

MONTHLY PROJECT STATUS REPORT

PROJECT: Lower Booker Creek Subwatershed Plan

Engineering Consultant: WK Dickson & Co., Inc.

Consultant Project Manager: Tom Murray

Reporting Month/Year: November 2015 Date Report Submitted: December 17, 2015

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.

SECTION I – SUMMARY OF WORK DONE LAST PERIOD:

	Activity
1	Obtained Water/Sewer GIS data from OWASA.
2	Completed field stream assessments.
3	Continued infrastructure inventory attribution.
4	Completed cross section surveys.
5	Completed bridge surveys.
6	Started elevation surveys for inventory.

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

	Activity
1	Maintained and updated project website.
2	Scheduled public meeting.
3	Distributed survey questionnaire.
4	Completed intercept at University Mall.
5	Prepared public meeting announcement.

SECTION III – FORECAST OF ACTIVITIES DURING NEXT PERIOD:

	Activity
1	Prepare for Stormwater Advisory Board meeting on December 8 th .
2	Attend, present, and answer questions at Stormwater Advisory Board meeting on December 8 th .
3	Complete inventory infrastructure attribution.
4	Continue elevation surveys for inventory.

5	Complete PIP.
6	Begin impervious area desktop analysis.
7	Begin neighborhood analysis for potential green infrastructure retrofits.
8	Prepare for January 7 th public meetings including revisions to presentation and GIS exhibits.

SECTION IV – CHANGES IN SCOPE MADE LAST PERIOD:

Changes in scope	
1	Amendment 1 to increase the structure count for the inventory from 1,000 to 1,300.

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	441 (attribution only)	949	73%	73%
Bridge	2	2	40%	100%
Primary Cross Section	28	28	93%	100%
Secondary Channel Measurement	0	0	0%	0%
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	