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Topeka, Kansas 66612-1283

Dale A. Rodman, Secretary
David W. Barfield, Chief Engineer



Sam Brownback, Governor

March 7, 2013

Scott Mccullough
Director, Planning and Development, City of Lawrence
Post Office Box 708
6 East 6th Street
Lawrence, Kansas 66044

Re: Lower Kansas Risk MAP Project Charter

Dear Mr. Mccullough,

As you may know, last year the Federal Emergency Management Agency (FEMA) funded a Risk MAP project for the Lower Kansas watershed. The Kansas Department of Agriculture – Division of Water Resources is completing this project through its Cooperating Technical Partnership with FEMA. Kick-off meetings were held in Douglas and Johnson Counties last December. An overview of the project was given at the meeting and the enclosed project charter was distributed. The purpose of this letter is to follow up on the project charter.

The project charter provides an overview of the Risk MAP project, establishes the protocol for communication and coordination throughout the life of the project, and outlines the roles of all parties involved. Ultimately, the goal of the document is to keep communities informed and engaged to ensure the resultant project is one that will help communities increase their resiliency during floods.

Please review the enclosed charter and return a signed copy to this office by **March 29, 2013**. Preferably the chief elected official of your community (or designee) should sign the charter. If you have any questions or would like to request changes to the original document, please contact me at 785-296-2513.

Sincerely,

A handwritten signature in black ink that reads "Erika Stanley".

Erika Stanley
Mapping Coordinator

encl: Lower Kansas Project Charter
cc: Bob Franke, FEMA Region VII

Lower Kansas - Risk MAP Project Charter

Working together on a Risk Mapping, Assessment, and Planning (Risk MAP) project, Federal Emergency Management Agency (FEMA) Region VII, Kansas Department of Agriculture (KDA) and the communities within the Lower Kansas watershed will identify, assess, communicate, plan for, and mitigate against communities' flood risk. The flood risk information provided by this project can be used by the community to enhance hazard mitigation plans, make informed decisions to improve resilience to flooding and raise awareness about local flood risks. This Risk MAP Project will be completed by KDA as part of the Cooperating Technical Partnership between KDA and FEMA.

This project charter:

- Introduces the Risk MAP project
- Describes the mapping, assessment, and planning information, products, and assistance that FEMA/ KDA will provide
- Describes the roles and responsibilities of FEMA, KDA and the local communities

Introduction

FEMA's Map Modernization (Map Mod) program was established to provide digital Flood Insurance Rate Map (FIRMs) to the communities. In order to leverage the successes of Map Mod and further enhance the usability and value of flood hazard mapping, FEMA has developed Risk MAP, a program that combines flood hazard mapping, risk assessment tools and mitigation planning. Through collaboration with state and local entities, Risk MAP will deliver Regulatory mapping on a stream by stream basis, as needed, and Non-Regulatory products that are intended to increase public awareness and lead to action that reduces risk to life and property.

The benefits of this project will include activities that will enable additional communication with the communities, provide for increased flood risk awareness among citizens and Risk MAP products available for community use.

Mapping and Assessment

The Lower Kansas Risk MAP Project scope was developed after careful consideration of the communities' needs. The flood risk products that will result from this project are outlined below. Please see attached map for specific locations of project activities.

Non Regulatory Products - Flood Risk Products

To show where and why floodplains have changed and quantify the risks associated with those changes, FEMA and KDA will work closely with communities in the Lower Kansas watershed to produce the products listed below. Communities can use these updated data and products to make informed hazard mitigation, land use and development, and emergency management decisions.

- **Flood Risk Report:** Details the flood hazards and risk exposure within the community, watershed, or other geographic area. It also explains the risk assessment methodology used and results.

- **Flood Risk Map:** Depicts county and community boundaries in relation to the areas of risk within the study area, emphasizing that risk reduction activities may have an impact well beyond the site
- **Flood Risk Database:** Provides access to the data collected, created, and analyzed during the project.

Non Regulatory Products - Flood Risk Datasets

FEMA will also provide access to the following datasets that underpin the Flood Risk Products described.

- **Changes Since Last FIRM:** Identifies areas where the floodplain, floodway, and/or flood zone designations have changed since the previous flood study. Engineering factors that may have contributed to any changes will also be identified. The built environment affected by the change will be quantified and summarized.
- **Flood Depth and Analysis Grids:** Indicate the 10 percent, 4 percent, 2 percent, 1 percent, and 0.2 percent annual chance flood events. They will also be used to depict the percent chance of flooding over 30 years, the typical length of a home mortgage.
- **Flood Risk Assessment:** Highlights areas where risk reduction actions may produce the highest return on investment. A refined HAZUS loss estimation analysis will be conducted for flooding sources using default HAZUS building stock information.

Regulatory Products

Stream reaches in the Lower Kansas watershed identified as in need of being updated will receive the following:

- **Flood Insurance Study (FIS) Report:** Describes Communities in the Lower Kansas watershed flood history and provides technical information on the study.
- **Flood Insurance Rate Map (FIRM):** Identifies flood zones, base flood elevations, and floodplain boundaries. This map is also used to determine where flood insurance is required.

Planning

The flood risk information developed during this project will provide local governments with analyses they can use to develop or update local and State mitigation plans. Communities in the Lower Kansas watershed can use this data to identify risks and vulnerabilities associated with floods, evaluate the areas of high mitigation value, and develop long-term strategies for protecting people and property from future flood events.

As part of the Risk MAP project, FEMA will offer mitigation planning technical assistance to cover the fundamentals of the requirements for communities to develop new or updated local mitigation plans that address priorities and needs and meet requirements established in 44 CFR 201.6. FEMA will also discuss with communities how the data and information from the Risk MAP Flood Risk Products can be incorporated into and enhance the flood portion of hazard mitigation plans.

In addition, FEMA will share mitigation planning and/or implementation best practices, resources available to support flood mitigation actions, and assist in the development of an action item list to facilitate local mitigation activities.

FEMA Resources to Support Flood Mitigation Actions

FEMA encourages floodplain management activities that exceed minimum requirements through programs such as the Community Rating System. FEMA also offers Hazard Mitigation Assistance grant programs that fund eligible mitigation activities that reduce disaster losses and protect life and property from future disaster damages. Information on these programs will be provided along with other related State, Federal, and association resources throughout the project.

Communication and Coordination

FEMA, KDA and the communities in the Lower Kansas watershed will work together to establish a consistent flow of information about project timeline, status, and next steps. In addition to regular status reports, FEMA will coordinate with communities to hold a minimum of three meetings, as described below. FEMA will also work with the communities to enhance their ability to communicate about the hazard and the associated risk to people who live and work within the watershed.

- **Kick-Off Meeting:** Will introduce the Project Management Team (PMT), setting project expectations, discuss Risk MAP non-regulatory products, roles and responsibilities, and provide Risk MAP project schedule.
- **Flood Study Review Meeting:** Will provide local officials the opportunity to view and comment on drafts of the engineering analyses and flood risk data. This meeting may also include highlights of hazard mitigation planning and implementation best practices from local officials in the region.
- **Resilience Meeting:** Will provide local officials with the Flood Risk Products described above and describe how to incorporate this new information into existing hazard mitigation plans. Resources available from State and Federal governments and professional associations that support planning and implementation activities will be highlighted. The meeting will result in action items developed by the community to encourage mitigation activities.
- **Risk MAP Project Close-Out Meeting:** The meeting will provide a comprehensive view of the non-regulatory products that are developed as part of the Risk MAP project and revise the Risk MAP Action Measure Fact Sheet. No regulatory products are included in these Risk MAP projects. Risk MAP production team support will be provided to support the local officials, or deliver the messages, at the Public Meeting if the local officials are unwilling. Also, communities will be encouraged to identify short- and long-term efforts to progress towards increasing flood risk awareness and management.

Roles and Responsibilities

This Project Charter represents a good-faith effort by all parties to share data, communicate findings, and plan mitigation activities to protect communities in the Lower Kansas watershed from flood risk. **It is not legally binding nor does it preclude community from participating in the FIRM appeal process.** It is intended to provide a common strategy to address flood hazards and increase resilience within the watershed.

FEMA will provide community officials with regular project status updates, the data and products described above, and outreach guidance to increase local awareness of flood risk. These efforts will better enable communities to take action to reduce risk, through the adoption of the maps, development,



or enhancement of mitigation plans, and increased communication with citizens to inform them about their risk and the steps they can take to mitigate that risk.

Each community will have opportunity to provide input and updates throughout the study process to verify data and ensure that the information accurately represents the community.

As referenced above, FEMA or its representative and community officials will communicate at least three times over the course of the project to review project milestones, outcomes, and impacts.

Robert G Bissell

Robert G Bissell, Director, Mitigation
Division, FEMA Region VII
March 7, 2013

Tom Morey

Tom Morey, State NFIP Coordinator
Kansas Department of Agriculture
March 7, 2013

Name _____

Title _____

Date _____

Lower Kansas Watershed

Project Summary
 December 3, 2012

Legend

- JO County Streams*
- Lower Kansas Watershed
- Updated Panels
- Updated Streams

* JO Co streams updated with Non-Regulatory RiskMap Products

