

Administrative Control Board Meeting
For the Box Elder County and Perry City Flood Control Drainage
Special Service District
Perry City Offices – 1950 S Highway 89
Tuesday April 21, 2026, 5:15 p.m.

1. Welcome & Call to Order
2. Public Comments
 - (1) Please speak only once (Maximum 3 Minutes) per agenda item.
 - (2) Please speak in a courteous and professional manner.
 - (3) Do not speak to a specific member(s) of the Board, Staff, or Public. (Please speak to the Chairman of the Board Members as a Group)
 - (4) Please present possible solutions for all problems identified; and
 - (5) No decisions will be made during this meeting if the item is not specifically on the agenda.
3. Discussion/Action Items
 - A. EAP – Emergency Action Plan update Matt Robertson
 - B. Bench Road update – Matt Robertson
 - C. Cleanup plan
 - D. Quarterly Financial Statement Review
 - E. Bylaws Results
4. Approve Meeting Minutes
 - March 10, 2026
5. Motion to approve Invoice Payments (Roll Call Vote)
6. Board Member Items & Items for Next Agenda (Next regular meeting May 19th)
7. Adjournment

Certificate of Posting

The Undersigned Duly Appointed Official Hereby Certifies that a copy of the foregoing Agenda was sent to each Member of the Board and posted in Three Locations at the Perry City Offices, Dale Young Park, Perry City Park on this 13th day of April 2026. Any individual Requiring Auxiliary Services should contact the City Offices at least 3 days in advance (435-723-6461)

Tyra M Bischoff, Board Clerk

Box Elder County & Perry City Flood Control

Balance Sheet

As of February 28, 2026

	Feb 28, 26
ASSETS	
Current Assets	
Checking/Savings	
First Community Checking	7,405.41
First Community Money Market	196,341.73
First Community - CD #3754	58,778.87
Total Checking/Savings	262,526.01
Total Current Assets	262,526.01
Fixed Assets	
Infrastructure	2,969,731.60
Land	170,000.00
Total Fixed Assets	3,139,731.60
TOTAL ASSETS	3,402,257.61
LIABILITIES & EQUITY	
Equity	
Fund Balance	
Capital Projects	101,833.53
General	77,718.14
Total Fund Balance	179,551.67
Investments in Fixed Assets	3,139,731.60
Retained Earnings	14,871.98
Net Income	68,102.36
Total Equity	3,402,257.61
TOTAL LIABILITIES & EQUITY	3,402,257.61

7:44 AM

03/04/26

Cash Basis

Box Elder County & Perry City Flood Control**Balance Sheet****As of January 31, 2026**

	Jan 31, 26
ASSETS	
Current Assets	
Checking/Savings	
First Community Checking	9,198.16
First Community Money Market	96,177.84
First Community - CD #3754	58,778.87
Total Checking/Savings	164,154.87
Total Current Assets	164,154.87
Fixed Assets	
Infrastructure	2,969,731.60
Land	170,000.00
Total Fixed Assets	3,139,731.60
TOTAL ASSETS	3,303,886.47
LIABILITIES & EQUITY	
Equity	
Fund Balance	
Capital Projects	101,833.53
General	77,718.14
Total Fund Balance	179,551.67
Investments in Fixed Assets	3,139,731.60
Retained Earnings	14,871.98
Net Income	-30,268.78
Total Equity	3,303,886.47
TOTAL LIABILITIES & EQUITY	3,303,886.47

4:11 PM

03/18/26

Accrual Basis

Box Elder County & Perry City Flood Control

General Ledger

As of February 28, 2026

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
First Community Checking									39,466.94
Check	01/13/2026	562		Ormond Construction	Check # 562	Repairs & Main...		30,175.00	9,291.94
Check	01/27/2026	564		Tyra Bischoff	Check # 564	Staffing		93.98	9,197.96
Deposit	01/28/2026				Interest	Interest-Saving...	0.20		9,198.16
Check	02/03/2026	563		Jones & Associates	Invoice # 23458	Capital Expend...		549.50	8,648.66
Check	02/18/2026	568		Tyra Bischoff	Invoice # 034	Staffing		156.75	8,491.91
Check	02/23/2026	565		Davis & Bott CPAs	Invoice # 2131...	Accounting Fees		826.00	7,665.91
Check	02/25/2026	567		Jones & Associates	Invoice # 23403	Capital Expend...		235.50	7,430.41
Check	02/27/2026	566		State of Utah	Lt. Governors ...	Operations		25.00	7,405.41
Total First Community Checking							0.20	32,061.73	7,405.41
First Community Money Market									96,177.84
Deposit	02/01/2026				Deposit	Interest-Saving...	71.67		96,249.51
Deposit	02/18/2026				DDA Regular ...	Property Tax	100,092.22		196,341.73
Total First Community Money Market							100,163.89	0.00	196,341.73
First Community - CD #3754									58,778.87
Total First Community - CD #3754									58,778.87
Construction in Progress									0.00
Total Construction in Progress									0.00
Furniture and Equipment									0.00
Total Furniture and Equipment									0.00
Infrastructure									2,889,095.69
General Journal	01/01/2026	DR20...	*		-MULTIPLE-	-SPLIT-	80,635.91		2,969,731.60
Total Infrastructure							80,635.91	0.00	2,969,731.60
Land									170,000.00
Total Land									170,000.00
Marketable Securities									0.00
Total Marketable Securities									0.00
Other Assets									0.00
Total Other Assets									0.00
Security Deposits Asset									0.00
Total Security Deposits Asset									0.00
Accounts Payable									0.00
Total Accounts Payable									0.00
Other Liabilities									0.00
Total Other Liabilities									0.00
Fund Balance									-179,551.67
Capital Projects									-101,833.53
Total Capital Projects									-101,833.53
General									-77,718.14
Total General									-77,718.14
Fund Balance - Other									0.00
Total Fund Balance - Other									0.00
Total Fund Balance									-179,551.67
Fund Balance General									0.00
Total Fund Balance General									0.00
Investments in Fixed Assets									-3,059,095.69
General Journal	01/01/2026	DR20...	*		Show fixed as...	Infrastructure		80,635.91	-3,139,731.60
Total Investments in Fixed Assets							0.00	80,635.91	-3,139,731.60
Opening Balance Equity									0.00
Total Opening Balance Equity									0.00
Retained Earnings									-14,871.98
Total Retained Earnings									-14,871.98
Direct Public Support									0.00
Corporate Contributions									0.00
Total Corporate Contributions									0.00
Gifts in Kind - Goods									0.00
Total Gifts in Kind - Goods									0.00
Individ, Business Contributions									0.00
Total Individ, Business Contributions									0.00
Direct Public Support - Other									0.00
Total Direct Public Support - Other									0.00
Total Direct Public Support									0.00
Indirect Public Support									0.00
United Way, CFC Contributions									0.00
Total United Way, CFC Contributions									0.00
Indirect Public Support - Other									0.00

4:11 PM

03/18/26

Accrual Basis

Box Elder County & Perry City Flood Control

General Ledger

As of February 28, 2026

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
Total Indirect Public Support - Other									0.00
Total Indirect Public Support									0.00
Investments									0.00
Interest-Savings, Short-term CD									0.00
Deposit	01/28/2026				Interest	First Communit...		0.20	-0.20
Deposit	02/01/2026				Deposit	First Communit...		71.67	-71.87
Total Interest-Savings, Short-term CD							0.00	71.87	-71.87
Investments - Other									0.00
Total Investments - Other									0.00
Total Investments							0.00	71.87	-71.87
Other Types of Income									0.00
Miscellaneous Revenue									0.00
Total Miscellaneous Revenue									0.00
Other Types of Income - Other									0.00
Total Other Types of Income - Other									0.00
Total Other Types of Income									0.00
Program Income									0.00
Membership Dues									0.00
Total Membership Dues									0.00
Program Service Fees									0.00
Total Program Service Fees									0.00
Program Income - Other									0.00
Total Program Income - Other									0.00
Total Program Income									0.00
Property Tax									0.00
Deposit	02/18/2026				DDA Regular ...	First Communit...		100,092.22	-100,092.22
Total Property Tax							0.00	100,092.22	-100,092.22
Bank Service Charges									0.00
Total Bank Service Charges									0.00
Business Expenses									0.00
Business Registration Fees									0.00
Total Business Registration Fees									0.00
Business Expenses - Other									0.00
Total Business Expenses - Other									0.00
Total Business Expenses									0.00
Capital Expenditures									0.00
Check	02/03/2026	563		Jones & Associates	Invoice # 23458	First Communit...	549.50		549.50
Check	02/25/2026	567		Jones & Associates	Invoice # 23403	First Communit...	235.50		785.00
Total Capital Expenditures							785.00	0.00	785.00
Contract Services									0.00
Accounting Fees									0.00
Check	02/23/2026	565		Davis & Bott CPAs	Invoice # 2131...	First Communit...	826.00		826.00
Total Accounting Fees							826.00	0.00	826.00
Engineering									0.00
Total Engineering									0.00
Legal Fees									0.00
Total Legal Fees									0.00
Outside Contract Services									0.00
Total Outside Contract Services									0.00
Staffing									0.00
Check	01/27/2026	564		Tyra Bischoff	Check # 564	First Communit...	93.98		93.98
Check	02/18/2026	568		Tyra Bischoff	Invoice # 034	First Communit...	156.75		250.73
Total Staffing							250.73	0.00	250.73
Contract Services - Other									0.00
Total Contract Services - Other									0.00
Total Contract Services							1,076.73	0.00	1,076.73
Facilities and Equipment									0.00
Depr and Amort - Allowable									0.00
Total Depr and Amort - Allowable									0.00
Donated Facilities									0.00
Total Donated Facilities									0.00
Equip Rental and Maintenance									0.00
Total Equip Rental and Maintenance									0.00
Property Insurance									0.00

4:11 PM

03/18/26

Accrual Basis

Box Elder County & Perry City Flood Control

General Ledger

As of February 28, 2026

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
Total Property Insurance									0.00
Rent, Parking, Utilities									0.00
Total Rent, Parking, Utilities									0.00
Facilities and Equipment - Other									0.00
Total Facilities and Equipment - Other									0.00
Total Facilities and Equipment									0.00
Insurance									0.00
Total Insurance									0.00
Operations									0.00
Books, Subscriptions, Reference									0.00
Total Books, Subscriptions, Reference									0.00
Postage, Mailing Service									0.00
Total Postage, Mailing Service									0.00
Printing and Copying									0.00
Total Printing and Copying									0.00
Supplies									0.00
Total Supplies									0.00
Telephone, Telecommunications									0.00
Total Telephone, Telecommunications									0.00
Operations - Other									0.00
Check	02/27/2026	566		State of Utah	Lt. Governors ...	First Communit...	25.00		25.00
Total Operations - Other							25.00	0.00	25.00
Total Operations							25.00	0.00	25.00
Other Types of Expenses									0.00
Insurance - Liability, D and O									0.00
Total Insurance - Liability, D and O									0.00
Other Costs									0.00
Total Other Costs									0.00
Other Types of Expenses - Other									0.00
Total Other Types of Expenses - Other									0.00
Total Other Types of Expenses									0.00
Repairs & Maintenance									0.00
Check	01/13/2026	562		Ormond Construction	Check # 562	First Communit...	30,175.00		30,175.00
Total Repairs & Maintenance							30,175.00	0.00	30,175.00
Supplies and Materials									0.00
Advertising									0.00
Total Advertising									0.00
Supplies and Materials - Other									0.00
Total Supplies and Materials - Other									0.00
Total Supplies and Materials									0.00
Travel and Meetings									0.00
Conference, Convention, Meeting									0.00
Total Conference, Convention, Meeting									0.00
Travel									0.00
Total Travel									0.00
Travel and Meetings - Other									0.00
Total Travel and Meetings - Other									0.00
Total Travel and Meetings									0.00
Ask My Accountant									0.00
Total Ask My Accountant									0.00
No acct									0.00
Total no acct									0.00
TOTAL							212,861.73	212,861.73	0.00

7:44 AM

03/04/26

Cash Basis

Box Elder County & Perry City Flood Control

General Ledger

As of January 31, 2026

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Original Amount	Balance
First Community Checking										39,466.94
Check	01/13/2026	562		Ormond Construction	Check # 562	Repairs & Maint...		30,175.00	-30,175.00	9,291.94
Check	01/27/2026	564		Tyra Bischoff	Check # 564	Staffing		93.98	-93.98	9,197.96
Deposit	01/28/2026				Interest	Interest-Savings...	0.20		0.20	9,198.16
Total First Community Checking							0.20	30,268.98		9,198.16
First Community Money Market										96,177.84
Total First Community Money Market										96,177.84
First Community - CD #3754										58,778.87
Total First Community - CD #3754										58,778.87
Construction in Progress										0.00
Total Construction in Progress										0.00
Furniture and Equipment										0.00
Total Furniture and Equipment										0.00
Infrastructure										2,889,095.69
General Journal	01/01/2026	DR202...	*		-MULTIPLE-	Infrastructure	80,635.91		80,635.91	2,969,731.60
Total Infrastructure							80,635.91	0.00		2,969,731.60
Land										170,000.00
Total Land										170,000.00
Marketable Securities										0.00
Total Marketable Securities										0.00
Other Assets										0.00
Total Other Assets										0.00
Security Deposits Asset										0.00
Total Security Deposits Asset										0.00
Accounts Payable										0.00
Total Accounts Payable										0.00
Other Liabilities										0.00
Total Other Liabilities										0.00
Fund Balance										-179,551.67
Capital Projects										-101,833.53
Total Capital Projects										-101,833.53
General										-77,718.14
Total General										-77,718.14
Fund Balance - Other										0.00
Total Fund Balance - Other										0.00
Total Fund Balance										-179,551.67
Fund Balance General										0.00
Total Fund Balance General										0.00
Investments in Fixed Assets										-3,059,095.69
General Journal	01/01/2026	DR202...	*		Show fixed ass...	Infrastructure		80,635.91	-80,635.91	-3,139,731.60
Total Investments in Fixed Assets							0.00	80,635.91		-3,139,731.60
Opening Balance Equity										0.00
Total Opening Balance Equity										0.00
Retained Earnings										-14,871.98
Total Retained Earnings										-14,871.98
Direct Public Support										0.00
Corporate Contributions										0.00
Total Corporate Contributions										0.00
Gifts in Kind - Goods										0.00
Total Gifts in Kind - Goods										0.00
Individ, Business Contributions										0.00
Total Individ, Business Contributions										0.00
Direct Public Support - Other										0.00
Total Direct Public Support - Other										0.00
Total Direct Public Support										0.00
Indirect Public Support										0.00
United Way, CFC Contributions										0.00
Total United Way, CFC Contributions										0.00
Indirect Public Support - Other										0.00
Total Indirect Public Support - Other										0.00
Total Indirect Public Support										0.00
Investments										0.00
Interest-Savings, Short-term CD										0.00
Deposit	01/28/2026				Interest	First Community ...		0.20	-0.20	-0.20
Total Interest-Savings, Short-term CD							0.00	0.20		-0.20
Investments - Other										0.00
Total Investments - Other										0.00
Total Investments							0.00	0.20		-0.20
Other Types of Income										0.00
Miscellaneous Revenue										0.00
Total Miscellaneous Revenue										0.00
Other Types of Income - Other										0.00
Total Other Types of Income - Other										0.00
Total Other Types of Income										0.00
Program Income										0.00
Membership Dues										0.00

7:44 AM

03/04/26

Cash Basis

Box Elder County & Perry City Flood Control

General Ledger

As of January 31, 2026

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Original Amount	Balance
Total Membership Dues										0.00
Program Service Fees										0.00
Total Program Service Fees										0.00
Program Income - Other										0.00
Total Program Income - Other										0.00
Total Program Income										0.00
Property Tax										0.00
Total Property Tax										0.00
Bank Service Charges										0.00
Total Bank Service Charges										0.00
Business Expenses										0.00
Business Registration Fees										0.00
Total Business Registration Fees										0.00
Business Expenses - Other										0.00
Total Business Expenses - Other										0.00
Total Business Expenses										0.00
Capital Expenditures										0.00
Total Capital Expenditures										0.00
Contract Services										0.00
Accounting Fees										0.00
Total Accounting Fees										0.00
Engineering										0.00
Total Engineering										0.00
Legal Fees										0.00
Total Legal Fees										0.00
Outside Contract Services										0.00
Total Outside Contract Services										0.00
Staffing										0.00
Check	01/27/2026	564		Tyra Bischoff	Check # 564	First Community ...	93.98		93.98	93.98
Total Staffing							93.98	0.00		93.98
Contract Services - Other										0.00
Total Contract Services - Other										0.00
Total Contract Services							93.98	0.00		93.98
Facilities and Equipment										0.00
Depr and Amort - Allowable										0.00
Total Depr and Amort - Allowable										0.00
Donated Facilities										0.00
Total Donated Facilities										0.00
Equip Rental and Maintenance										0.00
Total Equip Rental and Maintenance										0.00
Property Insurance										0.00
Total Property Insurance										0.00
Rent, Parking, Utilities										0.00
Total Rent, Parking, Utilities										0.00
Facilities and Equipment - Other										0.00
Total Facilities and Equipment - Other										0.00
Total Facilities and Equipment										0.00
Insurance										0.00
Total Insurance										0.00
Operations										0.00
Books, Subscriptions, Reference										0.00
Total Books, Subscriptions, Reference										0.00
Postage, Mailing Service										0.00
Total Postage, Mailing Service										0.00
Printing and Copying										0.00
Total Printing and Copying										0.00
Supplies										0.00
Total Supplies										0.00
Telephone, Telecommunications										0.00
Total Telephone, Telecommunications										0.00
Operations - Other										0.00
Total Operations - Other										0.00
Total Operations										0.00
Other Types of Expenses										0.00
Insurance - Liability, D and O										0.00
Total Insurance - Liability, D and O										0.00
Other Costs										0.00
Total Other Costs										0.00
Other Types of Expenses - Other										0.00
Total Other Types of Expenses - Other										0.00
Total Other Types of Expenses										0.00
Repairs & Maintenance										0.00
Check	01/13/2026	562		Ormond Construction	Check # 562	First Community ...	30,175.00		30,175.00	30,175.00
Total Repairs & Maintenance							30,175.00	0.00		30,175.00
Supplies and Materials										0.00
Advertising										0.00

7:44 AM

03/04/26

Cash Basis

Box Elder County & Perry City Flood Control

General Ledger

As of January 31, 2026

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Original Amount	Balance
Total Advertising										0.00
Supplies and Materials - Other										0.00
Total Supplies and Materials - Other										0.00
Total Supplies and Materials										0.00
Travel and Meetings										0.00
Conference, Convention, Meeting										0.00
Total Conference, Convention, Meeting										0.00
Travel										0.00
Total Travel										0.00
Travel and Meetings - Other										0.00
Total Travel and Meetings - Other										0.00
Total Travel and Meetings										0.00
Ask My Accountant										0.00
Total Ask My Accountant										0.00
No acctnt										0.00
Total no acctnt										0.00
TOTAL							110,905.09	110,905.09		0.00

Box Elder County & Perry City Flood Control**Profit & Loss**

January through February 2026

	Jan - Feb 26
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	71.87
Total Investments	71.87
Property Tax	100,092.22
Total Income	100,164.09
Expense	
Capital Expenditures	785.00
Contract Services	
Accounting Fees	826.00
Staffing	250.73
Total Contract Services	1,076.73
Operations	25.00
Repairs & Maintenance	30,175.00
Total Expense	32,061.73
Net Ordinary Income	68,102.36
Net Income	68,102.36

8:38 AM

02/28/26

Cash Basis

Box Elder County & Perry City Flood Control

Profit & Loss

January through February 2026

	Jan - Feb 26
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	71.87
Total Investments	71.87
Total Income	71.87
Expense	
Contract Services	
Staffing	93.98
Total Contract Services	93.98
Repairs & Maintenance	30,175.00
Total Expense	30,268.98
Net Ordinary Income	-30,197.11
Net Income	-30,197.11

1 **Box Elder and Perry Flood Control Special Service District**
2 **Perry City Offices 1950 S Highway 89**
3 **5:20 PM Tuesday, March 10, 2026**

4
5 **Members Present:** Chairman Kevin Pebley, Vice Chairman Michael Harper, Board
6 Member Paul Nelson, Board Member Taylor Clark, Board Member Jake Andrew

7
8 **Others Present:** Tyra Bischoff; Board Secretary, Toby Wright (City Council), Boyd
9 Bingham (Box Elder County)

10
11 **Members Excused:** None

12
13 **1. Welcome and Call to Order**

14 Chairman Kevin Pebley welcomed everyone and called to order the March 16,
15 2026, Box Elder and Perry Flood Control Special District meeting.

16
17 **2. Public Comment**

18 None.

19
20 **3. Discussion/Action Items**

21 **A. EAP – Emergency Access Plan**

22 Matt Robertson was not present at the meeting but had sent an email update.
23 The Emergency Action Plan is not yet finished, with some emergency contacts still
24 needed to be added. Matt indicated the EAP would be finalized before April and
25 ready for the next meeting. Board members discussed that it was not a significant
26 concern and they would wait for completion.

27
28 **B. Bench Road Update**

29 Matt's email update indicated that the county visit to the second bench road
30 washout area had not yet occurred, but he would contact them again to schedule
31 a meeting. He had visited the four basins with Dan Bingham, who conducts
32 appraisals for the TRUST, and that visit went well. Matt also mentioned giving a
33 presentation to the city council the previous month, which was well received by
34 council members who expressed appreciation for the work being accomplished.
35 Board Members reflected on the long timeline of this project, noting it had been
36 in progress for at least eight to ten years, with previous engineering challenges

and an expired state loan that could not be utilized and was not needed because they had saved enough money during the time that it took to accomplish.

C. Fraud Risk Assessment/Self Evaluation Review

Board Clerk Tyra Bischoff presented the fraud risk assessment and self-evaluation documents for board review. The fraud risk assessment required signatures from the chair and vice-chair before submission. Discussion arose regarding a written purchasing policy, which the district does not currently have. Board members concluded that since they do not make purchases in the traditional sense- only approving invoices through the board process with dual signatures required – and have no credit cards, a formal purchasing policy may not be necessary unless specifically required.

Questions were raised about board members with accounting degrees, with Tyra clarifying that while no board members have accounting credentials, the district uses a CPA firm (Davis and Bott) for budget preparation and financial statements, considering them part of the management team.

The self-evaluation revealed that the district had not been conducting quarterly financial reviews previously, only annual budget reviews. The board decided to implement quarterly financial statement reviews going forward, with the first quarterly report scheduled for April.

MOTION: Board Member Paul Nelson made a motion to approve the fraud risk assessment and self-evaluation documents. Vice Chairman Mike Harper seconded the motion.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Jacob Andrew, Yes

D. Bylaws

Board Secretary Tyra Bischoff presented updated bylaws with two main changes: adding “drainage” to the district name to match the official registration with the

lieutenant governor's office and adding language about board member compensation for training. The word "drainage" was included because that is how the entity is officially registered and better describes the district's actual work. For compensation, Tyra left the dollar amount unspecified to provide flexibility for future adjustments without requiring bylaw changes.

The board discussed the approval process, determining that both the board and Box Elder County would need to approve the bylaws. Tyra volunteered to present the bylaws to the county commission on April 8th at 5:00 p.m., with the adoption date to be finalized after both entities approve them.

MOTION: Board Member Paul Nelson made a motion to approve the new bylaws. Vice Chairman Mike Harper seconded the motion.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Jacob Andrew, Yes

4. Approve Meeting Minutes

- February 17, 2026

MOTION: Vice Chairman Mike Harper moved to approve the February 17, 2026 meeting minutes. Board Member Paul Nelson seconded the motion.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Jacob Andrew, Yes

5. Motion to Approve Invoice Payments (Roll Call Vote)

- Lieutenant Governor's office Entity Renewal - \$25 (already paid)
- Jones and Associates - \$513.00
- Tyra Bischoff - \$185.25

Discussion of training stipends was postponed until all board members complete their required training.

MOTION: Vice Chairman Mike Harper made a motion to approve the Invoice payments. Board Member Taylor Clark seconded.

Roll Call: Chairman Kevin Pebley, Yes
Vice Chairman Michael Harper, Yes
Board Member Paul Nelson, Yes
Board Member Taylor Clark, Yes
Board Member Jacob Andrew, Yes

6. Items for Next Agenda and Board Member Items

Current account balances were reported:

- Checking: \$7,405.49
- Money Market: \$196,425.28
- CD \$59,964.11

Items for the March meeting:

- Emergency Action Plan Update
- Bench Road situation update
- Financial Statement
- Bylaws Results
- Clean Up Plan

Board members planned a field trip to inspect the basins on March 26th at 9:00 a.m., with Taylor coordinating the visit. The group discussed using a city side-by-side vehicle for easier access to the sites.

7. Adjournment

MOTION: Board Member Paul Nelson moved to adjourn the meeting.

All Board Members were in favor. The meeting ended at 5:57 p.m.



CONSULTING ENGINEERS

Jones & Associates
6080 Fashion Point Dr
South Ogden, UT 84403-4851
(801) 476-9767

PERRY FLOOD CONTROL DISTRICT

ATTN: Tyra Bischoff - Secretary
3005 South 1200 West
Perry, UT 84302

Date: February 28, 2026

Invoice number: 23513

Professional Engineering Services rendered during the month of February, 2026 for work on the following projects:

ENGINEERING CONSULTATIONS

Master Plan Review & Construction Projects Recommendations & Meeting Attendance

Matthew L. Robertson, PE (Professional Engineer)	5.00 hrs.
Samuel E. Heiner, (Designer)	1.50 hrs.
Subtotal	\$ 1,039.50

Perry Canyon Emergency Action Plan

Matthew L. Robertson, PE (Professional Engineer)	4.00 hrs.
Talsan A. Schulzke, (Planning Manager)	5.75 hrs.
Subtotal	\$ 1,374.00

SUBTOTAL ENGINEERING CONSULTATIONS \$ 2,413.50

INVOICE TOTAL \$ 2,413.50

Perry Flood Control District Notes (February 28, 2026)

The following notes summarize the Engineering Services provided by Jones & Associates for the month of February 2026

Date	Employee Type	Employee	Billed Units/Hours	Billed Amount	Notes
27 Perry Flood Control District			16.25	2,413.50	
300 Storm Drain Master Plan Review & Construction Projects Recommendations & Meeting Attendance			6.50	1,039.50	
02/26/26	Professional Engineer III	Matthew Robertson	3.50	598.50	Updated presentation slides and prepared for the presentation to the City Council. Went to the council meeting and presented on the district and recent projects completed.
02/26/26	Designer V	Samuel Heiner	1.50	184.50	Took Matt's existing exhibit, moved data to align with the correct datum, and added an updated aerial image
02/17/26	Professional Engineer III	Matthew Robertson	1.50	256.50	Review of information and previous presentations and slides to use for the City Council presentation. Discussed with the board at their board meeting. Also spoke with Zac Burk and Darin McFarland about the 2nd Bench Road washout and problem and discussed with the board.
300 Storm Drain Perry Canyon Emergency Action Plan			9.75	1,374.00	
02/13/26	Professional Engineer III	Matthew Robertson	0.50	85.50	Coordination with Talsan on a draft of the EAP and the need for it before their board meeting.
02/12/26	Professional Engineer III	Matthew Robertson	0.50	85.50	Follow up with Talsan on the preparation of this document - sent him the info from previous plans and a template to use.
02/18/26	Professional Engineer III	Matthew Robertson	1.00	171.00	Follow up with Talsan on the EAP and the additional info needed and who to follow up with at the City.
02/17/26	Planning Manager	Talsan Schulzke	5.75	690.00	- Research existing emergency action plans for Three Mile Creek Debris Basin. - Create Simplified Emergency Action Plan for Moderate Hazard Dams using template from Utah DWR. - Research state database of dams for related data needed to complete draft of the EAP. - Research floodplain data and FEMA Flood Insurance Rate Maps for area map depicting downstream impact area. - Provide draft EAP to Matt Robertson for presentation to the PFCDD board of directors.
02/17/26	Professional Engineer III	Matthew Robertson	2.00	342.00	Coordination with Talsan on preparation of draft document. Went to the board meeting and reviewed the draft with the board members.
			16.25	2,413.50	

INVOICE

Tyra Bischoff

DATE: APRIL 20, 2026

Box Elder and Perry City Flood Control
Invoice #036

FOR: FLOOD CONTROL MINUTES & MISC.
SERVICES

DATE	DESCRIPTION	HOURS	LINE TOTAL
3/10/2026	TRUST 2026 Application	.5	
3/10/2026	Meeting	1.0	
3/11/2026	TRUST 2026 Application/Upload Minutes, Packet, Recording	.5	
4/8/2026	Agenda/Meeting Minutes	1.0	
4/13/2026	PMN Website/Posting	.25	
4/20/2026	Packet/Emails	.25	
	TOTAL	3.5 hours	X 28.50
SUBTOTAL			99.75
SALES TAX			0
TOTAL			99.75

THANK YOU



50 West Forest St, Suite 101
P.O. Box 369
Brigham City, UT 84302
(435) 723-5224

36 West 100 North
Tremonton, UT 84337
(435) 257-7898

Box Elder County Perry Flood Control
C/O Tyra Bischoff
1950 S Highway 89
Perry, UT 84302

Date: 2/28/2026
Invoice Number: 214501
Client Number: 187417.

Accounting Services Rendered Through 2/28/2026:

- Performed January bookkeeping and preparation of financial records.
- Assisted with resolving state auditor account delinquency by communicating with the auditor's office, responding to client inquiries, and uploading the 2026 budget documentation.

Invoice Total: \$250.00

Pay Now

Thank you for your business!

A FINANCE CHARGE OF 1.5% PER MONTH WILL BE CHARGED ON ANY ACCOUNT BALANCE
NOT PAID WITHIN 30 DAYS OF STATEMENT.