



TOWN OF KILL DEVIL HILLS PUBLIC SERVICES

Post Office Box 1719, 107 Town Hall Drive
Kill Devil Hills, NC 27948
Administration (252) 480-4080 Fax (252) 441-6136
Office Hours: 8:00 a.m. – 5:00 p.m. Mon. – Fri.
Water Plant (252) 480-4090
www.kdhnc.com

STEPHEN F. ALBRIGHT
Director

June 13, 2022

DEREK A. DAIL
Assistant Director

Memorandum

MARCIA K. OLLIS
Administrative Services

To: Debora P. Diaz, Town Manager

ALFRED BURTON
Water Plant

From: Stephen F. Albright, Public Services Director *SFA*

WILLIAM H. WATERFIELD
Water Systems

**Subject: Recommendation for Approval and Funding of StRAP Canal
Debris Removal Grant**

L. RANDOLPH TURNER
Streets

LYNN E. LINDSEY
Solid Waste

A large portion of Kill Devil Hills is drained through the North Carolina Highway Commission canal between the Landing and First Flight subdivisions. This canal occurs outside of the normal NCDOT roadway right-of-way and has remained low on their priority level. The canal is quite wide and therefore not subject to the Town's routine maintenance activities. Debris has slowly accumulated over the last several decades and has likely been exacerbated by numerous tropical storm events.

Public Services would like to thank the Planning Department and Dare County Soil and Water for alerting us to a grant application through the North Carolina Division of Soil and Water Conservation. Public Services submitted the grant application in late March for the Streamflow Rehabilitation Assistance Program (StRAP). See attached map highlighting the work areas.

On May 23, 2002 the Town received an allocation letter indicating funding had been awarded up to \$258,458.00 from the North Carolina Soil and Water Conservation Commission (attached). Engineer's estimates for this project indicate construction costs of \$357,227 with additional construction management costs of \$31,601 being absorbed by Public Services Administrative Staff through our normal operating costs.

If the Board of Commissioners would like to move forward with this project a motion will be in order to:

1. Accept the allocation from the North Carolina Soil and Water Conservation Commission in the amount of \$258,458 for the proposed canal debris removal project;
2. Authorize the Town Manager to execute the contract with the North Carolina Department of Agriculture for the debris removal project;
3. Approve necessary budget amendment to appropriate the Town's portion of \$98,769 from fund balance for completion of the project and record the grant funds.

Dail, Derek

From: Williams, David <david.b.williams@ncagr.gov>
Sent: Monday, May 23, 2022 10:49 PM
To: Dail, Derek
Cc: Adam Simon; Pare, Eric; Trimnal, Maegan L; Reichert, Heather; Cox, Vernon N
Subject: StRAP Stream Debris Removal Allocation for Town of Kill Devil Hills
Attachments: StRAP SOW Revision Form v1.xlsx

Derek,

Last week the Soil and Water Conservation Commission approved an allocation of funds to 111 applicants for the Streamflow Rehabilitation Assistance Program (StRAP). I am pleased to notify you that the Town of Kill Devil Hills has been allocated **\$258,458** to conduct vegetative debris removal activities in the stream reaches that you proposed in Section B1 on your StRAP application. The Division has received nearly \$312 million in requests for assistance from 125 eligible applicants, but has only \$36.1 million available to allocate. Therefore, the Commission is only allocating stream debris removal funds to address its top priority: removal of vegetative debris. We are only able to allocate funds to cover a portion of the amount requested for most applicants. The unfunded portion of your application will remain active for consideration to award additional funds in **future** batching periods should additional funds become available.

We recognize that the funding amount you requested was substantially more than the amount we can award at this time. For this reason, we invite you to submit via email a revised proposed scope of work reflecting the work your organization can commit to do based on funding we can provide at this time. We expect that your revised scope may be scaled back considerably from your initial application.

I have attached a spreadsheet that you can use to indicate the stream segments you wish to have included in the scope of work. The spreadsheet will also include a section for you to propose a timeline for the project. The Commission is very concerned that work get underway quickly, so it has set a 45-day deadline for grantees to submit their revised Scope of Work. If you do not submit the revised Scope of Work by **July 6, 2022**, then this allocation will be rescinded and added to the allocation for other applicants.

The Commission also established an additional milestone to be included in the contract with each grantee. **Each grantee must submit a report on or before February 28, 2023 demonstrating that at least fifty percent (50%) of the granted funds have been committed to contracts (i.e. encumbered) with vendors. The failure of a grantee to meet this condition may subject the grantee's remaining unencumbered funds to reversion and reallocation by the Commission.**

Once we receive the revised scope of work, the Department of Agriculture will prepare and send to you a contract to complete the debris removal work specified in the revised scope of work. You will have 60 days to get the appropriate signatures on the contract and additional supporting documents and return it to the attention of Heather Reichert. We will then obtain signatures from authorized officials in the Department and return the fully executed contract to you. Please note, you may not begin work on debris removal activities prior to the date the contract is fully executed.

The Division encourages local sponsors to use an evidence-based approach, utilizing onsite surveys and publicly available geographic information system data from sources such as the Flood Inundation Mapping and Alert Network ([FIMAN](#)) or Flood Risk Information System ([FRIS](#)) to guide prioritization of awarded funds. These tools can be used to generally assess regional hydrologic conditions and better determine whether flooding is likely due to debris blockages versus the potential influence of downstream backwater effects due to wind, saturated soils or close proximity to downstream rivers or estuaries.

Please note that it will be the Town's responsibility to obtain all required permits, approvals, and access authority.

You will also likely receive communication from Ms. Heather Reichert who will be coordinating the contracting for your project. Heather can be reached at 919-707-3768 or Heather.Reichert@ncagr.gov. If you have questions, please feel free to contact me at the contact information shown below or Ms. Reichert.

We look forward to your response and to working with you to implement this important project. Please let me know if you have questions or need assistance.

Thank you, and Congratulations!

David B. Williams, Deputy Director
NC Division of Soil and Water Conservation
1614 Mail Service Center
Raleigh, NC 27699-1614
Office: 919-707-3772
Mobile: 919-280-7196
www.ncagr.gov/swc/

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Town of Kill Devil Hill Canal Debris Removal Site Map





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June 13, 2022

Memorandum

To: Debora P. Diaz, Town Manager
From: Derek A. Dail, Assistant Director

Subject: **Streamflow Rehabilitation Assistance Program (StRAP)**
Town of Kill Devil Hills (StRAP) Grant Award for Drainage Canal Debris Removal

On March 29, 2022, Public Service applied for a grant through the NC Department of Agriculture and Consumer Service Division of Soil and Water to rehabilitate a 2,000 foot section of the large drainage canal that extends west of Landing Drive and situated between Ketch Lane and Canal Drive and extending to West First Street. The grant is administered through their new *Watershed Initiatives – Streamflow Rehabilitation Assistance Program (StRAP)* that allocates money for projects that protect and restore the integrity of drainage infrastructure.

The section of drainage canal in need of rehabilitation is severely choked up with vegetative debris consisting of vegetative debris consisting of thick leaf beds and pine straw litter with snags and downed trees.

On May 23, 2022 Public Services was notified that the Town has been awarded allocated funds in the amount of **\$258,458** for the rehabilitation of the impaired canal section.

Pursuant to this request, Public Services has prepared cost estimates for the removal of the vegetative debris currently impairing the canal section. Cost estimates are provided in the following table.

Town of Kill Devil Hills Canal Debris Removal Cost Estimate					
Application Item B1 - SWCC Priority 2- Vegetation Removal (project primary priority)					
Item	Description	Unit	Unit Price	Quant.	Extend Price
1	Permit/Project Mgmt (12% Const., Items 2-6)	LS	\$ 31,601	1	\$ 31,601
2	Mobilization (7% item 2,3 & 4)	LS	\$ 17,228	1	\$ 17,228
3	Tree Removal and Site Prep	LS	\$ 15,000	1	\$ 15,000
4	Section 1: 1600 LF 30'Wx3'D Veg Removal	CY	\$ 40	5,333	\$ 213,333
5	Section 2: 400 LF 30'Wx1'D Veg Removal	CY	\$ 40	444	\$ 17,778
6	Landfill Disposal (4cy/ton)	Ton	\$ 65	1444	\$ 93,889
Total Vegetation Removal Cost Estimate					\$ 388,828

The total estimated funds needed to complete the vegetative debris removal project is **\$388,828**. The estimate was developed and itemized based on consultations with contractors and consultants who specialize in this type of work.

The allocated funds are **\$130,370** short of the total estimate. Public Services intends to manage the permitting and construction with in house staff and resources and values these services at **\$31,601** in the cost estimate.

Public Services requests the Board of Commissioners to allocate the remaining **\$98,769** from the cost estimate as matching funds to the StRAP program to complete the needed vegetative debris removal project.

Public Services also requests the Board of Commissioners' consent to enter into contract with the Soil and Water Conservation Commission for the vegetation project in accordance with the StRAP program.