



PROGRESS REPORT

SRF NUMBER 6505
 PROJECT NAME Williston
 Comprehensive and
 Transportation Plan
 STATUS REPORT # 8

DATE - 01/22/10

REPORTING
 PERIOD –
 Nov 20, 2009 –
 January 22,
 2010

ROUTE/COPY TO

- Kent Jarcik
- Planning Advisory
Committee

CLIENT – City of
 Williston, ND

PREPARED BY –

Cindy Gray

PROJECT MANAGER - Cindy Gray

COMPLETED ACTIVITIES THIS PERIOD

Provided revised flow chart of approval process to Kent.

Completed draft Chapters 1 and 2 of Comprehensive Plan and provided to Kent for review.

ONGOING ACTIVITY THIS PERIOD

Continued writing remaining Comprehensive Plan chapters.

Continued writing Transportation Plan and Highway 2 Corridor Study.

PROJECTED ACTIVITY NEXT PERIOD

Completion of draft Comprehensive Plan, Transportation Plan, and Highway 2 Corridor Study.
 Distribution of draft plans to Planning Advisory Committee for review and comment.

Need to determine best approach for compiling revenue data received from City Engineer and NDDOT.

PROBLEMS ENCOUNTERED/ITEMS OF CONCERN

The project involves portions of the County outside the city limits. In the original scope of work, the Williams County Commission was identified, but not the Planning Commission. Kent and Cindy discussed including the Williams County Planning Commission in the approval process, which could mean an additional meeting or a joint meeting with the City Planning Commission. Further consideration of the approval process occurred at the meeting with County Officials on Friday, October 30th. Joint City/County Planning Commission and City/County Commission meetings were discussed.

Length of time needed to arrive at preferred land use alternative and conceptual Hwy 2 alternative took longer than anticipated, so schedule has fallen behind by a couple months.

Budget and Scope: Meeting in Bismarck with NDDOT was an extra meeting and was not in scope or budget for project. Costs of public meeting notification in the Williston Herald and the Shopper have exceeded estimates. Preparation of mailing list and mailing of meeting notifications to Hwy 2 bypass property owners was not included in scope of work or budget. Remaining project budget will need to be carefully monitored to ensure adequate funds are available to complete adoption process.

REQUIRED ACTION BY SRF, THE CITY OF WILLISTON, WILLIAMS COUNTY, AND/OR NDDOT

City officials and SRF should work with the Jon MacMasters to address a property owner's concerns west of the city. This should occur within the next month (before mid-December).

SRF needs to complete remaining draft plan documents. Work is underway, and is being submitted to Planning Director for review as segments are completed.