

Tentative Agenda for the WAVERLY COMMUNITY REDEVELOPMENT AUTHORITY MEETING to be held on March 24, 2026 at 5:00 PM. This meeting will be held at the Waverly City Office Building, 14130 Lancashire, Waverly, NE 68462. A current Agenda shall be readily available for public inspection at the office of the City Clerk during normal business hours.

1. **Call to Order**
 - 1.a) Roll Call
 - 1.b) Acknowledgement of the "Open Meetings Act" poster that is posted by the south entrance.
2. **Public Hearings**
3. **Public Comments**
4. **Approval of Minutes**
 - 4.a) Minutes of the February 9, 2026 Community Redevelopment Authority Meeting.
 - 4.b) Minutes of the March 3, 2026 Community Redevelopment Authority Special Meeting.
5. **Treasurer's Report**
 - 5.a) Approval of Waverly Community Redevelopment Authority Treasurer's Report.
6. **Introduction of Business**
 - 6.a) Discussion of TIF Projects.
 - 6.b) 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.
 - 6.c) Review and Discussion of Lancaster County Building Existing Conditions Evaluation.
7. **Adjournment**

The Governing Body reserves the right to go into Executive Session at any time for the reasons outlined in State Statute 84-1410.

The following rules are established for audience members and participants at a Council meeting:

- (1) Any person wishing to address the Council shall first state their name and address.
- (2) Public comments may be for agenda or non-agenda items.
- (3) Remarks shall be limited to five (5) minutes.

MINUTES OF A WAVERLY COMMUNITY REDEVELOPMENT AUTHORITY MEETING HELD ON FEBRUARY 9, 2026

CALL TO ORDER

CRA Chair Greg Dunlap called the Meeting to order at 5:00 p.m. and led those in attendance in reciting the Pledge of Allegiance. 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 City Administrator Stephanie Fisher and City Clerk Megan Frye. Also in attendance were 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 December 15, 2025 Community Redevelopment Authority Meeting.

CRA Member Pishna moved to approve Minutes of the December 15, 2025 Community Redevelopment Authority Meeting. CRA Member Stark seconded the motion.

The following CRA Members voted "YEA": Dunlap, Larson, Pishna, Stark, and Wellman. The following CRA Members voted "NAY": None. Motion Carried. 5-0.

Minutes of the January 12, 2026 Community Redevelopment Authority Meeting.

CRA Member Pishna moved to approve Minutes of the January 12, 2026 Community Redevelopment Authority Meeting. CRA Member Stark seconded the motion.

The following CRA Members voted "YEA": Larson, Pishna, Stark, Wellman, and Dunlap. The following CRA Members voted "NAY": None. Motion Carried. 5-0.

TREASURER'S REPORT

City Administrator Fisher shared TIF account balances; noted NPAIT-TIF G large balance, TIF M includes some money in from taxes on west area wide, and TIF Admin Funds has some expenses out of admin funds that will be paid back when reimbursed.

Approval of Waverly Community Redevelopment Authority Treasurer's Report.

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

The following CRA Members voted "YEA": Pishna, Stark, Wellman, Dunlap, and Larson. The following CRA Members voted "NAY": None. Motion Carried. 5-0.

INTRODUCTION OF BUSINESS

Discussion of TIF Projects.

City Administrator Fisher reported Kent Suhr will assess buildings, beginning with the county-owned stone building at N. 141st and Oldfield. Discussion of updating the downtown project list instead of completing a full new plan to reduce CRA costs. Tim Moll will assist with drafting ordinances once the list is finalized.

Discussion of the Jamestown property; the family is accepting bids until February 12 and plans to subdivide two lots into four. SENDD was contacted regarding potential Middle Income Workforce Housing funding, and a developer has expressed interest.

Discussion of potential TIF projects. Fisher stated it would be nice to have projects that generate sales tax.

Consideration of ratifying a quote from Civil Design Group, Inc for engineering services of the Street Networking Design for the parcel of land purchased by the Community Redevelopment Authority in an amount not to exceed \$800.00.

CRA Member Pishna moved to approve ratifying a quote from Civil Design Group, Inc for engineering services of the Street Networking Design for the parcel of land purchased by the Community Redevelopment Authority in an amount not to exceed \$800.00. CRA Member Wellman seconded the motion.

The following CRA Members voted "YEA": Stark, Wellman, Dunlap, Larson, and Pishna. The following CRA Members voted "NAY": None. Motion Carried. 5-0.

ADJOURNMENT

CRA Member Stark moved to adjourn the meeting at 5:50 p.m. CRA Member Larson seconded the motion.

The following CRA Members voted "YEA": Wellman, Dunlap, Larson, and Pishna. The following CRA Members voted "NAY": None. Motion Carried. 5-0.

Greg Dunlap
Chairperson

Megan K. Frye
City Clerk/Human Resources Assistant

MINUTES OF A WAVERLY COMMUNITY REDEVELOPMENT AUTHORITY SPECIAL MEETING HELD ON MARCH 3, 2026

CALL TO ORDER

CRA Chair Greg Dunlap called the Meeting to order at 5:00 p.m. and acknowledged the Open Meetings Act Poster located on the south wall of the Council Chambers. CRA Members Greg Dunlap, Tony Larson, Cole Stark, and Rusty Wellman were in attendance. CRA Member Missi Pishna was absent. Other City Officials present were City Administrator Stephanie Fisher and City Clerk Megan Frye. Also in attendance were Mayor Abbey Pascoe, Economic Development Consultant Kent Heermann and Hanna:Keelan Associates consultant Tim Keelan. Notice of the Meeting and Agenda were given to the Mayor and all Members of the CRA 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 COMMENTS

None.

INTRODUCTION OF BUSINESS

Discussion of pricing for CRA property.

City Administrator Fisher provided information. CRA Members discussed considerations for future discussions with potential purchasers of the recently acquired CRA parcel, including restrictive covenants, infrastructure needs, fill dirt, other associated costs, and potential use of TIF. CRA Members discussed a proposed sale price for the property.

Discussion on amending the Downtown Area B Area-Wide Redevelopment Plan.

Fisher recommended amending the Downtown Redevelopment Area project list by resolution rather than amending the entire plan to reduce costs. Hanna Keelan consultant Tim Keelan advised funds must be expended on projects, and Fisher stated the deadline is the end of 2027. Members discussed the project list and potential use of TIF funds.

ADJOURNMENT

CRA Member Larson moved to adjourn the meeting at 6:08 p.m. CRA Member Wellman seconded the motion.

The following CRA Members voted "YEA": Dunlap, Wellman, Stark, and Larson. The following CRA Members voted "NAY": None. Motion Carried. 4-0.

Greg Dunlap
Chairperson

Megan K. Frye
City Clerk/Human Resources Assistant

TIF ACCOUNT BALANCES AS OF 2-28-2026

DESCRIPTION	NAME	PROJECT ENDING	BALANCE
Column1	Column2	Column3	Column4
PINNACLE BANK -TIF NOTE G	DOWNTOWN AREA WIDE	12/15/2027	\$ 63,514.39
NPAIT-TIF NOTE G	DOWNTOWN AREA WIDE	12/15/2027	\$ 1,578,968.48
PINNACLE BANK-TIF NOTE H	TSC (DISTRIBUTION CENTER)	12/15/2032	\$ 29,206.60
PINNACLE BANK-TIF NOTE I	TSC (RETAIL STORE)	12/15/2032	\$ 3,524.06
PINNACLE BANK-TIF NOTE J	AMBERLY DENTAL	12/15/2032	\$ 1,024.35
PINNACLE BANK-TIF NOTE K	EMPIRE FENCE	12/15/2034	\$ 3,015.45
PINNACLE BANK-TIF NOTE L	NW ELECTRIC	11/1/2035	\$ 2,193.43
PINNACLE BANK-TIF NOTE M	WEST AREA WIDE	12/15/2039	\$ 68,134.47
PINNACLE BANK-TIF ADMIN FUNDS	CRA RETAINAGE		\$ (680.60)
NPAIT- TIF ADMIN FUNDS	CRA RETAINAGE		\$ 89,319.19
		TOTALS	\$ 1,838,219.82



Civil Design Group, Inc.

PROPOSAL FOR PRELIMINARY PLATTING SERVICES

March 23, 2026

City of Waverly &
Waverly Redevelopment Authority (CRA)
ATTN: Stephanie Fisher
Via email

RE: Proposal for preliminary platting services (site survey & site civil engineering) for the City of Waverly and the CRA, (Client) by Civil Design Group Inc., on land know as Oscar Fiene Addition Lot 2 and Admin Sub of Lot 1 Block 1 of Lancaster Implement Subdivision. (CDG).

SURVEY & PRELIMINARY PLATTING: (\$59,600.00)

- All items below are to be prepared per the City of Waverly Subdivision regulations and Design Standards.
- Prepare boundary & topographic survey for all parcels necessary for prelim platting, final platting and creation of construction plans, including the entire ROW section for abutting Hwy 6 and those parcels abutting the future location of N. 135th Street.
- Prepare initial site plan configurations for the preliminary plat for client review on the City of Waverly site and the CRA site.
- Perform up to two revisions to the site plans to client's feedback.
- Site plans shall include dimensions, setbacks, easements and notes as required.
- Prepare the grading and storm water drainage plan size the storm sewer and detention cells include the potential replacement of the detention cell on the Bauer property.
- Prepare the paving plan & profile based if the future N. 134th St alignment.
- Prepare sanitary sewer and water main plans & profiles based on site plan.
- Prepare the applications (prelim plat, zoning, annexation, etc.) submittal letters for the City of Waverly hearing process.
- Prepare survey exhibits and metes and bounds descriptions for ROW taking.
- Submit plans to Waverly and assist with governmental approvals of the preliminary plat.
- Prepare for and attend all necessary public hearings and clients meeting as requested.
- Make required changes to the prelim plat per staff and council comments, submit final copies for stamped approval.

ASSUMPTION OF CURRENT SITE PLAN

We believe the scope of work outlined is appropriate for the conditions anticipated with the Project as discussed with Client. If the scope changes significantly from conditions outside of CDG’s control or is broken into more than one phase CDG reserves the right to amend the contract to compensate for the changes.

EXCLUSIONS TO CDG SERVICES

- 1. Final Plats.
- 2. Final Construction Documents.
- 3. Geotechnical Investigation/Soils Report.
- 4. Construction Observation & Testing.
- 5. SWPPP Plans.
- 6. Street Lighting Design.
- 7. Payment of contractors.
- 8. Traffic Impact Analysis.
- 9. Retaining wall design, if applicable.
- 10. Gas, cable or other dry utility routing/coordination.
- 11. Contract Administration.
- 12. Environmental assessments.
- 13. Payment of any local, state or federal submittal fees.

Proposed not-to exceed fees for this project are \$59,600.00 (Fifty-Nine Thousand Six Hundred Dollars). CDG will submit invoices for the project to Client on net 30 payment terms. CDG shall provide Client with a certificate of insurance showing general commercial, worker comp and professional liability insurance. If the terms of this letter agreement are acceptable by signing below and returning a copy to our office. Following that a formal Letter Agreement for this scope of work will be prepared for signatures.


_____, Date 3-23-26
By: Mike Eckert, President
Civil Design Group, Inc.

_____, Date _____
By:
Waverly CRA

Stephanie Fisher
City Administrator
14130 Lancashire
Waverly, NE 68462

2/27/2026

**Re: WPA Building Existing Conditions Evaluation
N 141 Street & Oldfield Street
Waverly, NE**

Dear Ms. Fisher:

Per your request, I have performed an observation of the reference properties to review the building's integrity for your determination of viable future uses. This Existing Conditions Evaluation was prepared based on a site visit observations made at the WPA Building on February 5, 2026 and February 18, 2026.

OBSERVATIONS:

1. **The project is generally located northwest of the intersection of North 141st Street & Oldfield Street in Waverly, NE.**
2. **Owner Information:**
 - Lancaster County
 - 555 S 10th Street, Lincoln, NE 68508
 - Parcel ID: 2416200001000
 - Assessed Value: \$189,500 (Land \$113,700 + Building \$75,800)
 - Tax District: 9809
 - Legal Description: S16, T11, R8, 6th Principal Meridian, LOT 97 SW NE
3. **Site Aerial**



Approximate Property Lines

County Granular Material Storage Building & Yard

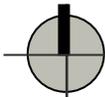
North 141st Street

WPA Building

County Access Road

Oldfield Street

NORTH



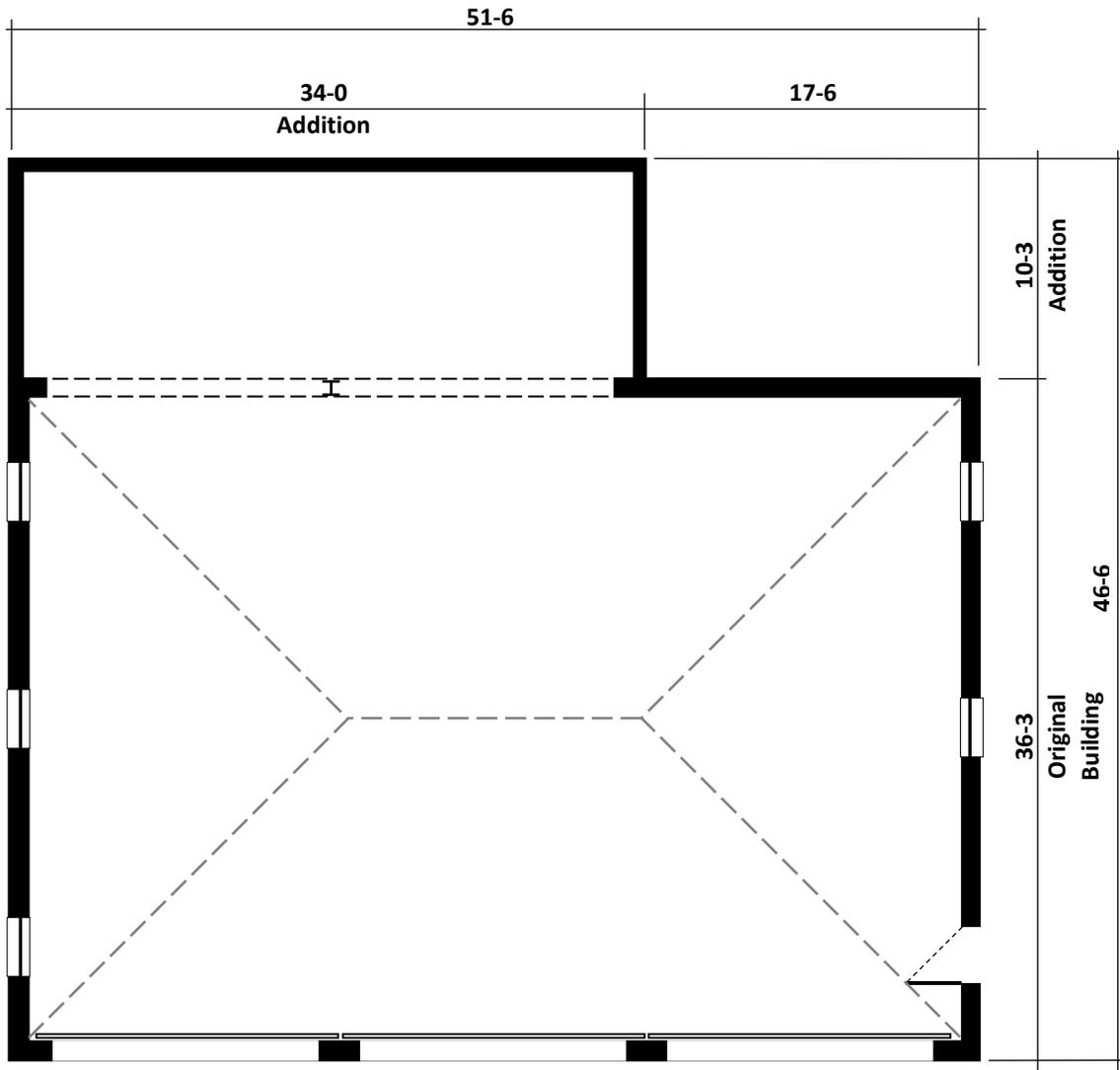
SITE plan

No Scale

4. General Building Conditions

- These observations were visual in nature and did not include and invasive testing or analysis. A Descriptive Scale of Very Poor / Poor / Fair / Good / Excellent was utilized for evaluation purposes.
- The site consists of the WPA building and an adjacent Granular Material Storage Building & Yard to its north. A search of Lancaster County records appears to have both buildings on the same lot. The lot is pie shaped with a base (south) property line along Oldfield Street of approximately 167.5', a west property line of approximately 447.5' and an east property line along N 141st Street of approximately 482' with a total area of approximately 45,427 sf or 1.04 acres.
- The site is generally flat with a low slope to the west and south and is not located in a designated flood plain. Generally, the site is unpaved with a granular surface.
- Zoning = R2
- The WPA Building is generally 51'-6" E/W x 36'-3" N/S with a 34'-0" E/W x 10'-3" N/S addition attached to the north at the northwest corner.
 - ◆ Foundation: Main Building - 12" thick limestone / Addition - 8" concrete masonry units (CMU). Footings material unknown.
 - ❖ **Condition: Main Building – Good.**
 - ❖ **Condition: Addition - Good.**
 - ◆ Exterior Walls: Main Building - 12" thick load bearing limestone, uninsulated / Addition: - 8" load bearing concrete masonry units (CMU), uninsulated
 - ❖ **Condition: Main Building - Good. Some shrinkage cracking/weathering observed around limestone. Opening cut through north wall into the addition with steel supporting beam and column. Steel rusted but appears in good condition.**
 - ❖ **Condition: Addition - Good. Some minor cracking at base at the northeast corner and connections to main building has expanding foam fill.**
 - ◆ Floor: Main Building - Concrete Slab thick unknown / Addition - Concrete Slab thick unknown
 - ❖ **Condition: Main Building – Poor. Some cracking and separation at the southern third near the sliding doors**
 - ❖ **Condition: Addition – Fair. Unlevel slope from south to north exterior wall.**
 - ◆ Roof: Main Building - Wood trusses @ 24" o.c. sloped at 5/12 with 1 x board roof decking and asphalt shingles / Addition - Wood 2x4 @ 24" o.c. sloped at 5/12 with 1 x board roof decking and asphalt shingles. Evidence of leakage was not observed.
 - ❖ **Condition: Main Building – Fair. Bearing at 11'-7" +/- AFF with some sagging of the bottom chord. No members appear compromised but would not be compliant with current building codes. Reinforcement recommend. Fascia, gutters and downspouts in excellent condition. Pier caps at south elevation made of wood which have weathered and possibly rotted which may require partial replacement**
 - ❖ **Condition: Addition - Fair. Bearing at 6'-11" +/- at north exterior wall then sloping up to 11'-4" +/- AFF bearing at Main Building. No members appear compromised but would not be compliant with current building codes. Fascia, gutters and downspouts are in excellent condition.**
 - ◆ Windows: Main Building - 5 total (2 east & 3 west) @ 3'-2" wide x 4'-6" tall steel with horizontal and vertical muntin bars divided in smaller panels / Addition -: None.
 - ❖ **Condition - Main Building – Very poor. No glass, covered with plywood. Replacement recommended.**
 - ◆ Man Doors: Main Building - 1 at east @ 2'-8" wide x 6'-8" tall metal clad with wood frame / Addition - None.
 - ❖ **Condition: - Main Building - Very poor. No glass, frame rotting. Needs painted. Replacement recommended.**
 - ◆ Access Doors: Main Building - 3 at south @ 14'-0" wide x 10'-8" tall sliding wood with 2 - 1'-7" wide x 3' tall windows / Addition - None.
 - ❖ **Condition: Main Building – Very poor. No glass in windows that are covered with plywood and road signs. No reliable seals. Needs painted and repaired.. Replacement recommended.**
 - ◆ HVAC: Main Building - None / Addition - None.
 - ◆ Electrical: Main Building - 100 Amp power panel with capacity of 12 breakers. 7 breakers utilized in 9 of the slots. 6 serving 4 light fixtures and approximately 4 receptacles in the building and one serving the Granular Material Storage Building. Light fixtures producing minimal light. / Addition - None.
 - ❖ **Condition: Main Building – Fair. Replacement recommended if more electrical devices are added.**
 - ◆ Plumbing: Main Building: None / Addition: None.

5. FLOOR Plan



NORTH



FLOOR plan

1" = 10'-0"

6. PHOTOS

6.1 Site with WPA Building looking northwest.



6.2 Site with WPA Building looking southwest.



6.3 Site with WPA Building looking southeast.



6.4 Site with WPA Building looking northeast.



6.5 WPA Building south elevation (L) and east elevation (R) looking northwest.



6.6 WPA Building east elevation looking west.



6.7 WPA Building east elevation (L) and north elevation (R) looking southwest.



6.8 WPA Building north elevation looking south.



6.9 WPA Building north elevation (L) and east elevation (R) looking southeast.



6.10 WPA Building west elevation looking east.



6.11 WPA Building west elevation (L) and south elevation (R) looking northeast.



6.12 WPA Building south elevation looking north.



6.13 WPA Building typical south sliding door looking north.



6.14 WPA Building east elevation entrance door looking west.



6.15 WPA Building north elevation inside corner to Addition foamed joint looking southwest.



6.16 WPA Building north Addition northeast corner masonry cracking looking south.



6.17 WPA Building west elevation window looking east.



6.18 WPA Building west elevation showing typical cracking around stones looking east.



6.19 WPA Building southwest corner weathered and possibly rotted wood block looking northeast.



6.20 WPA Building south pier weathered and possibly rotted wood block looking northeast.



6.21 WPA Building southeast corner weathered and possibly rotted wood block looking northeast.



6.22 WPA Building southeast corner weathered and possibly rotted wood block looking northwest.



6.23 WPA Building interior looking northwest.



6.24 WPA Building interior looking southwest.



6.25 WPA Building interior looking southeast.



6.26 WPA Building interior looking northeast.



6.27 WPA Building interior looking north with opening into the addition.



6.28 WPA Building electrical panel looking west.





7. SUMMARY

Overall I would rate the building in “FAIR to GOOD” condition. The building certainly does not warrant demolition consideration and would be valuable for reused and rehabilitation.

- Structurally the building appears to be “FAIR” and stable with minimal deficiencies. Depending upon what the future used is determined to be, some corrections should be considered.
- Architecturally the building appears to be in “POOR” condition. The floor slab is cracking, the walls and ceiling are uninsulated and the doors & windows need replaced. Depending upon what future used is determined to be, updates should be considered.
- Mechanical, Electrical and Plumbing (MEP) the building appears to be in “FAIR” condition for what exists. No HVAC and plumbing systems exist and the electrical is minimal. Depending upon what future used is determined to be, updates should be considered.

You have any questions or comments. Contact call me at 402.580.2312 or email at ksuhr@neb.rr.com.

Sincerely

Kurtis A. Suhr, Architect

