructure Improvements

City Administrator Tom Ourada explained that the City Council had a lot of discussion on the applications for Business Infrastructure Improvements. Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Manny Dimas motioned and Ken Marvin seconded to approve to recommend to the City Council the LB840 Application from Pinnacle Bank for Business Infrastructure Improvements the amount of \$2,884.50

Jaden Hilkemann: Aye, Ken Marvin: Aye, Veronica Ortiz: Aye, Manny Dimas: Aye,

4.B.3. Consider the LB840 application from Heath Properties, LLC for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Ken Marvin motioned and Jaden Hilkemann seconded to approve to recommend to the City Council the LB840 Application from Heath Properties, LLC for Business Infrastructure Improvements the amount of \$4,251.84

Jaden Hilkemann: Aye, Ken Marvin: Aye, Veronica Ortiz: Aye, Manny Dimas: Aye,

4.B.4. Consider the LB840 application from Ruby Mendez for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Jaden Hilkemann motioned and Ken Marvin seconded to approve to recommend to the City Council the LB840 Application from Ruby Mendez for Business Infrastructure Improvements the amount of \$1,417.28

Veronica Ortiz: Aye, Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye,

4.B.5. Consider the LB840 application from Pallett Real Estate Properties, LLC for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Manny Dimas motioned and Veronica Ortiz seconded to approve to recommend to the City Council the LB840 Application from Pallett Real Estate Properties, LLC for Business Infrastructure Improvements the amount of \$1,785.00

Veronica Ortiz: Aye, Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye,

4.B.6. Consider the LB840 application from Rosa Ortega for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Ken Marvin motioned and Jaden Hilkemann seconded to approve to recommend to the City Council the LB840 Application from Rosa Ortega for Business Infrastructure Improvements the amount of \$644.22

Veronica Ortiz: Aye, Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye,

4.B.7. Consider the LB840 application from Raul Lopez for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Manny Dimas motioned and Veronica Ortiz seconded to approve to recommend to the City Council the LB840 Application from Raul Lopez for Business Infrastructure Improvements the amount of \$2,046.07

Jaden Hilkemann: Aye, Ken Marvin: Aye, Veronica Ortiz: Aye, Manny Dimas: Aye,

4.B.8. Consider the LB840 application from Roundabout Energy LLC for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Veronica Ortiz motioned and Ken Marvin seconded to approve to recommend to the City Council the LB840 Application from Roundabout Energy LLC for Business Infrastructure Improvements the amount of \$4,251.84

Jaden Hilkemann: Aye, Ken Marvin: Aye, Veronica Ortiz: Aye, Manny Dimas: Aye,

4.B.9. Consider the LB840 application from Maria Del Carmen Lemus Murillo for Business Infrastructure Improvements

Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Ken Marvin motioned and Jaden Hilkemann seconded to approve to recommend to the City Council the LB840 Application from Maria Del Carmen Lemus Murillo for Business Infrastructure Improvements the amount of \$1,417.28

Veronica Ortiz: Aye, Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye

4.B.10. Consider the LB840 application from F & I Properties LLC for Business Infrastructure Improvements

City Administrator Tom Ourada explained that this application is for the Business Infrastructure Improvements for the Block 143 alley improvements.

Jaden Hilkemann motioned and Veronica Ortiz seconded to approve to recommend to the City Council the LB840 Application from F & I Properties LLC for Business Infrastructure Improvements the amount of \$1,417.28

Veronica Ortiz: Aye, Manny Dimas: Aye, Jaden Hilkemann: Aye, Ken Marvin: Aye

4.C. Application Introductions

5. Officers' Reports

6. Adjournment

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: Penny's Pet Wash LLC

Business Address: 128 E 13th street Crete NE 68333
(City) (State) (Zip Code)

Contact Person: Yecenia Luna Telephone Number: 4025103822

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

Federal Tax ID Number: 41-4223239

Type of Entity: Start-Up Buyout Existing

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

Business Classification: (Please Choose One)

- | | | |
|---|---|---|
| <input type="checkbox"/> Retail | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Research & Development |
| <input type="checkbox"/> Headquarter | <input type="checkbox"/> Telecommunications | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Warehouse/Distribution | <input type="checkbox"/> Government | <input checked="" type="checkbox"/> Other |

Business Type: (Please Choose One)

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> Proprietorship | <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership |
| <input checked="" type="checkbox"/> LLC | <input type="checkbox"/> Governmental Entity | <input type="checkbox"/> Other |

Does the Company have a Parent or Subsidiaries? Yes No

If Yes, Please List Name: NA

Address: _____
(City) (State) (Zip Code)

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

Full Name	Title	Ownership Percentage
Yecenia Luna	owner	80
Juan Carlos Palacios	assistant	20

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: NA

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

Number of Existing Full-Time Equivalent Employees: 2

Number of Full-Time Equivalent Positions to Be Created: 2

Will all of the Full-Time Equivalent Positions be Physically Located within the City of Crete, their Two- Mile Extraterritorial Jurisdiction or on Land Held in the Name of the City of Crete?

Yes No

If no, please explain: NA

Does the Company Employ Any Seasonal Employees? Yes No

If Yes, How Many: NA
 (Seasonal employees must work for at least three continuous months and the position must reoccur annually)

B. PROJECT INFORMATION:

Please provide a Brief Project Summary Description:

We will be renting the building on 128 E 13th street in Crete Nebraska, We are planning on building four wash stations for a self- service pet wash. The business Penny's Pet Wash will provide all that is needed for pet owners to come and wash and groom their pet in a safe, clean environment without the worry hassle of doing it at home and making a mess.

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$	\$
Renovation/Rehabilitation	\$	\$
New Construction	\$ 18,702.31	\$ 9,351.15
Machinery / Equipment Acquisition	\$ 7,717.49	\$ 3,858.75
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$ 1,500.00	\$ 750.00
Small Business Development	\$	\$
Working Capital (Includes Inventory)	\$ 2,500.00	\$ 1,250.00
Job Training	\$	\$
Other	\$	\$
Total Project Cost	\$ 30,419.80	
	Total LB840 Funds Requested:	\$ 15,209.90

C. FUNDING SOURCES AND EQUITY INJECTION:

If Borrowing, Name of Lender: Center for Rural Affairs

Loan Amount: CHF 30,000.00 Loan Term (Years): 5

Amount Injected Into the Project by Business/Partners/Owners:
\$ 3,000.00

Other Funding Source(s) and Amount(s): NA

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 checked="" type="checkbox"/> Yes | <input 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:
 NA

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.

Juliana Luna
 Applicant's Signature

4-24-2026
 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

Yecenia Luna

(first, middle, last)

SIGNATURE

Yecenia Luna

DATE

4-24-2026

1/19/2010

DOWNLOAD/SAVE

PRINT

