

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 August 18, 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
 - B. Yearly Maintenance – Tree Update
 - C. Sinkhole Update
 - D. Discuss CD Options
4. Approve Meeting Minutes
 - July 21, 2026
5. Motion to approve Invoice Payments (Roll Call Vote)
6. Board Member Items & Items for Next Agenda (Next regular meeting September 15th)
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 7th day of August 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

1 **Box Elder and Perry Flood Control Special Service District**
2 **Perry City Offices 1950 S Highway 89**
3 **5:18 PM Tuesday, Jul 21, 2026**

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

7
8 **Others Present:** Tyra Bischoff; Board Secretary, Council Member Toby Wright, Joe
9 Cloward (Jones & Associates)

10
11 **Members Excused:** County Commissioner Boyd Bingham

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

14 Chairman Kevin Pebley welcomed everyone and called to order the July 21, 2026,
15 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 Action Plan Update**

22 Joe Cloward from Jones and Associates, reported that the staff member
23 responsible for the Emergency Action Plan had been traveling since the previous
24 Monday and was not available for consultation. A review of the file indicated no
25 updates had been made to the document since the last meeting. The Board was
26 advised that finalization of the EAP would be pursued once he returned from his
27 trip.

28
29 Given recent regional flooding events – including significant flooding at Mirror
30 Lake and a major flood disaster in Beaver attributed to post-fire conditions – the
31 Board expressed a sense of urgency regarding the EAP's completion. It was noted
32 that burned terrain creates an impermeable ash layer that dramatically
33 accelerates runoff, compounding flood risk. The Board agreed that the EAP must
34 be in place well before an emergency occurs and directed that it be finalized and
35 presented at the next meeting. The EAP was confirmed as an agenda item for the
36 August 18th meeting.

B. Yearly Maintenance

Joe reported that Ormond, the contractor performing yearly maintenance, had not yet mobilized to the site but was expected to have a crew on-site either the following Wednesday and Thursday, or by the following Monday at the latest. The contractor is using this project during crew downtime.

Two notable field conditions were reported:

- **Sumac Trees at Perry Canyon Debris Basin:** Sumac trees that were previously removed last year have regrown and approximately doubled in mass. The contractor recommended chemical spraying as the preferred method of treatment. The Board discussed the proximity of Perry City's recently installed well and the potential implications for wellhead source protection. It was agreed that the source protection requirements needed to be verified before spraying could be authorized. Board Member Taylor Clark indicated that the City may also have an interest in addressing those trees. The Board directed staff to follow up on what is permissible under the wellhead protection requirements and to coordinate with the contractor accordingly.
- **Sinkhole at Perry Canyon Spillway:** The contractor identified a sinkhole behind what is believed to be the upper spillway, which appeared to have worsened since the previous year. It was noted that water may be bypassing the screened inlet and traveling under or around the spillway structure rather than through the intended pipe. The Board noted that since irrigation water is now diverted upstream of that location, the area should currently be dry, allowing for proper inspection. Board member Taylor Clark was directed to coordinate a site visit with the engineer prior to the contractor beginning work. A potential remedy discussed was excavation and flow fill behind the spillway.

C. Quarterly Financial Statement Review

Board Clerk Tyra Bischoff noted that the quarterly financial statement had been distributed to the Board on the day of the meeting due to scheduling delays. The Board reviewed the statement and found it generally consistent with bank records, with balances close to expected figures. Tax Revenues of approximately \$60,000 had been received and deposited into the money market account contributing to a balance of nearly \$200,000 in that account.

The Board discussed the existing CD which matured on July 17, 2026, and automatically renewed with a new maturity date of January 17, 2027, unless changes were made within the 10-day window (by July 27, 2026). The current CD rate was noted to be just under 4%.

The Board considered whether to open one or more additional CDs using funds from the money market account, noting that the current maintenance obligations – approximately \$30,000-\$36,000 for the Ormond contract – would not require drawing from that reserve. The discussion weighed the merits of investing \$100,000 as a single CD versus two separate \$50,000 CDs, and whether a shorter term (approximately one year) would offer a more favorable or comparably competitive rate while preserving liquidity. The Board ultimately agreed to defer the decision until the next meeting to allow staff to research current rates and optimal structuring. This item was added to the August 18th agenda.

4. Approve Meeting Minutes

- May 19, 2026

The Board reviewed the draft minutes from the May 19, 2026 meeting and proposed two amendments: (1) revising the description of road base installation at the Bench Road Site to read “a new layer of road base was installed,” removing a reference to thickness that could not be confirmed; and (2) adding Board Member Boyd Bingham to the list of board members, as he is a current member of the board. A spelling correction to the contractor’s name “Ormond” was also noted.

MOTION: Board Member Paul Nelson made a motion to approve the May 19, 2026 meeting minutes with the changes noted. Vice Chairman Mike Harper seconded.

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

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

- 113 • Jones and Associates – May \$2970.00
114 • Jones and Associates - April \$2480.25
115 • Davis & Bott - \$993.00
116 • Tyra Bischoff - \$156.75

117
118 It was noted that a transfer of funds from the money market account to the
119 checking account would be required to cover these invoices, with staff
120 recommending maintaining an approximate \$10,000 buffer in the checking
121 account.

122
123 **MOTION:** Vice Chairman Mike Harper made a motion to approve the invoices.
124 Board Member Jake Andrew seconded.

125
126 **Roll Call:** Chairman Kevin Pebley, Yes
127 Vice Chairman Michael Harper, Yes
128 Board Member Paul Nelson, Yes
129 Board Member Taylor Clark, Yes
130 Board Member Jacob Andrew, Yes

131
132 **6. Items for Next Agenda and Board Member Items**

- 133 • Discuss CD options – Research and present options for investing additional
134 money market funds into one or more new CDs.
135 • Sink Hole update
136 • Trees & Spraying
137 • Make sure EAP is finalized

138
139 **7. Adjournment**

140 **MOTION:** Council Member Paul Nelson made a motion to adjourn the meeting.
141 Board Member Taylor Clark seconded the motion.

142
143 All Board Members were in favor. The meeting ended at 5:46 p.m.



12 S Main
Layton, UT 84041



145566-30A**000027
BOX ELDER COUNTY AND PERRY CITY FLO
1950 S HWY 89
PERRY UT 84302



July 29, 2026

Account: XXXXXX1187
Account Type: Checking
Overdraft Fees: \$60.00

Your account was recently overdrawn. The item(s) that caused the overdraft are listed below, along with whether they were paid or returned to the presenter. While we aim to pay overdrafts to support our customers, this is done at our discretion.

Ways to help avoid future overdrafts:

- Use online or mobile banking to check balances, monitor activity, transfer funds, and set up alerts
- Talk to a bank representative about automatic transfers between accounts
- You may qualify for a term loan or line of credit (subject to approval)

Visit your local branch or contact us to explore these options.

Please deduct the overdraft amount and any related fees (listed below) from your account balance. If your account stays overdrawn for more than five business days, a \$5.00 fee will be charged on the sixth day and each business day after until resolved.

If you prefer that future overdraft items be denied or returned unpaid, please contact us.

For financial tools and education, visit our website to access the free Financial Foundations program. The FDIC also offers resources at <https://www.fdic.gov>.

If you have questions, please visit your local branch or contact us at the number provided below. The items listed have either been paid or returned:

Check #	Amount	Paid/Returned	Charge
577	\$2,480.25	Paid	\$30.00
578	\$993.00	Paid	\$30.00

EP6600P





12 S Main
Layton, UT 84041



145635-29A**000135
BOX ELDER COUNTY AND PERRY CITY FLOOD CO
1950 S HWY 89
PERRY UT 84302



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Customer Service:

801-813-1600



Website:

www.fcbutah.com

Statement of Account

Account Title: BOX ELDER COUNTY AND PERRY CITY FLOOD CO

Statement Dates 6/29/26 to 7/28/26 (30 days)

PUBLIC FUNDS CHECKING - XXXXXX1187

Previous Balance	\$3,203.16	Average Ledger	\$2,949.81
Deposits/Credits (0)	\$0.00	Average Collected	\$2,949.81
Checks/Debits (6)	\$6,660.00	Interest Earned	\$0.03
Service Charge	\$0.00	Annual Percentage Yield Earned	0.01%
Interest Paid	\$0.03	2026 Interest Paid	\$0.48
Ending Balance	-\$3,456.81		

Overdraft Fees

Description	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$60.00	\$60.00

Transaction Activity

Date	Description	Debits	Credits	Balance
7/22	CHECK 579	-\$156.75		\$3,046.41
7/28	Interest Deposit		\$0.03	\$3,046.44
7/28	CHECK 576	-\$2,970.00		\$76.44
7/28	CHECK 577	-\$2,480.25		-\$2,403.81
7/28	Overdraft Fee	-\$30.00		-\$2,433.81
7/28	CHECK 578	-\$993.00		-\$3,426.81
7/28	Overdraft Fee	-\$30.00		-\$3,456.81

SUMMARY BY CHECK NUMBER

Date	Check No	Amount	Date	Check No	Amount
7/28	576	\$2,970.00	7/28	578	\$993.00
7/28	577	\$2,480.25			





Date	Check No	Amount
7/22	579	\$156.75

* Denotes checks out of sequence

Interest Rate Summary

Date	Rate
6/28	0.01%

BOX ELDER & PERRY CITY
FLOOD CONTROL & DRAINAGE
3005 SOUTH 1200 WEST
PERRY, UT 84202-4209

DATE July 26, 2026 576

PAY TO THE ORDER OF Jones & Associates \$ 2,970.00

Two thousand nine hundred seventy and 00/100 DOLLARS

CITY OF PERRY
FOR # 23700

Michael B. Jones
Keri E. Febley

Date 07/28/26 Check No 576 Amount \$2,970.00

BOX ELDER & PERRY CITY
FLOOD CONTROL & DRAINAGE
3005 SOUTH 1200 WEST
PERRY, UT 84202-4209

DATE July 26, 2026 577

PAY TO THE ORDER OF Jones & Associates \$ 2,480.25

Two thousand four hundred eighty and 25/100 DOLLARS

CITY OF PERRY
FOR # 23634

Michael B. Jones
Keri E. Febley

Date 07/28/26 Check No 577 Amount \$2,480.25

BOX ELDER & PERRY CITY
FLOOD CONTROL & DRAINAGE
3005 SOUTH 1200 WEST
PERRY, UT 84202-4209

DATE July 26, 2026 578

PAY TO THE ORDER OF Davis & Bell \$ 993.00

Nine hundred ninety three and 00/100 DOLLARS

CITY OF PERRY
FOR # 219167

Michael B. Jones
Keri E. Febley

Date 07/28/26 Check No 578 Amount \$993.00

BOX ELDER & PERRY CITY
FLOOD CONTROL & DRAINAGE
3005 SOUTH 1200 WEST
PERRY, UT 84202-4209

DATE July 21, 2026 579

PAY TO THE ORDER OF Syd Bishop \$ 156.75

One hundred fifty six and 75/100 DOLLARS

CITY OF PERRY
FOR # 0033

Michael B. Jones
Keri E. Febley

Date 07/22/26 Check No 579 Amount \$156.75



12 S Main
Layton, UT 84041



146063-03A**003870
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Statement of Account

Account Title: BOX ELDER COUNTY AND PERRY CITY FLOOD CO

Statement Dates 7/01/26 to 8/02/26 (33 days)

PREMIER BUSINESS MMDA - XXXXXX4268

Previous Balance	\$196,946.73	Average Ledger	\$194,674.00
Deposits/Credits (0)	\$0.00	Average Collected	\$194,674.00
Checks/Debits (2)	\$15,000.00	Interest Earned	\$140.80
Service Charge	\$0.00	Annual Percentage Yield Earned	0.80%
Interest Paid	\$140.80	2026 Interest Paid	\$817.47
Ending Balance	\$182,087.53		

Transaction Activity

Date	Description	Debits	Credits	Balance
7/29	Transfer from x4268 to x1187	-\$5,000.00		\$191,946.73
7/29	Transfer from x4268 to x1187	-\$10,000.00		\$181,946.73
8/02	Interest Deposit		\$140.80	\$182,087.53

Interest Rate Summary

Date	Rate
6/30	0.80%





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: 7/31/2026
Invoice Number: 219512
Client Number: 187417.

Accounting Services Rendered Through 7/31/2026:

- Monthly Accounting and Bank Reconciliations – Reconciled bank accounts and completed monthly accounting records for May and June.
- Prepared and submitted Deposit & Investment report to the State.

Invoice Total: \$465.00

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.



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: June 30, 2026

Invoice number: 23769

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

ENGINEERING CONSULTATIONS

2026 Basin Maintenance Project

Emily A. Thomas, (Project Manager)	0.50 hrs.
Joseph D. Cloward, (Engineer)	0.25 hrs.
Matthew L. Robertson, PE (Professional Engineer)	1.00 hrs.

Subtotal	\$ 255.25
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SUBTOTAL ENGINEERING CONSULTATIONS	\$ 255.25
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INVOICE TOTAL	\$ 255.25
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Perry Flood Control District Notes (June 30, 2026)

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

Date	Employee Type	Employee	Billed Units/Hours	Billed Amount	Notes
27 Perry Flood Control District			1.75	255.25	
300 Storm Drain 2026 Basin Maintenance Project			1.75	255.25	
06/03/26	Project Manager IV	Emily Thomas	0.50	57.50	Prepared award documents
06/02/26	Engineer II	Joseph Cloward	0.25	26.75	Talked with Emily about creating contract documents, NOA, NOP for Ormond. Called Steve to discuss start date.
06/02/26	Professional Engineer III	Matthew Robertson	1.00	171.00	Sent bid tabulation to bidders and followed up with staff on the contract for Ormond.
			1.75	255.25	

Utah Local Governments Trust
55 S Highway 89
North Salt Lake, UT 84054



Member #: 17260
Box Elder County / Perry City Flood Control & Drainage District
1950 S Highway 89
Perry, UT 84302

Summary Statement

Statement Date
07/28/2026

Summary

Type	Due Date	Reference Number	Description	Amount
Invoice	08/07/2026	M1627703	General Liability	\$3,500.00
Invoice	08/07/2026	M1627704	Property	\$1,440.83

PLEASE PAY THIS AMOUNT → Total Due: \$4,940.83

Payments can be made online at: <https://mytrust.utahtrust.gov>

INVOICE

Tyra Bischoff

DATE: AUGUST 11, 2026

Box Elder and Perry City Flood Control
Invoice #039

FOR: FLOOD CONTROL MINUTES & MISC.
SERVICES

DATE	DESCRIPTION	HOURS	LINE TOTAL
7/21/2026	Meeting/Upload Minutes and recording to PMN/Emails	1.5	
8/7/2026	Minutes/Agenda/PMN	1.5	
8/11/2026	Emails/Packet	.5	
	TOTAL	3.5 hours	X 28.50
SUBTOTAL			99.75
SALES TAX			0
TOTAL			99.75

THANK YOU