

MONTHLY PROJECT STATUS REPORT

PROJECT: Lower Booker Creek Subwatershed Plan

Engineering Consultant: WK Dickson & Co., Inc.

Consultant Project Manager: Tom Murray

Reporting Month/Year: December 2015 Date Report Submitted: January 15, 2016

Town Project Manager: Sue Burke

DIRECTIONS:

- ▶ Consultant to submit to the Town by the 15th of each month.
 - ▶ Town Project Manager to review, make comments, provide a copy back to consultant, and keep a copy in project files.
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SECTION I – SUMMARY OF WORK DONE LAST PERIOD:

	Activity
1	Completed inventory infrastructure attribution.
2	Continued elevation surveys for inventory.
3	Began impervious area desktop analysis.
4	Began neighborhood analysis for potential green infrastructure retrofits.

SECTION II – SUMMARY OF PUBLIC OUTREACH ACTIVITIES COMPLETED LAST PERIOD:

	Activity
1	Maintained and updated project website.
2	Prepared for January 7 th public meetings including revisions to presentation and GIS exhibits.
3	Distributed survey questionnaires.
4	Completed PIP.
5	Prepared for Stormwater Advisory Board meeting on December 8 th .
6	Attended, presented, and answered questions at Stormwater Advisory Board meeting on December 8 th .

SECTION III – FORECAST OF ACTIVITIES DURING NEXT PERIOD:

	Activity
1	Prepare for January 7 th public meetings including revisions to presentation and GIS exhibits.
2	Attend, present, and answer questions at January 7 th public meeting.
3	Summarize information received at public meeting and post on website.
4	Continue outreach efforts.
5	Complete elevation surveys for inventory.

6	Attend progress meeting with Town on January 7 th .
7	Meet with UNC to discuss planning and land use for UNC owned property in Booker Creek watershed.
8	Continue impervious area desktop analysis.
9	Continue neighborhood analysis for potential green infrastructure retrofits.
10	Begin hydrologic analysis.

SECTION IV – CHANGES IN SCOPE MADE LAST PERIOD:

Changes in scope	
1	N/A

SECTION V – STRUCTURES INVENTORIED: Provide structures inventoried by type for the last period, as well as a total for the project to date.

Structure Type	Number Inventoried During Period	Number Inventoried To Date	Percent of Budgeted Structures Inventoried To Date	Approximate Percentage of Project Area Inventoried to Date
Closed System Structure	213 (attribution only)	1162	89%	99%
Bridge	2	2	40%	100%
Primary Cross Section	28	28	93%	100%
Secondary Channel Measurement	26	26	52%	52%
BMP Outfall Structure	0	0	0%	0%

SECTION VI – SCHEDULE STATUS: Provide updates to the schedule and attach. Highlight changes to the schedule below

Schedule Changes	
1	No changes to the schedule.
2	
3	

SECTION VII – UNRESOLVED ISSUES: Note unresolved issues requiring action by the Town below. Note if issues require action by a specific date to maintain schedule.

Unresolved Issues	
1	
2	