

**CITY OF WILLISTON  
COMMUNITY REDEVELOPMENT AGENCY  
AGENDA**

**DATE: April 9, 2018  
TIME: 5:30 P.M.  
PLACE: Council Room**

**CALL TO ORDER**

**ROLL CALL**

**COMMUNITY REDEVELOPMENT AGENCY COMMITTEE MEMBERS:**

Ken Schwiebert-Chair  
Nick Williams-Vice Chair  
Art Konstantino  
Jonathan Lewis  
Lisa Huigens

**OTHERS:**

Josie Lodder, City Planner  
Latricia Wright, Agency Secretary

**ITEM 1- APPROVAL OF MINUTES – March 12, 2018--**

**ITEM 2- OLD BUSINESS**

**a. Veteran's Memorial Dedication**

**ITEM 3- NEW BUSINESS**

**ITEM 4- PUBLIC COMMENT**

**ITEM 5- COMMITTEE MEMBER ANNOUNCEMENTS –**

**ITEM 6- NEXT MEETING DATE – May 14, 2018**

**ITEM 7- ADJOURNMENT**

**NOTICE:**

**IF A PERSON DECIDED TO APPEAL ANY DECISION MADE BY THIS COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, THEY MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.**

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Community Redevelopment  
Agency

Seat	Name	Term Begin	Term End	Resolution
1	Art Konstantino	03/16/2015	03/15/2019	2015-15
2	Dr Ken Schwiebert	3/17/2017	3/16/2021	
3	Jonathan Lewis	4/22/2014	3/15/2018	2014-23
4	Lisa Huigens	05/01/2016	05/01/2020	2016-22
5	Nick Williams	3/17/2015	3/16/2019	2015-06

**CITY OF WILLISTON  
COMMUNITY REDEVELOPMENT AGENCY  
MINUTES**

**DATE: March 12, 2018**

**TIME: 5:30 P.M.**

**PLACE: Council Room**

**CALL TO ORDER – AT 5:35 P.M.**

**ROLL CALL**

**COMMUNITY REDEVELOPMENT AGENCY COMMITTEE MEMBERS:**

Ken Schwiebert-Chair

Nick Williams-Vice Chair – Late

Art Konstantino

Jonathan Lewis

Lisa Huigens – Excused

**OTHERS:**

Josie Lodder, City Planner – Excused

Latricia Wright, Agency Secretary

**ITEM 1- APPROVAL OF MINUTES – February 12, 2018**—Jonathan Lewis moved to approve minutes with corrections to Mrs. Ten-Broeck statement. Art Konstantino seconded.

**ITEM 2- OLD BUSINESS**

- a. **Veteran’s Memorial Update and Heritage Park Phase III**-- Chair Schwiebert discussed with the agency the date for the Veteran’s dedication, which will be held on Saturday May 19<sup>th</sup> at 3 p.m. Chair Schwiebert told the agency that he will be sending out letter to dignitaries within the next week inviting them to the dedication. Chair Schwiebert said there will be light refreshments served as well.  
Chair Schwiebert told the agency that he had spoken with Mr. Olters from Michael Pape and Associates and he is still working on scaling back on the landscape design. Chair Schwiebert said he also spoke with the City Council about removing the Sycamore tree and replacing it with another type of tree, Chair Schwiebert said they did not object. Carolyn Ten-Broeck with the Chamber of Commerce told the agency that they still need \$13,000 to pay off the memorial.
- b. **New Banners for light poles** – Agency reviewed the quote and pictures for the new banners. Johnathan Lewis moved to approve the proofs and pricing for the new banners. Art Konstantino seconded. Motion carried. The agency discussed getting new banners to replace the worn flag banners and plus get some banners that show all five branches of the armed service. The five branches of the armed service banners will be put up for the

memorial dedication. Jonathan Lewis moved to approve \$3500.00 for the purchase of the banners for the 4<sup>th</sup> of July and custom banners for the branch of armed services. Nick Williams seconded. Motion carried. Nick Williams motion to have Chair Schwiebert approve the template for the armed service banners. Art Konstantino seconded. Motion carried.

**ITEM 3- NEW BUSINESS – NONE**

**ITEM 4- PUBLIC COMMENT -- NONE**

**ITEM 5- COMMITTEE MEMBER ANNOUNCEMENTS** – Nick Williams wanted it to be in the record the agency does not have a copy of the budget in spite of requesting a copy at the beginning of the year. Board Secretary Latricia Wright, retrieved a copy of the budget for each of the members. The agency reviewed the budget and would like to know at the next meeting what “Financial Services” and “Accounting and Audit” are in the budget. Jonathan Lewis stated that his term will be up on March 15<sup>th</sup> and he would like to continue to be on the board. Board Secretary Latricia Wright, explained to Mr. Lewis that the Council has made some changes in the way a person is appointed and reappointed to the boards and he would have to be at the next Council meeting for them to interview him. Mr. Lewis agreed.

**ITEM 6- NEXT MEETING DATE – April 9, 2018**

**ITEM 7- ADJOURNMENT** – Chair Schwiebert adjourned the meeting at 6:33 p.m.

**NOTICE:**

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