

MINUTES OF SPECIAL MEETING  
CASS COUNTY JOINT WATER RESOURCE DISTRICT  
CASS COUNTY HIGHWAY DEPARTMENT  
WEST FARGO, NORTH DAKOTA  
MARCH 16, 2016

**Western Cass Flood Insurance Study (FIS) - Cass County Community Coordination and Outreach (CCO) meetings**

The following CCO meetings were held:

- March 16, 2016, at 1:30 p.m. at the Cass County Highway Department;
- March 16, 2016, at 6:00 p.m. at the Harwood Community Center;
- March 17, 2016, at 1:30 p.m. at the Cass County Highway Department; and
- March 17, 2016, at 6:00 p.m. at the Mapleton Community Center.

Present were those whose names appear on the attached rosters.

David Sutley welcomed everyone and stated the purpose of the meeting was to discuss the preliminary flood hazard data sent to communities and townships, review the scope of the flood risk project for Western Cass County, provide information on the public appeal and comment process and discuss additional (non-regulatory) data that is available to communities. Mr. Sutley explained local officials, floodplain administrators, and staff have a responsibility to review the preliminary products, submit questions and comments to the Federal Emergency Management Agency (FEMA) Region VIII, share new flood hazard data with property owners and stakeholders, identify mitigation needs and priorities, update local plans, codes, and ordinances and adopt the Flood Insurance Rate Maps (FIRMs).

The project scope included updating portions of the effective Western Cass County regulatory products, such as FIRMs, the FIRM Database, and the FIS.

Mr. Sutley provided a review of the project timeline. The first meeting was held on October 22, 2013. Hydraulics review meetings were held on September 11 and December 19, 2014. A flood risk review meeting was held on May 15, 2015, with three resilience meetings held August 18-19, 2015. The preliminary products were distributed on January 29, 2016. Mr. Sutley explained the products are preliminary and this is the time for comments and discussion with FEMA.

The summary of map actions (SOMA) is issued in conjunction with the publication of a community's preliminary FIRMs. The SOMA provides a comprehensive list of previously

issued letters of map changes for a community and assists community officials and property owners in determining the status of the letters of map changes as a result of revisions to the FIRMs. Mr. Sutley stated communities should review their SOMA carefully.

A 90-day appeal and comment period will follow the CCO meeting. A letter of final determination will be issued in the spring of 2017, followed by a six month adoption period. The effective issuance will be the summer of 2017. Mr. Sutley stated comments can be submitted at any time, but appeals should be submitted within the 90-day appeal period to FEMA Region VIII, with a copy submitted to Brian Murphy at the Regional Support Center.

A new method, Percent Allowable Fill Management, will replace regulatory floodways on the updated products. Mr. Sutley explained the impact of the new modeling development. Officials should provide feedback to FEMA on areas in their community that need more space for development. Mr. Sutley stated draft Percentage Allowable Fill maps are available for review. The allowable percentage fill will be finalized as the products are finalized after the appeal period.

Mr. Sutley briefly presented information on the National Flood Insurance Program requirements, flood risk project objectives, non-regulatory products, changes that were made to the FIRMs, data and analytics available through the FEMA website, and programs available to Cass County for pre-disaster mitigation, flood mitigation assistance, and hazard mitigation assistance after a federal disaster declaration.

**Adjournment**

There being no further business to be considered by the Board, the meeting adjourned without objection.

APPROVED:

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Mark Brodshaug  
Chairman

ATTEST:

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Carol Harbeke Lewis  
Secretary-Treasurer