



**TOWN OF KILL DEVIL HILLS**  
*Land Where Flight Began*

MEMORANDUM

June 14, 2023

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: New Business

**1. Draft Water Plans**

NCGS §143-355(1) requires each unit of government that provides water service periodically prepare and submit a Local Water Supply Plan (LWSP) and a Water Shortage Response Plan (WSRP) at least once every five years. All Plans are required to be submitted to the NC Department of Environmental Quality (NCDEQ) for review and final approval.

**A. Local Water Supply Plan (Attached NB-1A)**

Assistant Public Services Director Derek Dail's attached memorandum details the process by which the NCDEQ has reviewed the Town's LWSP, noting that the Town's 2022 Plan is deemed complete to the standards and criteria established by statutory requirements. To finalize the process, NCDEQ requires submission of a resolution acknowledging Board of Commissioners' approval.

Staff recommends approval of the LWSP and accompanying resolution, as presented. A motion will be in order.

**B. Water Shortage Response Plan (Attached NB-1B)**

Assistant Public Services Director Derek Dail's attached memorandum provides an overview of the Town's Water Shortage Response Plan (WSRP), which would be implemented in the event of a water shortage. Established in 2018, this updated WSRP establishes the authority for the declaration of a water shortage and details the water shortage levels, and accompanying response. The Town's Plan also closely follows the Dare County WSRP and incorporates it by reference since the County is the Town's sole water supplier.

The NCDEQ process of review is similar to the Local Water Supply Plan; however, a 30-day public comment period is also required prior to Board of Commissioners' approval. The notice inviting public comment has been published in *The Coastland Times*, posted on the Town's bulletin boards, the Town's website at <https://www.kdhnc.com/1106/June-14-2023-Board-of-Commissioners-Meet>, social media platforms, and has been disseminated through the

Town's electronic distribution list. Bound copies have been placed in the Administration and Public Services Departments, as well as the KDH Library.

To finalize the WSRP process, NCDEQ requires submission of a resolution acknowledging Board of Commissioners' approval. Staff recommends approval of the WSRP and accompanying resolution, as presented. A motion will be in order.