

MINUTES OF A WAVERLY COMMUNITY REDEVELOPMENT AUTHORITY MEETING HELD ON MARCH 24, 2026

CALL TO ORDER

CRA Chairperson Greg Dunlap called the Meeting to order at 6:00 p.m. Dunlap acknowledged the Open Meetings Act Poster located on the south wall of the Council Chambers. CRA Members Greg Dunlap, Tony Larson, Missi Pishna, Cole Stark, and Rusty Wellman were in attendance. Other City Officials present were Mayor Abbey Pascoe, City Administrator Stephanie Fisher, and City Clerk Megan Frye. Also in attendance were Rae Ann Fraley and Economic Development Consultant Kent Heermann. Notice of the Meeting and Agenda were given to the Mayor and all Members of the City Council prior to the Meeting. Notice of the Meeting was posted at Russ's Market Express, the US Post Office, the City Office and the City website (citywaverly.com).

PUBLIC HEARINGS

None.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Minutes of the February 9, 2026 Community Redevelopment Authority Meeting.

CRA Member Stark moved to approve Minutes of the February 9, 2026 Community Redevelopment Authority Meeting. CRA Member Pishna seconded the motion.

The following CRA Members voted "YEA": Dunlap, Larson, Pishna, Stark, and Wellman. Motion Carried. 5-0.

Minutes of the March 3, 2026 Community Redevelopment Authority Special Meeting.

CRA Member Larson moved to approve Minutes of the March 3, 2026 Community Redevelopment Authority Special Meeting. CRA Member Wellman seconded the motion.

The following CRA Members voted "YEA": Larson, Pishna, Stark, Wellman, and Dunlap. Motion Carried. 5-0.

TREASURER'S REPORT

Approval of Waverly Community Redevelopment Authority Treasurer's Report.

CRA Member Pishna moved to approve Waverly Community Redevelopment Authority Treasurer's Report. CRA Member Larson seconded the motion.

Fisher provided an overview of each TIF account and explained that pass-through payments are distributed as tax revenues are collected, with disbursements typically made on June 15 and December 15. The West Area balance will continue to accrue over the next 15 years. Administrative funds have been used to pay invoices for West Area projects and will be reimbursed from the West Area fund account.

The following CRA Members voted "YEA": Pishna, Stark, Wellman, Dunlap, and Larson. Motion Carried. 5-0.

INTRODUCTION OF BUSINESS

Discussion of TIF Projects.

Fisher stated there are no new standalone projects.

Consideration of agreement with Civil Design Group to develop a preliminary plat, final plat and necessary survey work for the City and CRA properties generally located at N 135th and US Highway 6.

CRA Member Larson moved to approve an agreement with Civil Design Group to develop a preliminary plat, final plat and necessary survey work for agreement with Civil Design Group to develop a preliminary plat, final plat and necessary survey work for. CRA Member Wellman seconded the motion.

Fisher clarified a final plat is not included at this stage, reducing fees by approximately \$4,000. The project includes boundary and topographic surveys, right-of-way work for N 135th Street, a site plan, hydrology work, and a preliminary plat. Coordination with property owners for right-of-way acquisition is underway.

Fisher advised Civil Design Group consultant Mike Eckert will prepare the preliminary plat, incorporating City feedback. It will include key elements such as layout, setbacks, easements, grading, and stormwater. Drainage and hydrology were noted as major components, particularly with the planned extension of N 135th Street to Highway 6 and impacts to the Bauer Underground property.

Fisher shared Building Inspector Palm has been working with JEO, who is engineering the fire station project, to evaluate stormwater management across the entire Watermark subdivision, including the fire station lots, and to explore potential redirection of water flow, though this may be complex. Grading considerations also discussed. Fisher advised final platting may be deferred until there are interested purchasers, but right-of-way acquisition and street construction must occur prior to lot sales. Additional geotechnical work and construction drawings will be addressed under a separate agreement. Heermann inquired about elevation of the flat area and confirmed that competitive bidding is not required for professional services of this nature, per consultation with the TIF attorney.

Fisher shared the administrative process of this project including required public hearings and coordination with City staff. Amendments to the agreement may be needed to separate stormwater costs between City and CRA parcels.

The following CRA Members voted “YEA”: Stark, Wellman, Dunlap, Larson, and Pishna. Motion Carried. 5-0.

Review and Discussion of Lancaster County Building Existing Conditions Evaluation.

Fisher reported on the building review completed by Kurt Suhr and reported information from Lancaster County Engineer Pam Dingman. The building, constructed in the 1920s–30s with WPA labor and limestone from Roca, was formerly the County’s main facility and later converted to storage after the building on the south side of Oldfield was built in the 1970s. The one-acre site has power but no plumbing and may have historical value. The structure is sound, but the floor, electrical, and plumbing are inadequate. Lancaster County is open to negotiating a sale, pending legal confirmation that bidding is not required between government entities. Fisher advised the salt dome has exceeded its expected lifespan and was not included in the review. If the property is purchased, the County would relocate its salt operations. Fisher noted the County has sold similar properties in other communities and will research comparable sale values. Further discussion is planned.

Discussion included potential use, demolition versus renovation, and possible use of Downtown TIF funds for demolition or site preparation. Research will be conducted to determine whether demolition restrictions apply due to potential historical status. Environmental history was discussed, including prior pesticide contamination from a nearby grain site that impacted groundwater. The site was remediated and cleared by the EPA around 2008 or 2009. A Phase 1 environmental study was recommended.

ADJOURNMENT

CRA Member Stark moved to adjourn the meeting at 5:32 p.m. CRA Member Wellman seconded the motion.

The following CRA Members voted “YEA”: Wellman, Dunlap, Larson, Pishna, and Stark. Motion Carried. 5-0.

Greg Dunlap
Chairperson

Megan K. Frye
City Clerk/Human Resources Assistant