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Kevin Brinkley
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Megan Lambert
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MEMORANDUM

Date: September 24, 2024

To: Board of Commissioners

From: David Ryan, P.E.

RE: Stormwater Master Plan- Public Engagement Memo

In 2015, the Town of Nags Head began an update to the 2006 Stormwater Management Plan. The plan was comprised of an asset inventory update in conjunction with the development of a Stormwater Capital Improvement Plan, (CIP). Thirteen separate stormwater project improvements were identified spanning from the north end of Town to South Nags Head. Of the thirteen project areas, construction of six projects has been completed, three have received Local Assistance for Stormwater Infrastructure Investments (LASII) grant funding with two of the three nearing the bid phase, two were assigned for remedial maintenance and the remaining two failing to meet a cost effectiveness threshold.

The Stormwater Master Plan update evaluates the current state stormwater management and the conditions of storm systems, ditches, and other management measures. The plan charts a path for a more sustainable community by providing a comprehensive framework for managing stormwater and watersheds for the next 10 years.

On August 18, 2023, the Town of Nags Head received an NCDEQ Division of Water Infrastructure (DWI) Stormwater Planning Grant in the amount of \$400,000 for a stormwater master plan update. As part of the grant funding requirements, preliminary scoping documents were developed, reviewed and approved through NCDEQ-DWI. The scope of work in the master plan will expand on planning work established in the 2015 update, with a condition assessment, identification of current system deficiencies, development of an updated stormwater CIP listing, public engagement and planning level cost information for general budgeting.

Several sources were utilized to develop a preliminary stormwater CIP listing in the creation of the preliminary scoping documents. A combination of citizen feedback and post-rainfall event observations were considered in crafting a planning budget for the preliminary project list. This was necessary to meet the grant funding requirements. The location of projects can be altered but the number of projects cannot be exceeded with the total estimate of twelve project improvement areas.

Public participation and engagement is identified as an integral part of the stormwater master plan process. Previously, the Town had selected an advisory stormwater committee comprised of a Board of Commissioners representative, a Planning Board representative and seven citizen representatives from neighborhoods throughout the Town. This committee was in effect for approximately a 12-month duration during the 2015 stormwater master plan update. An advisory committee or working group is one approach of public engagement. Another approach for consideration is to hold a single or multiple workshops to target a broader audience to receive citizen and stakeholder feedback related to local stormwater issues.

Staff is requesting Board feedback on selecting a public engagement approach considered to be the most beneficial to the stormwater master plan process.

As we proceed with initiating the master plan process, authorization to commence with the scope of work will be needed. The engineering consulting firm of McAdams, with support from Moffat & Nichol, Biohabitats, and Coastal Engineering and Surveying will assist with the plan development. The scope of work outlined in the McAdams proposal dated September 25, 2024 segments the work into several different phases. The initial phase of work will consist of initial data collection, stakeholder and public meetings, problem area identification, conceptual design, asset inventory and assessment, geodatabase management and dashboard creation. Future phases will consist of preparation of a stormwater master plan report, watershed restoration plans, and final plan presentation.

The fee proposal for the Phase 1 services is \$208,000.00. All funds shall be expended by December 31, 2026.

The requested Board of Commissioners consideration is to authorize the Town Manager to execute the planning proposal with McAdams in the amount of **\$208,000** to begin the stormwater master plan process.