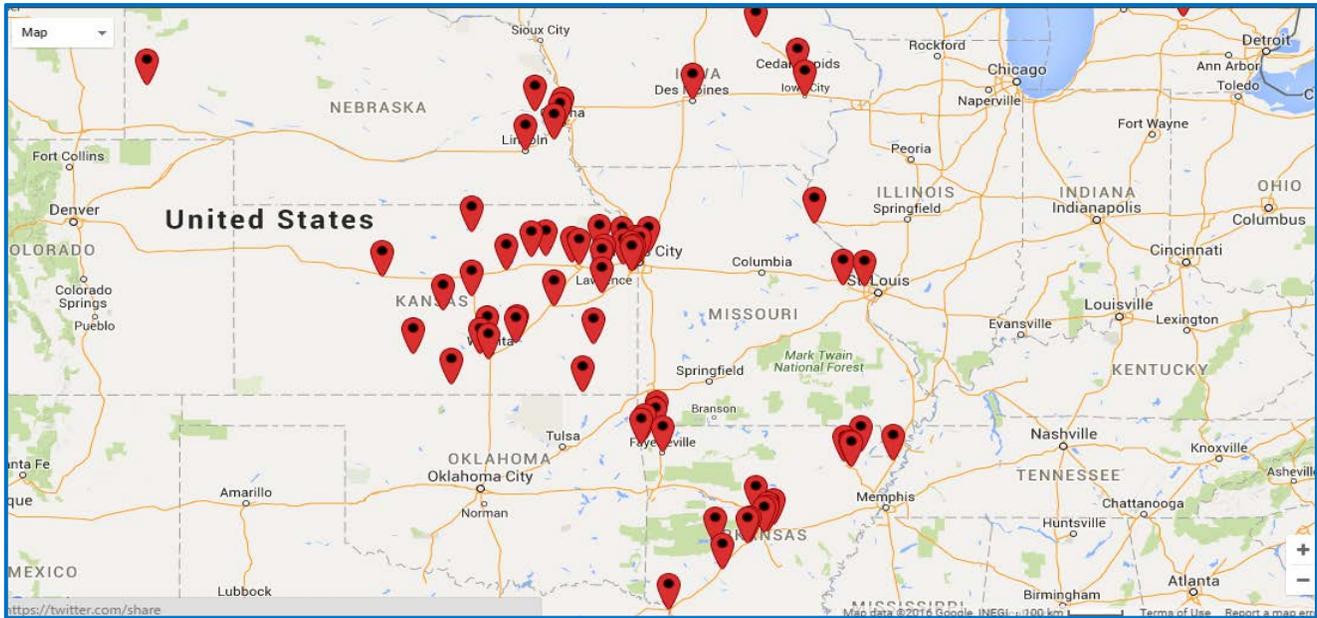


MOKAN CRS USERS GROUP

Kansas, Missouri, & Nebraska

mokan.stormsmart.org

June 2016



MOKAN CRS Users Group Survey 2016

In February, a survey was sent out to the 152 email addresses on the MOKAN email distribution list. This list is comprised of CRS communities, communities interested in the program, community officials, and others interested in CRS. You may have signed up for the list or your email was provided.

We asked for your feedback on MOKAN participation and training topics. 32% of the users group participated in the survey and we are using this data to guide us in 2016. From the survey we were able to provide the first quarter's training session via webinar on the flood insurance reform, hosted by FEMA Region VII.

The map above demonstrates the location of MOKAN participants. We will continue to host Arkansas with MOKAN as they develop their users group. If you would like to join the MOKAN team, please contact Jonathan.

Jonathan Wiles, CET, CFM

p. (913) 742-6292 | jwiles@cityofshawnee.org

*Some emails are returned as undeliverable. If you would like to be removed from the distribution list or have an updated email address, please contact Jonathan. MOKAN map was created by using identifying locations from email addresses and does not represent all

Community Spotlight – City of Shawnee, Kansas



If the thought of an ISO verification visit or the CRS program stresses you and makes you feel like you are simply treading water, than this Community Spotlight is for YOU!

I started with the Stormwater Group at the City of Shawnee in 2010; shortly after our Level 8 Verification Visit from ISO. Having a very limited knowledge of the NFIP and the CRS Program, I immediately felt overwhelmed and concerned. With so many activities and so many departments involved, how could I fully grasp all that encapsulates CRS? Enter MOKAN...

In 2012 Melissa Mitchell sent out a call for help in starting a support group for CRS users, no matter what level or knowledge the community can bring. This was my chance to jump right in the thick of things! Immediately, I was put into direct contact with Melissa, Steve Samuelson, Dane Bailey, and countless other individuals that were happy to help me and to see Shawnee succeed in the CRS Program.

In 1991, Shawnee was the first community to join CRS in the state. In 2010 when I joined the Stormwater Group, we had achieved a Level 8 Community Rating. We began immediate work with our Codes Department to improve our BCEGS Rating to break that Level 7 barrier. We found that the hardest part of this process was finding time to do the paper work. Much of what we were already doing qualified to help us boost our rating! Within about 8 months, we received our upgrade to Level 7.

By January 2015, we were contacted by ISO for our cycle verification visit. Not only was this a cycle verification, but it also included our move to the 2013 CRS Manual. BCEGS are one thing; the entire verification process invokes enough fear to make any grown man cry! But remember, the best way to eat an elephant is ONE BITE AT A TIME!

I began by getting my hands on the largest 3-ring notebook I could find. Then I created some nice dividers for each activity in the new manual and began organizing as much information as I could right off the bat. The best place to start is with your Cross Walk document from ISO. Remember, there is no reason to reinvent the wheel or provide information that is not required. Keep the 2013 Manual close by and follow your Cross Walk as you assemble the notebook.

One of the greatest things we did was hire a GIS intern for the summer. She was amazing! Remember, just because she doesn't know about the CRS program, doesn't mean she has a huge learning curve. All that we needed to do was make sure that she had all of the information she would need to create comprehensively organized maps. As you begin to organize the data that you have and that you are familiar with, you should realize what maps you would need for your visit. We made a list of maps for her, and let her do her thing!

Next, we realized what information we did not have. I identified each individual that would need to be contacted about what information. After all the information was compiled, I simply sent out a mass email requesting that they provide me with the information outlined in the email. Some came in easily and completely. Other required some follow-up. Some required a box of Krispy Kremes for compliance. The point is, the work was already being done. It only required the footwork to seek out the information and verification documents for ISO.

Spending about 30% of my time from January to June 2015 for our cycle visit, I was able to not only provide all the materials that were needed for the cycle visit, but I also found areas in our normal operating procedures that received significant credit! It required no extra work for

anyone. However, it would have never been found if we had not done this inventory. I am proud to say that, we exceeded our expectations of staying in our current rating for the move to the new manual. Instead, we are now a Level 6 CRS Community (level 6 is the highest CRS Class in Kansas) and are only around 71 points from a Level 5!

The reason I write this is not to brag, but to show you all how we were able to succeed by simply doing what we do best. One of the biggest "hang-ups" about CRS is the fear of having to do more or have to deal with cycle visits. Our cycle visit took one 8-hour work day due to our organized approach. Staying organized kept things moving very fluid and didn't waste anyone's time. We didn't have to add any extra responsibilities to anyone. Everyone received the benefit of knowing that what we do is among the best in NFIP Communities, and our residence received an additional 5% off their premiums! Also, this exercise helped prepare me for my CFM exam that I took in September.

If you are interested in joining this elite group of individuals and propelling your career and your community's floodplain to the next level, please consider contributing to the MOKAN CRS Users Group! There will always be someone ready to help you "tread water"! (I couldn't resist!)

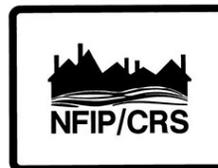
Jonathan Wiles, CET, CFM

p. (913) 742-6292 | jwiles@cityofshawnee.org

CRS Communities in the News

The City of Fremont, Nebraska recently completed a CRS class improvement from a 9 to an 8. The *Fremont Tribune* wrote an article in May about the communities CRS efforts titled, "[City flood management improvements benefit many.](#)"

CRS Communities – May 1st Publication List



Congratulations to our communities who joined the program or had a class improvement. The May 2016 [publication list](#) included new Midwest CRS communities: City of Fayetteville, AR, City of Silverlake, KS, City of Brentwood, MO, and City of Coralville, Iowa. The City of Shawnee, KS had a class improvement from a 7 to 6. The City of Papillion, NE also had class improvement from an 8 to a 7.

Keep an eye out for the October 2016 publication list later this fall. A lot of great work coming out of the Midwest!

FEMA Region VII, Insurance Program Specialist

After over a year of vacancy I'm happy to announce the Insurance Specialist position has finally been filled for Region VII. To introduce myself a bit, I worked for long time Flood vender Covansys/CSC/NFS/Aon running the Flood underwriting department for about 13 years. We serviced both WYOs and the NFIP Direct/SDF contracts. I'm hoping my background will serve useful for any of your Flood Insurance related issues.

Chris Parsons, Insurance Program Specialist

Mitigation Division, FEMA Region VII

p. (816) 283-7980 | Christopher.parsons@fema.dhs.gov

Notes from your ISO/CRS Specialist

Annual CRS recertification forms will be going out to CRS communities in August with a due date of October 1st. This is a reminder for communities who have received and are maintaining Activity 510 credit for their hazard mitigation plans and/or repetitive loss area analysis. To complete your recertification of this activity, the following is required:

510- FMP

A copy of the **annual evaluation report** as specified in Step 10. The report must review each action item, describe what was implemented (or not implemented), and recommend changes to the action plan as appropriate. If not in the evaluation report document, the recertification submittal must also include the minutes of the committee meeting(s) (if getting credit for Step 10(b)) and a **description of how the report was submitted to the governing body, released to the media, and made available to the public.**

510- RLAA

A copy of the **annual evaluation report** (Section 512.b, credit criterion (4)). If not in the evaluation report, the recertification submittal must also document how the **evaluation report and update were made available to the media and the public.**

Melissa Mitchell, CFM

ISO/CRS Specialist for KS, MO, MN, AR, NE, IA

p. (913) 543-0632 | mmitchell@iso.com

Elevation Certificate and Floodproofing Form Update

The updated [certificate of elevation](#) and [floodproofing forms](#) are back online. This document is referenced in the NFIP Flood Insurance Manual (Special Certifications Section). It is not currently fillable, so it must be printed and completed, then submitted. A fillable form is being created and will be posted as soon as possible per FEMA's website.

EC and the NFIP Information



FEMA Form 086-0-33, aka the Elevation Certificate, has a variety of uses and therefore different requirements for those uses. While the Elevation Certificate can be used to ensure compliance with community floodplain ordinances or to request a Letter of Map Amendment (LOMA), this article focuses on how to fill out the form for determining the proper

insurance premium under the National Flood Insurance Program (NFIP).

Pursuant to the FEMA WYO W-16002 bulletin, the Elevation Certificate has been revised effective 7/15. A link to the new form can be found here:

http://nfipiservice.com/Stakeholder/W_16002/W-16002.html. To ensure the correct form is being used, look for "Form 086-0-33 (7/15)" in the lower left corner. Detailed instructions on how to fill out each field can be found on page 8.

While the Elevation Certificate form has instructions, there can still be some ambiguity on certain fields given varying building types and changes in community map information. This can lead to disconnects between surveyors and NFIP Underwriters. The Federal government has emphasized the need for properties to be actuarially rated. To accomplish actuarial rating NFIP Underwriters must ensure there are no discrepancies between the Flood Insurance application and the Elevation Certificate.

The information below is a list of common nuances for various fields on the Elevation Certificate. This information was gathered by talking with NFIP Underwriters to determine what they look for or how the form should be filled out to align with the Flood Insurance application. While the suggestions may not apply to all properties, following these guidelines as closely as possible will result in fewer rejections of Elevation Certificates and more accurate rating of NFIP policies.

A2./A3. – The property address must match the application exactly. If the address on the Elevation Certificate (EC) is different than the application, then documentation such as a tax record linking the descriptive/legal address to the street address must be submitted. The matching requirement includes address suffixes such as place, street, circle, etc. It also includes building identifiers such as unit # or suite #.
A6. – In order to use the EC for Flood Insurance through the NFIP photographs of the front and back of the structure are required. The photos must show the foundation, the

entire building (to verify the # of floors), and at least 1 vent/opening (if present). A photo showing at least 1 vent/opening is also needed for an attached garage. Photos of the front, back, and sides are required for split level buildings. Multiple photos should be taken if all features cannot be captured in the required front and back photos.

A8. -This section should be filled out if there is no attached garage or the garage is beneath the living space. The sq. ft. of the enclosed area(s) and #/sq. in. of openings should be combined with the garage information. A9 can be left blank since the information is included in A8.

A9. – This section should be filled out when the garage is located next to the living area.

B1.-B9. – The most recent map information should be entered into these fields. Prior map information (if available) can be entered in Section D Comments section.

B9. – A Base Flood Elevation should not be entered if the Flood Zone is a NSFHA (B,C,X) or AO. BFEs should only be entered for SFHA (A or V Zones).

B10. – For most zones acceptable sources of the BFE are FIRM, FIS Profile, or Other: LOMA. Community Determined is only valid for Unnumbered A zones. For Unnumbered A zones, documentation is not required if the BFE is determined by an approved federal or state agency outlined in FEMA publication 265 “Managing Floodplain Development in Approximate Zone A Areas”. When the source is other than an approved federal or state agency the community must agree to the BFE in writing.

B11. & C2. Datum Information- The datum used for the BFE (B9) must be the same as the elevations in Section C. If the elevations in Section C are not in the same datum format as the BFE then they should be converted. Detailing the conversion factor and stating the measurements have not been converted in the comments section is also acceptable.

C2f. – Ensure the lowest adjacent grade is correct. If C2a is < C2f the property will be considered as having an area below grade. The diagram in A7 should reflect 2A, 2B, or 4 (basement structure).

Section D – Signature and Seal Area: The Elevation Certificate must always be signed by a licensed surveyor. The EC will not be accepted if it only has the surveyor or engineer’s seal unless there is a signature on the seal. Digital signatures are acceptable as long it contains an image of the signature.

Comments Section: Any known oddity or discrepancy should be noted in the comments section. An example

would be potential grandfathering information to include the prior community #/map date/suffix/panel/zone /BFE/and Datum.

Section E – As stated in the instructions Section E should only be used for AO and A zones without a BFE. If using Section E, Section C should be left blank. Vice versa, if using Section C then Section E should be left blank.

Misc. - All changes and corrections to the Elevation Certificate document must be initialed and dated by a licensed professional.

Chris Parsons, Insurance Program Specialist

Mitigation Division, FEMA Region VII

p. (816) 283-7980 | Christopher.parsons@fema.dhs.gov

Floodplain Management Tools on YouTube

As the avenue for information continues to grow, YouTube has become a source of information by consultants, city, state, ASFPM, and State Floodplain Management Associations.

H20 Partners teamed with Steve Samuelson with the Kansas Department of Water Resources on “[Demonstrating the Elevation Certificate.](#)” ASFPM has a YouTube video on “[Becoming a CFM](#)” where two CFM’s explain why they decided to become certified.

Building Code Effectiveness Grading Schedule

Upcoming Building Code Effectiveness Grading Schedule (BCEGS) presentations in Kansas:

[Kansas Association for Floodplain Management](#)
Early Bird Session about BCEGS and Resilient Communities, September 7th, Mulvane, KS

[Kansas Emergency Management Association](#)
September 13 to September 16 in Junction City, KS

ISO is a conference sponsor for the 2016 [International Codes Council](#) Annual Conference in Kansas City, MO, October 16-18th

If you are interested in learning more about the [BCEGS](#) process, or to request a BCEGS meeting or presentation for your code organization, please contact:

Randolph Finkle, CBO

Field Representative, BCEGS

p. (660) 424-3685 | rfinkle@verisk.com

CRS Resources

[FEMA National Flood Insurance Program Community Rating System](#)

[CRS Resources](#)

[NFIP FloodSmart.gov](#)

[MOKAN CRS Users Group](#)

[NFIP/CRS Newsletter](#)

NFIP Coordinator Contact

If your community is interesting in making application for Community Rating System (CRS) you must first complete a Community Assurances Visit (CAV). To request a CAV, a letter of interest is sent to FEMA Region. CAV questions can be answered by your State NFIP Coordinator:

Tom Morey, R.S., CFM, NFIP Coordinator

Kansas Department of Agriculture
Division of Water Resources
p. (785) 296-5440 | Tom.morey@kda.ks.gov

Dale Schmutzler, CFM

Missouri State Emergency Management Agency
p. (573) 526-9135 | Dale.schmutzler@sema.dps.mo.gov

Mitch Paine, CFM

Floodplain Management, Nebraska Department of Natural Resources
p. (402) 471-9252 | Mitch.Paine@nebraska.gov

Bill Cappuccio, State NFIP Coordinator, Iowa

p. (515) 725-8342 | Bill.Cappuccio@dnr.iowa.gov

Mike Borengasser, CFM, State CRS Coordinator

Arkansas Natural Resources Commission
(501) 682-3969 | michael.borengasser@arkansas.gov

Floodplain Management Associations & State DNR Training Opportunities

All states have a floodplain/stormwater association and many DNR offices offer training opportunities. Here are website links for you to follow:

Arkansas

<https://www.arkansasfloods.org/afma/>
<http://anrc.ark.org/divisions/water-resources-management/flood-insurance/>

Iowa

<http://www.iowafloods.org/>
<http://www.iowadnr.gov/>

Kansas

<http://www.kafm.org/>
<https://agriculture.ks.gov/divisions-programs/dwr/floodplain/NFIP>

Missouri

<http://www.mfsma.org/coursesworkshops.html>
<http://sema.dps.mo.gov/programs/floodplain/>

Nebraska

<http://www.nefsma.com/>
<http://www.dnr.ne.gov/fpm/NFIP>

Additional Training Opportunities

- [CRS Resources – Webinars](#)
- [Association of State Floodplain Managers](#)
- [H2O Partners - webinars](#)

Activity Point of Contact

We have asked MOKAN communities to be the point of contact for specific CRS sections/activities. Please do not hesitate to contact them with any questions that you may have in regards to CRS support by activity. If you are interested in supporting an activity, please let us know and we will add you to the contact list.

| CRS Activity | Contact | Email |
|--------------|---|--|
| 310 | City of Overland Park Pam Fortun, P.E. CFM (913) 895-6054 | Pam.Fortun@opkansas.org |
| 330 | City of Lawrence Amy Miller, AICP, CFM (785) 832-3166 | amiller@lawrenceks.org |
| 340 | Dale Schmutzler, CFM, MO State NFIP Coordinator (573) 526-9135 | Dale.schmutzler@sema.dps.mo.gov |
| 350 | City of Lenexa Tom Jacobs, P.E., CFM (913) 477-7644 | tjacobs@lenexa.com |
| 360 | City of St. Charles, MO Ellie Marr (636) 949-7900 x7235 | EMarr@sccmo.org |
| 370 | FEMA Region VII Andy McGrail, CFM 816-283-7982 | andy.mcgrail@fema.dhs.gov |
| 410 | City of Shawnee Jonathan Wiles, CET (913) 742-6292 | jwiles@cityofshawnee.org |
| 420 | City of Lenexa Tom Jacobs, P.E., CFM (913) 477-7644 | tjacobs@lenexa.com |
| 430 | Platte County, Mo Gale Cantu, C.B.I. (816) 858-3380 | GCANTU@co.platte.mo.us |
| 440 | Kansas DWR Dane Bailey (785) 296-7769 | Dane.Bailey@KDA.KS.GOV |
| 450 | City of Shawnee Jonathan Wiles, CET (913) 742-6292 | jwiles@cityofshawnee.org |
| 510 | City of Shawnee Jonathan Wiles, CET (913) 742-6292 | jwiles@cityofshawnee.org |

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| 520 | Platte County, MO Gale Cantu, C.B.I. (816) 858-3380 | GCANTU@co.platte.mo.us |
| 530 | City of St. Charles, MO Ellie Marr (636) 949-7900 x7235 | EMarr@sccmo.org |
| 540 | City of Lawrence Matt Bond, P.E., CFM (785) 832-3142 | mbond@lawrenceks.org |
| 610 | City of Overland Park Pam Fortun, P.E. CFM (913) 895-6054 | Pam.Fortun@opkansas.org |
| 620 | Ben Higgins, City of Lincoln (402) 441 – 7589 | watershed@lincoln.ne.gov |
| 630 | Contact your State Dam Safety Coordinator for element SDS | |