



Western Wake Partners
**Regional Wastewater
Management Facilities**

January 21, 2011

Mr. Henry Wicker
United States Army Corp of Engineers
69 Darlington Avenue
Wilmington, North Carolina 28402-1890

**Subject: Western Wake Partners Implementation of Water and Sewer Policy
Annual Report to USACE**

Dear Mr. Wicker:

On July 28, 2010, the United States Army Corp of Engineers (USACE) issued a Department of the Army Clean Water Act Section 404 permit (Action ID:SAW-2005-20159) for the Western Wake Wastewater Management Facilities. The permit authorizes the Western Wake Partners to impact 0.82 acres of wetlands and 378 linear feet of stream in order to construct and operate new wastewater management facilities including influent conveyance facilities, a new water reclamation facility (WRF), and new effluent conveyance facilities in western Wake County. Special Condition x (2) of the permit requires the Partners to provide an annual report each January to the USACE, which documents the status of the Partners' implementation of the Water and Sewer Extension Policy as adopted by the Apex Town Council. Provided below is the required information.

(a) Summary of the Partners' efforts to implement an outreach plan to help ensure that eligible property owners are aware in a timely manner of their ability to obtain water and sewer service in accordance with the terms of the Policy, and of the applicable deadline for requesting service under the Policy.

The Partners' outreach efforts between July 28, 2010 and December 31, 2010 have been:

- July 30, 2010: A Water and Sewer Extension Policy Fact Sheet and Implementation Plan was developed and posted on the Partners' website, www.westernwakepartners.org. The Implementation Plan lists outreach activities to inform eligible property owners and answer questions throughout the implementation process. It also outlines the application process and deadlines for property owners who elect to participate in the extension program. Public questions and input since then have been the basis for updates to the Fact Sheet and Implementation Plan. Attachment 1 is the most recent version; dated November 16, 2010.
- July 30, 2010: A letter was sent to property owners within census block 534.03 – 1053 except Progress Energy (33 individuals owning 43 parcels). The letter provided notification of two upcoming neighborhood meetings held for residents and property owners adjacent to the Water Reclamation Facility (WRF) property to learn about the project and submit comments, questions, or requests (example letter, Attachment 2).

- August 12, 2010 and August 30, 2010: The Partners held Neighborhood Meetings at Apex Town Hall. A dedicated station provided information outlining the process for eligible property owners to obtain water and sewer service and included:
 - a detailed aerial map showing the Water and Sewer Extension Policy service area and property parcel boundaries;
 - the Water and Sewer Extension Policy Fact Sheet and Implementation Plan; and,
 - information on how to obtain service in areas outside the area covered by the Water and Sewer Extension Policy Service Area.

Apex representatives were available to talk with neighbors attending the meeting.

- August 2-6, 2010: The Partners called each property owner to confirm they had received the information sent and asked if they had any questions.
- August 31, 2010 – September 8, 2010: The Partners called property owners that did not attend the August 12 or 31, 2010 neighborhood meetings and offered visits with representatives of the Partners to share information from the meetings. The Partners visited four property owners at their request.
- December 3, 2010: The Partners sent a letter to property owners asking them to grant access to their property for field investigations and surveying necessary to collect information for water and sewer utility extensions planning and design. This letter (example, Attachment 3) included the updated Fact Sheet and summarized other elements of the Policy including eligibility criteria and the deadline for application.

(b) Identification of each eligible property owner who has applied for service under the Policy (“Participating Property Owner”), and whether water and sewer service, or water service only, was requested.

There is nothing to report on items (b) through (e) for 2010– Attachment 1 shows the anticipated schedule. The next annual report, in January 2012, will address item (b) since applications are due January 1, 2012.

(c) Status of each such Participating Property Owner’s installation of the on-site service lines needed to connect to the Town of Apex’s water and sewer system.

See item (b).

(d) Status of the Partner’s construction of the water and wastewater collection systems necessary to implement the Policy.

See item (b).

(e) Actual cost of each Participating Property Owner incurred to install the required onsite service line(s), and the amount each such Participating Property Owner was reimbursed by the Partners for such installation cost.

See item (b).

If you have any questions, please do not hesitate to contact me at (919) 469-4090.

Best Regards,

A handwritten signature in black ink that reads "Steve Brown". The signature is written in a cursive, flowing style.

Stephen J. Brown, P.E.
Director of Public Works and Utilities
Town of Cary
Western Wake Partners Project Director

Attachments:

1. Fact Sheet and Implementation Plan (November 16, 2010)
2. Example letter sent to property owners notifying them of neighborhood meetings
3. Example Letter sent to property owners asking them to grant access for field investigations and surveying

Attachment 1
Fact Sheet and Implementation Plan (November 16, 2010)

**TOWN OF APEX
WATER AND SEWER EXTENSION POLICY
FACT SHEET AND IMPLEMENTATION PLAN**

The Towns of Apex, Cary, and Morrisville formed the Western Wake Partners (Partners) to develop the Western Wake Regional Wastewater Management Facilities Project (Project). The Project will provide wastewater service for planned regional growth and development, as well as meet a regulatory requirement issued by the North Carolina Environmental Management Commission (EMC) and the Department of Environment and Natural Resources (NC DENR). The Towns of Apex, Cary and Morrisville, along with Wake County, are required by their Interbasin Transfer Certificate to return treated wastewater to the Cape Fear River.

As part of the project, the Partners have committed to providing water and sewer service to residents near the water reclamation facility; the Town of Apex will be the service provider. This Fact Sheet contains information about implementation of the Town of Apex Water and Sewer Extension Policy (Water and Sewer Extension Policy).

Policy Summary

The Water and Sewer Extension Policy applies to properties within Census block 534.03-1053 (see attached map), which is bounded by the CSX Railway easement to the north, New Hill - Holleman Road to the east, US Highway 1 to the south, and Shearon Harris Road to the west. The Water and Sewer Extension Policy applies to the land use existing on the property as of July 9, 2009.

Water and sewer service will be available to eligible properties following completion of the proposed Western Wake Regional Water Reclamation Facility to be located in the New Hill Area of Apex (formerly the Seymour property). The water and sewer service will be provided by the Town of Apex.

Process to Obtain Services through the Water and Sewer Extension Policy

The Water and Sewer Extension Policy will be implemented over the next three years following the process outlined below:

- The Partners will have information about the Water and Sewer Extension Policy at neighborhood meetings relating to the project. Door-to-door visits will be conducted to share information about the Water and Sewer Extension Policy with those residents unable to attend meetings.
- During the fall 2010 and winter 2011, property owners will be asked to grant access to their property for field investigations and surveying. Information collected will be used to plan and design the water and sewer utility extensions.
- In the summer of 2011, the Town of Apex will send owners of property within Census block 534.03 1053 a letter with additional information on the program addressing eligibility requirements, service offerings, annexation options, schedule and easement acquisitions, customer responsibilities, and an application for service.
- Property owners will be contacted by telephone by Town staff to ensure the letter has been received, review eligibility requirements, customer responsibilities, the application, and other issues associated with the service extension. Town staff will be available to answer any questions, and offer the option of a follow-up on-site visit or other contact as requested.
- During the on-site visit, Town staff can review information about the Water and Sewer Extension Policy, eligibility requirements, implications of a future change in property use,

expected water and sewer utility bills, acreage and capacity fees, and annexation either by the participating property owner or the Town, customer responsibilities, and work to be provided by a plumbing service provider. If requested, Town Staff can assist with completing an application for service.

- Property owners who elect to participate in the extension program will need to submit a signed application form to the Town of Apex. The deadline for application into the extension policy program is January 1, 2012. Implementation of the Water and Sewer Extension Policy is not contingent upon a minimum number of participating properties.
- After the Town has compiled a list of the properties participating in the extension program, each property owner will be contacted by Town staff with details on qualified plumbing services contractor options for on-site service line installation, schedule for service availability, and a service agreement. Property owners that applied to participate in the extension policy program will need to submit a signed service agreement by July 2012.
- The on-site service line work on private property is the property owner's responsibility. Property owners shall make contact with the plumbing services contractor of their choice – either from the plumbing services contractor options provided by the Town of Apex or a qualified plumbing contractor of the property owner's choosing, obtaining a quote for the water and sewer on-site service lines, or water service line only. The work must meet the Town's code requirements, and appropriate permits required for the work must be obtained by the plumbing services contractor. Appropriate testing and inspection shall be performed and coordinated by the plumbing services contractor. All work is required to be inspected by Wake County. The property owner or the plumbing services contractor shall provide the quote to the Town for review and endorsement.
- Once the signed service agreement is submitted to the Town, the quote for on-site service lines has been endorsed by the Town, water distribution and wastewater collection systems are constructed and in service by the Town, the property owner shall authorize the plumbing services contractor to proceed with obtaining appropriate permits and installing on-site service lines. A water/sewer service account will be set up for the property owner through the Town of Apex Finance Department.
- At the completion of plumbing services, property owner shall provide Town staff with confirmation that the on-site service lines were completed properly and inspected by Wake County officials, and any service issues have been addressed by the plumbing services contractor. Property owner shall schedule water/sewer service initiation for the property through the Town of Apex Public Works Department. Acreage fees and capacity fees that property owners typically are required to pay to connect to the Town's water and sewer system may be considered "free" or "deferred" for participating properties in the extension policy area.
- When the property owner is invoiced by the plumbing services contractor for the on-site service line work, a copy of the invoice shall be provided to the Town of Apex. Payment will be provided directly by the Town to the plumbing services contractor if prearranged or the Town will issue reimbursement payment to the property owner if the property owner paid the plumbing services contractor's invoice directly.
- Following the completion of plumbing services and initiation of water and sewer service, Town staff will make an on-site visit to the property owner to discuss how the on-site service line installation/connection process went, and discuss the plan for decommissioning of existing wells and/or septic tanks. Separately, the Town of Apex will decommission existing wells and septic tanks at the participating property owner's request and at no cost to the owner. At least 30 days but not more than 60 days after water and sewer service has been

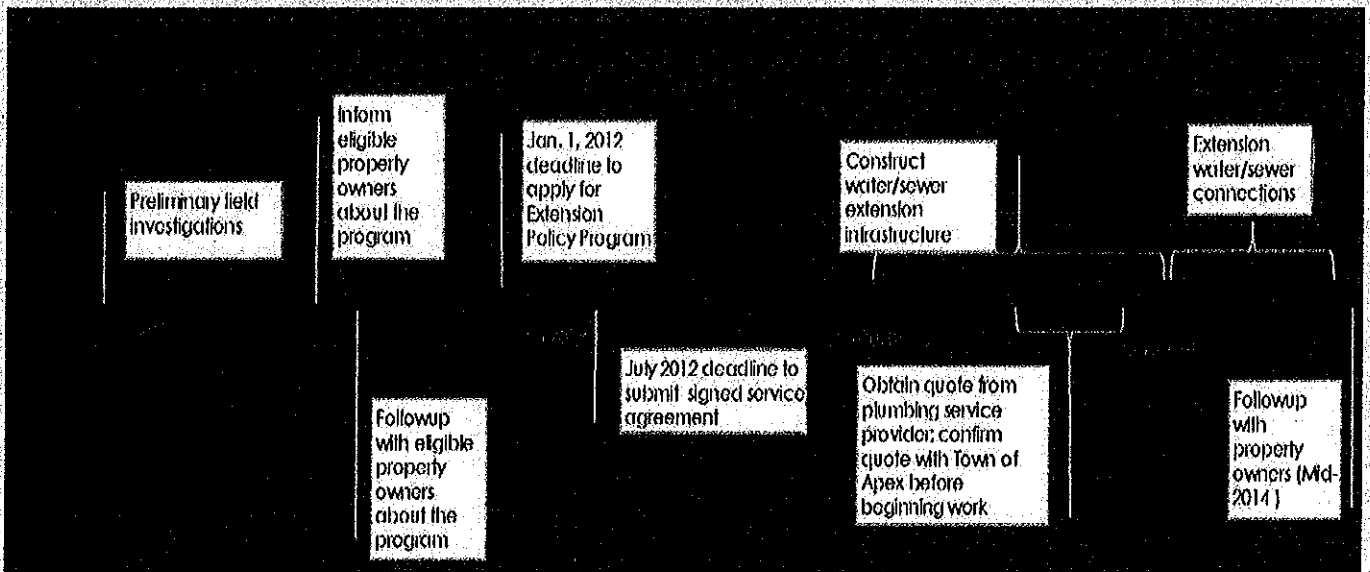
initiated, Town of Apex will proceed with decommissioning existing wells and septic tanks where requested by property owners.

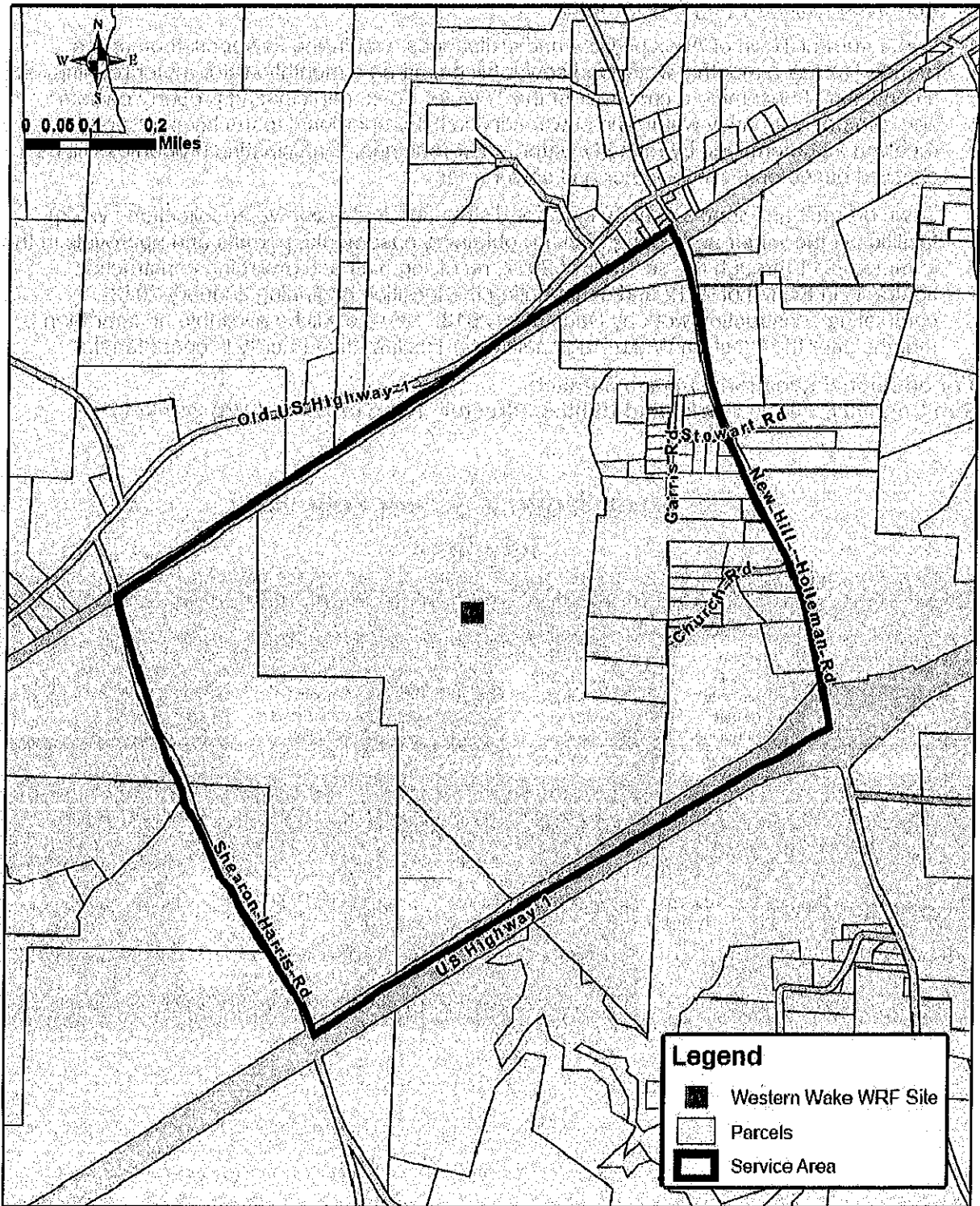
- Under current Town of Apex policies and ordinances, water and sewer customers are required to pay a monthly water and sewer bill based on a monthly water meter reading. As a condition of becoming a customer of the Town of Apex, participating property owners agree to pay a monthly water and sewer service bill proportional to the level of service received as determined by monthly water meter readings. Participating properties will be charged based on in-Town water and sewer rates.
- Town of Apex anticipates designing water distribution and wastewater collection system facilities in the winter and spring of 2011, obtaining easements, permits and approvals in the summer 2011 through the summer of 2012, receiving bids and awarding construction contracts in the fall of 2012 and constructing the facilities beginning January 2013 completing construction work by December 2013. Service will be available no later than 6 months after the Western Wake Regional Water Reclamation Facility is operational.

For additional questions, please contact:

Tim Donnelly, Public Works and Utilities Director, Town of Apex, (919) 249-3427

Apex Water & Sewer Policy Timeline

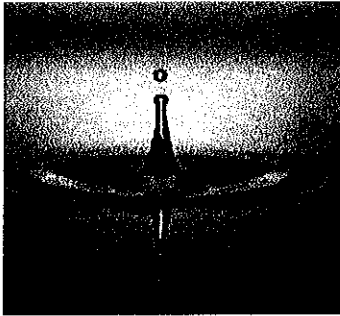




Water and Sewer Extension Policy

Attachment 2
Example letter sent to property owners notifying them of
neighborhood meetings

WESTERN WAKE PARTNERS



July 30, 2010

Name
Address 1
Address 2

RE: Western Wake Regional Wastewater Management Facilities Project
Update: Environmental Impact Statement Record of Decision, 404
Permit, 401 Certification Issued

Dear Salutation:

We wanted you to know that three documents have been issued:

1. US Army Corps of Engineers (USACE) Record of Decision (ROD) for the Final Environmental Impact Statement discussing the Western Wake Regional Wastewater Management Facilities
2. USACE Individual 404 Permit for Impacts to Wetlands and Streams
3. North Carolina Department of Environment and Natural Resources (NCDENR) Division of Water Quality (DWQ) 401 Water Quality Certification

Electronic versions of these documents are available to download at www.saw.usace.army.mil/wetlands/projects/ww-wtp. Full hard copies of the documents are available at the locations listed in Table 1. The ROD concludes the National Environmental Policy Act (NEPA) environmental review process that began in April 2007 and activities are now underway to obtain additional permits and approvals for construction and operation.

As you know, the Towns of Apex, Cary, Holly Springs, and Morrisville, (the Partners), have been working in partnership to ensure adequate water and wastewater treatment capacity for the region's future. The Western Wake Regional Wastewater Management Facilities will provide the foundation for regional wastewater service capacity to meet existing and forecasted demands in western and southwestern Wake County, to comply with the State of North Carolina's (State) regulatory mandates associated with the interbasin transfer of water, and to address the State's recommendation associated with nutrient enrichment in Utley Creek.

The project, as shown in the attachment, includes raw wastewater pipelines and pump stations, a water reclamation facility (WRF) and Effluent Pump Station (EPS) located in the New Hill area of Apex (Site 14), treated wastewater pipelines, and a discharge to the Cape Fear River.



WESTERN WAKE PARTNERS

400 James Jackson Avenue • Cary, NC 27513 • PO Box 8005 • Cary, NC 27512-8005

westernwakepartners.org

PERMITTING AND APPROVAL PHASE

Additional permits and approvals required for project construction are listed below; some applications have been submitted and others will be submitted in the next few months. We anticipate most permitting and approval processes being complete by Fall 2010 and construction could begin soon thereafter.

- NCDENR
 - Division of Water Quality (DWQ) National Pollutant Discharge Elimination System (NPDES) Permit
 - DWQ Construction Grants and Loans (CG&L) Section Authorization to Construct
 - DWQ Sewer Permit
 - DWQ Sanitary Sewer/Pump Station Permit
 - Division of Air Quality (DAQ) Air Permit
 - Division of Land Quality (DLQ) Erosion and Sediment Control Plan
- North Carolina Department of Insurance Office of State Fire Marshall Approval
- North Carolina Department of Transportation (NCDOT)
 - Driveway Permit
 - Encroachment Agreement
- Wake County
 - WRF/EPS Sign Approval;
 - Site Plan Approval
 - Building Permit
- Town of Apex
 - Site Plan Approval
 - Construction Plan Approval
 - Building Permit
 - Gravity Sewer Permit
 - Water Main Permit

A meeting for property owners and residents in the neighborhood near the Western Wake Water Reclamation Facility (WRF)/Effluent Pump Station (EPS) site, as required for the Apex Site Plan approval process, will be held **Thursday, August 12, 2010 from 4 to 7 pm**, at the Apex Town Hall, 3rd Floor Training Room, 73 Hunter Street, Apex, NC 27502. The meeting will give neighbors the opportunity to learn more about the WRF/EPS site plan, construction and operations and to provide comments. Your property is in the vicinity of the WRF/EPS site and we would appreciate your attending this meeting. If you are unable to attend the meeting, please contact me at (919) 469-4090. We'd be happy to make other arrangements to share the project information with you and to listen to any input you'd like to provide.

Information about the status of specific permitting and approval processes will be maintained on the project website (www.westernwakepartners.org), including announcements of all opportunities for public input. We expect the next formal opportunity for public input to be the comment period and public hearing on the draft NPDES permit, which will be noticed by NCDENR.

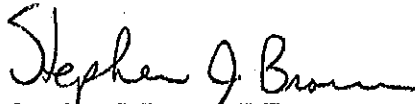
APEX SITE 14 WATER AND SEWER EXTENSION POLICY IMPLEMENTATION

The Partners committed to provide water and sewer service to properties -such as yours -that are located wholly within census block 534.03-1053 in response to community concerns about the potential for impacts from locating a water reclamation facility on Site 14. Service will be provided by the Town of Apex following completion of the project according the terms set forth in a written policy adopted by the Partners and by the Apex Town Council. The policy addresses issues such as eligibility criteria, facilities required, plumbing requirements, annexation (deferred unless land use changes), easement needs, installation costs, and monthly water and sewer bills. The Partners will reimburse property owners participating in the program for all reasonable costs for the installation of water and sewer service connections. A representative from the Town of Apex will be at the August 12 neighborhood meeting to share information about the Apex Site 14 Water and Sewer Policy Implementation Plan and to answer any questions you have about obtaining service. In the near future, the Partners will be contacting you to share more information about the policy and will be initiating field surveying and design activities for the required water and sewer lines.

The Partners will be sharing information and seeking input from property owners and residents neighboring the project facilities throughout the permitting and construction phases, and during facility operations. If you have any questions or concerns, or would like any additional information, please call me at (919) 469-4090 or, for information about the USACE ROD or 404 Permit, Mr. Henry Wicker, Regulatory Project Manager, USACE at (910) 251-4930. Complete information about the NEPA process conducted by the USACE for this project is also available at <http://www.saw.usace.army.mil/wetlands/projects/WW-WTP/index.html>. Information about the project, and the various permitting processes and status can be found on the Partners' website at www.westernwakepartners.org.

On behalf of the Project Partners, thank you for your continued interest in this very important regional project.

Best Regards,



Stephen J. Brown, P.E.
Director of Public Works and Utilities
Town of Cary
Western Wake Partners Project Director

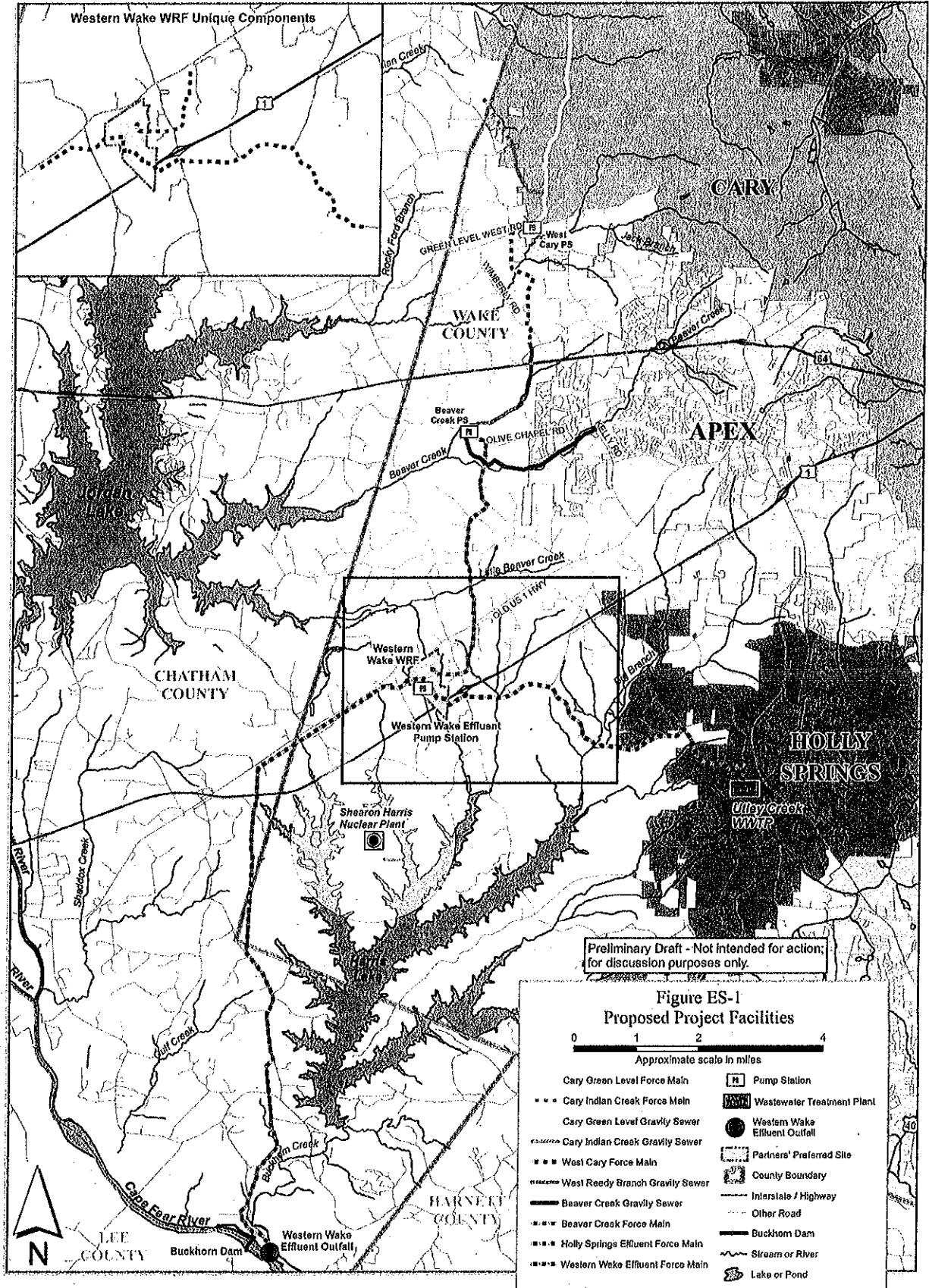
Attachment

TABLE 1
 Public Locations of the ROD, 404 Permit and 401 Certification

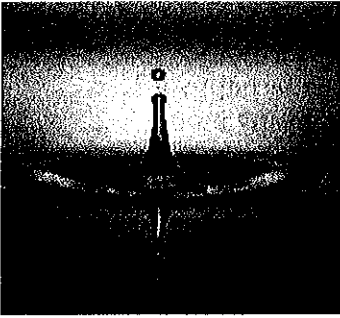
Location	Address
New Hill First Baptist Church	3016 New Hill Holleman Road, New Hill, NC 27562
New Hill Baptist Church	3700 Old US 1, New Hill, NC 27562
NC DENR DWQ CG&L Section Library	2728 Capital Blvd., Raleigh, NC 27604
Town of Apex Eva Perry Library	2100 Shepherds Vineyard Drive, Apex, NC 27502
Town of Apex Town Hall	73 Hunter St, Apex, NC 27502
Town of Cary Downtown Library	310 S. Academy Street, Cary, NC 27511
Town of Cary West Regional Library	4000 Louis Stephens Drive, Cary, NC 27519
Town of Cary Town Hall Engineering Department	316 N. Academy St, Cary NC 27512
Town of Holly Springs Library	300 W. Ballentine Street, Holly Springs, NC 27540
Town of Holly Springs Town Hall	128 S. Main St, Holly Springs, NC 27540
Town of Morrisville Town Hall	100 Town Hall Drive, Morrisville, NC 27560
Town of Morrisville Development Services Office	Public Safety and Municipal Services Building, 260 Town Hall Drive, Morrisville, NC 27560
US Army Corps of Engineers	3331 Heritage Trade Drive, Suite 105, Wake Forest, NC 27587
US Army Corps of Engineers	62 Darlington Avenue, Wilmington, NC 28403

WESTERN WAKE

REGIONAL WASTEWATER MANAGEMENT FACILITIES



WESTERN WAKE PARTNERS



August 20, 2010

Name
Address 1
Address 2

RE: Upcoming Site Plan Neighborhood Meeting for the Western Wake
Regional Wastewater Management Facilities

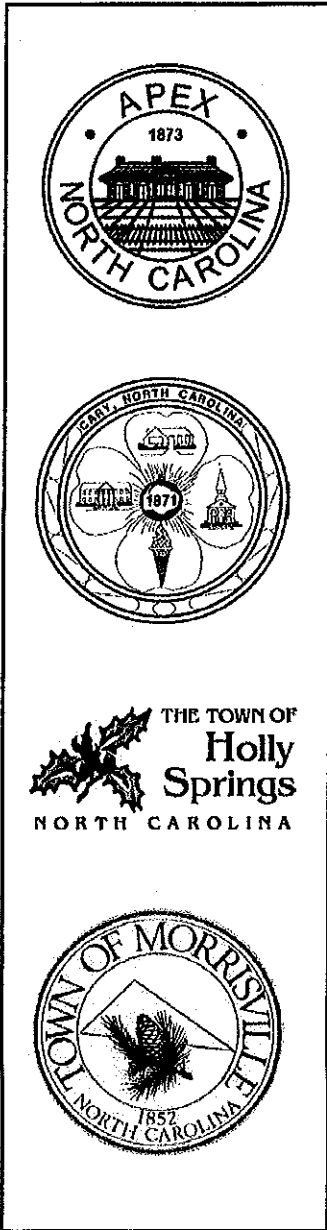
Dear Salutation:

As you know, the Towns of Apex, Cary, Holly Springs, and Morrisville, (the Partners), have been working in partnership to ensure adequate water and wastewater treatment capacity for the region's future. The Western Wake Regional Wastewater Management Facilities will provide the foundation for regional wastewater service capacity to meet existing and forecasted demands in western and southwestern Wake County, to comply with the State of North Carolina's (State) regulatory mandates associated with the interbasin transfer of water, and to address the State's recommendation associated with nutrient enrichment in Utley Creek.

This letter is a follow-up to our July 30, 2010 letter in which we announced the issuance of three documents (the US Army Corps of Engineers (USACE) Record of Decision (ROD) for the Final Environmental Impact Statement discussing the Western Wake Regional Wastewater Management Facilities, the USACE Individual 404 Permit for Impacts to Wetlands and Streams, and the North Carolina Department of Environment and Natural Resources (NCDENR) Division of Water Quality (DWQ) 401 Water Quality Certification), and informed you of an initial neighborhood meeting.

That neighborhood meeting was held on August 12, 2010 and successfully captured comments from our neighbors about the project site plan and started the process of educating property owners about the Apex Water and Sewer Extension Plan.

We would like to invite you to a follow-up meeting to review and address the comments received at the first meeting. This meeting will be held on **Tuesday, August 31, 2010 from 4pm to 7pm, at the Apex Town Hall, Third Floor Conference Room, 53 Hunter Street, Apex, NC, 27502.** The meeting is an open house format with information stations and staff available to answer questions. Please feel free to come and go as your schedule allows.



WESTERN WAKE PARTNERS

400 James Jackson Avenue • Cary, NC 27513 • PO Box 8005 • Cary, NC 27512-8005

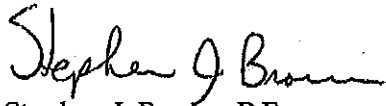
westernwakepartners.org

If you are unable to attend the meeting, please contact me at (919) 469-4090. We'd be happy to make other arrangements to share the project information with you and to listen to any input you'd like to provide.

Information about the site plan process as well as the status of specific permitting processes is being maintained on the project website (www.westernwakepartners.org). If you have any additional questions or concerns, or would like any additional information, please call me at (919) 469-4090.

On behalf of the Project Partners, thank you for your continued interest in this very important regional project.

Best Regards,



Stephen J. Brown, P.E.
Director of Public Works and Utilities
Town of Cary
Western Wake Partners Project Director

Attachment 3
Example Letter sent to property owners asking them to
grant access for field investigations and surveying

December 3, 2010

Owner
Owner 2
Owner Address 1
Owner Address 2

Wake County PIN: PIN Number
Property Location: Location

RE: Water and Sewer Extension Policy Implementation
Survey Access

Dear _____:

As you may know, the Towns of Apex, Cary, and Morrisville joined as the Western Wake Partners (Partners) to develop the Western Wake Regional Wastewater Management Facilities Project (Project). As part of the project, the Partners will offer water and sewer service to residents near the Western Wake Regional Water Reclamation Facility in the New Hill Area of Apex (formerly the Seymour property) in accordance with the Town of Apex Water and Sewer Extension Policy (W&S Policy). The Town of Apex will design and install the water and sewer facilities, and will be the service provider.

A fact sheet summarizing the W&S Policy including a service area boundary map is enclosed. Your property is within the service area boundary and may be eligible for service. The W&S Policy will be implemented over the next three years and service will be available to eligible properties following completion of the Water Reclamation Facility. Partner representatives will be contacting eligible property owners separately with more information about receiving water and sewer service under the W&S Policy.

An important next step in implementing the W&S Policy is conducting ground surveys and field investigations. Ground surveys and field investigations help ensure we have the most accurate information concerning land and environmental features. It is only through this field work that necessary information including existing well and septic tank locations, the location of their connections to structures, and the structure's first floor elevation can be obtained to plan and design the water and sewer utility extensions and service lines. Entering crawl spaces or basements may be necessary in addition to minor trimming of trees and small brush.

In the next several days you will receive a "notice of entry" letter from the Town of Apex with additional details and advance notice of when the Town of Apex authorized representatives will be in the area on or around your land. These representatives may include professional surveyors, environmental scientists, and engineers who will collect information needed to plan and design the water and sewer utility extensions using field surveys, geotechnical investigations, examinations, appraisals, and/or other investigations. These representatives will be wearing orange safety vests, will have picture identification badges, and will be hanging surveyor's flagging, or ribbons, on trees and shrubs to identify the limits of streams and wetlands, if present, on the property. While the flagging does not indicate the location of utility extensions, it is very

important in the planning and design process, so we ask that you please not disturb this flagging.

If you have any questions or concerns, or would like any additional information, please call me at (919) 469-4090. The Partners are committed to sharing information and seeking input from property owners and residents neighboring the project facilities throughout the design, permitting and construction phases, and during facility operations. Information about the project can also be found on the Partners' website at www.westernwakepartners.org.

On behalf of the Project Partners, thank you for your assistance.

Best Regards,

Stephen J. Brown, P.E.
Director of Public Works and Utilities
Town of Cary
Western Wake Partners Project Director

Attachment