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## PROGRESS REPORT AND CERTIFICATION

☒ Interim Progress Report

☐ Final Progress Report


Submit this form and required attachments to your program officer.

Project File Number	Reporting Period
	Grant award date – Report end date (See Sec.5 of the Grantee Agreement) – Report due date or grant end date (for the final rpt.)
FY2019-074	2/19/2019 – 8/7/2019

Project Title: Currituck County Wastewater Treatment Plant Expansion

Name of Grantee: Currituck County

Address: 153 Courthouse Rd, Currituck, NC 27929

Report completed by:	I certify that in completing this report that all the information contained herein and within any supporting or supplemental information provided by me on behalf of the Grantee organization is true, accurate and complete as of the date signed.
Name:	
Eric Weatherly, PE	
Title:	
County Engineer	
Telephone:	Signature/Date: 
252-232-6035	
E-mail:	
Eric.Weatherly@CurrituckCountyNC.gov	

### Board of Directors Certification [This section is for 501(c)(3) organizations only]

The board director signing below certifies his or her authority to do so on behalf of the Grantee. By signing this Interim/Final Report, the Grantee certifies that the information contained herein, within the accompanying Financial Report and other supporting or supplemental information for this report, is true, accurate and complete as of the date signed.

Signature: \_\_\_\_\_

Name of Director/Trustee (print): \_\_\_\_\_

Board Title of Director/Trustee: \_\_\_\_\_

Date signed: \_\_\_\_\_

Questions about report should be directed to:	
Name:	
Nick Ingold	
Title:	
Engineer Technician	
Telephone:	E-mail:
252-232-6048	Nick.Ingold@CurrituckCountyNC.gov

*Please be concise and specific with your answers, but feel free to attach additional supporting information about the progress of your project as well as any press clippings or other relevant materials or reports.*



1. What is the purpose of the grant, as stated in the Grantee Acknowledgment and Agreement?

This grant provides funding to Currituck County for the expansion of the county's wastewater treatment plant at the Currituck Station Mega-Site in Moyock, NC. This expansion will triple the plant's capacity. The expanded plant will support a projected \$32 million dollars of private investment and 215 new full-time jobs, including an anchor medical facility.

2. Update progress on project outcomes and outcome-related activities and accomplishments in the Project Management Plan ("PMP"). **Submit the updated PMP with this report.**
3. Briefly describe other activities, accomplishments or impacts, to date, associated with the project that are not included in the project management plan's outcomes or activities. Please also discuss areas of underperformance. In your discussion, include factors that contributed to the underperformance and steps taken to address it.

The original design of the wastewater treatment plant expansion was changed due to the realization of the higher-than-normal strength wastewater influent it will be treating. This has impacted the Start-Up Activities and beginning construction of infrastructure by delaying the events to the following dates:

- Design complete: 09/30/2019
- Project bid: 10/31/2019
- Contract award: 12/31/2019
- Begin construction of infrastructure: 01/31/2020

The newer design of the wastewater treatment plant expansion is different than the existing treatment plant but will require less time for construction while being capable of treating the stronger wastewater influent. Because of the new design, the target completion date for construction infrastructure will remain 12/31/2020.

The original cost estimate of \$6 million has increased to \$8 million due to increase treatment requirements to treat the high strength influent. The County is in the process of allocating the additional \$2M dollars required.

Accomplishments to date:

- Permit applications for the Sewer force main and the water main serving the proposed wastewater treatment plant were submitted to DEQ on July 18, 2019.

4. What lessons have been learned or best practices identified during the course of this project to date? What is your organization doing differently as a result of these lessons?

After learning about the strong wastewater influent, Currituck County Wastewater Department has implemented a fats, oils, and grease (FOG) program with the existing commercial business connected to the wastewater system. The purpose of this program is to provide education on the proper handling and disposal of wastewater to ensure damaging items are not being put into the wastewater collection system and treatment plant.

5. Provide information about any significant Board and/or staff changes in your organization.



On July 1, 2019, Ben Stikeleather became the new County Manager for Currituck County. Since then, there have been changes to the organizational structure of various County Departments and how they will report to the County Manager.

**Complete and submit the form below to Golden LEAF to request approval for a:**

- [Project modification request \(a change in project scope, including outcomes and activities\)](#)
- [Project extension request \(to extend the term of the grant\)](#)
- [Budget modification request \(for categories budgeted to Golden LEAF\)](#)

**The Progress Report is complete ONLY when Golden LEAF has received and approved the Progress Report and Certification form and the following required attachments:**

- ✓ Excel file containing:
  - Approved project budget and budget narrative
  - Expense Tracking form for project expenditures incurred through the reporting period
  - Progress Report financials with certification sheet
- ✓ Progress Management Plan with updates for outcomes and activities