

## MONTHLY PROJECT STATUS REPORT

PROJECT: Lower Booker Creek Subwatershed Plan

Engineering Consultant: WK Dickson & Co., Inc.

Consultant Project Manager: Tom Murray

Reporting Month/Year: October 2015 Date Report Submitted: November 13, 2015

Town Project Manager: Sue Burke

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### **DIRECTIONS:**

- ▶ Consultant to submit to the Town by the 15<sup>th</sup> 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	Met with Chapel Hill Public Works staff to review known flooding and maintenance issues in Booker Creek.
2	Started attribution for infrastructure inventory.
3	Started bridge surveys.
4	Started cross section surveys.
5	Started stream assessments.

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

	Activity
1	Updated project website.
2	Finalized survey questionnaire.
3	Distributed survey questionnaire.
4	Complete field crew information cards.

### **SECTION III – FORECAST OF ACTIVITIES DURING NEXT PERIOD:**

	Activity
1	Complete Gaps Analysis.
2	Schedule public meeting.
3	Prepare for Stormwater Advisory Board meeting on December 8 <sup>th</sup> .
4	Continue infrastructure inventory attribution.
5	Begin infrastructure inventory survey elevations.
6	Complete cross section surveys.

7	Complete bridge surveys.
8	Complete stream assessments.
9	Complete PIP.
10	Maintain project website.
11	Continue distribution of the survey questionnaire including intercept activities.

**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	508 (attribution only)	508	51%	39%
Bridge	0	0	0%	0%
Primary Cross Section	0	0	0%	0%
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	