

Appendix E: Monitoring Forms

Worksheet 7.1
 Mitigation Action Progress Report Form

Mitigation Action Progress Report Form

Progress Report Period	From Date: 1/1/2023	To Date: 12/31/2023
Action/Project Title	Minot Mitigation Action Items	
Responsible Agency	City of Minot Engineering Department	
Contact Name	Lance Meyer, City Engineer	
Contact Phone/Email	lance.meyer@minotnd.gov	
Project Status	<input type="checkbox"/> Project completed <input type="checkbox"/> Project canceled <input checked="" type="checkbox"/> Project on schedule <input type="checkbox"/> Anticipated completion date: _____ <input type="checkbox"/> Project delayed Explain _____	

Summary of Project Progress for this Report Period

1. What was accomplished for this project during this reporting period?
 See attached.
2. What obstacles, problems, or delays did the project encounter?
 See attached.
3. If uncompleted, is the project still relevant? Should the project be changed or revised?
 See attached.
4. Other comments

1. What was accomplished for this project during this reporting period?
 - a. Ongoing annual mitigation activities continued in 2023, including Items A-H, Q, Z, AA, AB, AF, AG, and BC.
 - b. Item AZ Flood Protection continues to make progress with design of MI-6 and MI-7 substantially completed.
 - c. Item BA Stormwater Projects continues to make progress with the design of Storm Sewer District 124 underway.
 - d. Item BB Property Acquisition continues to make progress.
2. What obstacles, problems, or delays did the project encounter?
 - a. Construction projects have encountered some delays because of funding challenges associated with increased project costs but things are still moving forward.
 - b. MI-4 Flood Protection continues to work towards a final design that is acceptable to all parties involved.
3. If uncompleted, is the project still relevant? Should the project be changed?
 - a. All items listed are still relevant.
4. Other comments

Table 4.12 – Minot Mitigation Action Items

ID	Priority	Action	Hazard	Cost	Timeframe
A	High	Increase disaster resiliency through public education and outreach activities	All Hazards	Staff time; \$500+	Ongoing
B	High	Continue to hold annual floodplain administration tabletop exercises	Flood	Staff time	Ongoing
C	Moderate	Continue collection and storage of vulnerable public asset and infrastructure data and develop mitigation actions to protect them	All Hazards	\$500+	Ongoing
D	Moderate	Continue to enforce floodplain management ordinance	Flood	Staff time	Ongoing
E	Moderate	Maintain membership in CRS and work towards decreasing rating and premiums for policyholders	Flood	Staff time	Ongoing
F	Moderate	Develop and maintain GIS data regarding recent annexations and/or recently constructed assets	All Hazards	Staff time	Ongoing
G	High	Continue to maintain emergency power generators for critical assets	Summer, Winter	Staff time	Ongoing
H	Moderate	Monitor stream gauges	Flood	Staff time	Ongoing
Q	Medium	Ensure the operability of communications systems before, during, and after hazard events	All Hazards	Staff Time	2023-2028
Z	Moderate	Adopt and/or administer new State Building Code with building permitting and inspections	Summer, Winter, Geologic	Staff Time	Ongoing
AA	Low	Encourage electrical power providers to bury electric power lines	Summer, Winter	Staff Time	Ongoing
AB	Moderate	Harden electrical components and systems for critical facilities	Space Weather	Varies	2025
AF	High	Continue response preparation and training with local fire districts	Wildfire, Urban, Transport, HazMat	Staff time	Ongoing
AG	Moderate	Develop open communication practices between all potential responders to improve readiness	All Hazards	Staff time	Ongoing
AZ	High	Complete 6 additional flood protection projects	Flood	\$259M+	2023-2026
BA	High	Complete 3 additional stormwater and drainage management projects; and update stormwater master plan	Flood	\$23.1M+	2023-2028
BB	High	Continue acquisition of properties necessary for construction of flood protection	Flood	Unknown \$M's	2023-2028
BC	Low	Continue to maintain interior drainage systems, including CCTV of all storm sewer pipes through the line of protection	Flood	Staff time; unknown cost	Ongoing