Administrative Control Board Meeting
Box Elder and Perry Flood Control Special Service District
Perry City Offices 3005 South 1200 West
5:00 PM Wednesday, September 21, 2016

Members Present: Chairman Greg Hansen, Board Member Boyd Hirschi, Board Member Kevin Pebley, and Board Member Bryce Thurgood

Absent: Board Member Maurice Roche

Others Present: Matt Robertson, Jones & Associates and Susan K. Obray, Board Clerk

1. **Welcome & Call to Order**
   Chairman Hansen welcomed and called to order the September 21, 2016 Box Elder and Perry Flood Control Meeting.

2. **Approve August 17, 2016 Minutes**
   MOTION: Board Member Thurgood moved to approve the minutes of the August 17, 2016 meeting as written. Board Member Pebley seconded the motion. All in favor.

3. **Public Comments**
   There were no public comments.

4. **Report from Jones & Associates on grant status and possible other grant options.**
   Matt Robertson stated that FEMA announced the projects for the upcoming year and unfortunately this project was not selected. He said that there were 216 projects submitted nationwide and only 81 were approved. He said they sent the review summary of the application and stated that while they believe the project is technically feasible; they didn't agree that it is cost effective. One of the assumptions that were made in the Benefit Cost Analysis to show that it was cost effective was that the empty lots in the subdivisions below the basins would soon be built on and the damage cost for those future homes were included. The review stated that future buildings could not be used in the calculations and that with those buildings removed, the project is not cost effective. Matt state that he believes that some mistakes were made in the review of the BCA and he is willing to try and contact the reviewer to discuss the analysis. Matt stated that they said that they could not use future buildings in the cost analysis. Matt advised that you have to have a benefit-cost-ration of 1.0 and they said that the Box Elder/Perry Flood Control was .03. He felt they had made a big error. Matt stated that he has tried to reach out and talk with someone about this for an explanation. He fells they made some mistakes in the calculations. Mr. Robertson stated that the Board could re-apply next year for the grant if they wanted as long as the benefit –cost-ratio is over 1.0 but there is no guarantee that it would be funded. The loan with State Water Resources is still available and could be used to fund the projects as originally anticipated.

5. **<u>Report from Jones & Associates on RFP's from Environmental firms for studies on the Debris Basins.</u>**

Matt stated that they put out an RFP to several Environmental Firms and they had three that were supposed to give him prices. He said only two submitted. Matt stated that Bio-Wet was at $32,949.60 and EPG was $44,973.15. He said that Bio-West is out of Logan and EPG is a bigger firm that did the Rocky Mountain Project when it came through. Matt stated that they have worked with Bio-West and they are good to work with. He said they have reviewed the proposals and recommend awarding the contract to Bio-West to complete the environmental work based on their lower cost and qualifications. EPG is very qualified but the cost is quite a bit more. HE said Bio-West completed many similar studies, is a local company, and is qualified to do the work. Bio-West also stated in the proposal that they plan to complete the EA within 6 months whereas EPG listed 8 months to complete. Matt explained that Bio-West has stated that they will look for ways to reduce the scope of work to lower the cost if possible. Matt stated that Bio-West has an hourly rate and they would set it up at an hourly and not to exceed. Matt stated that if the Board decided to move forward with the environmental work than they would be meet with the consultant and have them begin immediately. They would hopefully be completed in April of 2017.

Matt stated during this time their office would finish the design of the basins, obtain required permits, and prepare the bid documents. He said they would bid the project in April 2017 if everything goes well with the environmental review and be ready to begin construction in early summer of 2017 with the completion by fall of 2017. Matt stated that he attached an updated cost estimate for the work. He adjusted it a little bit because the basin is going to be a little bit smaller. He said a more detailed construction estimate will be completed as the design gets closer to completion. He said they may need to purchase the easement from DWR and will have to do an appraisal. He said the total would be $778,520.00. Board Member Thurgood stated they said they are going to take 6 months to do the assessment. He said we are dealing with a FEMA company. It will take at least a year. Chairman Hansen stated if it is going to take them that long why not reapply for the grant again. Matt stated they could push it off a year and it would give the board another year of savings. Chairman Hansen stated that we committed ourselves to the $33,000. Matt stated that with the FEMA grant money you can only be reimbursed from the date they advertise their grant which this year was in February. He said we would want Bio-West to start in the spring so we could get that reimbursement money. Chairman Hansen asked if Bio-West would hold their prices. Matt stated he would call and ask. Chairman Hansen suggested holding off and reapplying for the grant again. Matt stated that he will call and ask Bio-West and see if they will hold their price.

6. **Discussion/Action to select one of the Environmental Firms to do the work.**
Chairman Hansen stated that Matt will check with Bio-West and see if they will hold the bid until early spring and that will give an opportunity to reapply and he asked Matt to see what he could do with our score on the application. There was no action taken. Chairman Hansen stated when he talked with Russell with the Division of Natural Resources, he said they have been approved and there were no deadlines.

7. **Payment Approval**
Chairman Hansen stated that there are some payments to be approved. Invoice for Jones & Associates for $966.50 and an invoice for Susan Obray for $87.50. Chairman Hansen stated that he would like to hold the invoice for Jones & Associates for $1,591.00 and have Susan do some research on it and see if it has already been paid.

MOTION: Board Member Pebley moved to approve the invoices for Jones & Associate for $966.50 and $87.50 for Susan Obray and hold the approval of the invoice for Jones & Associates for $1,591.00 for further research. Board Member Thurgood seconded the motion. Roll call vote.

Chairman Hansen Yes	Board Member Thurgood Yes
Board Member Hirschi Yes	Board Member Pebley Yes

Motion Approved: 4 Yes 0 No
Chairman Hansen asked Matt Robertson to research the check for $1,591.00 and find out how it comes into play with the $4,000 that was paid already.
Chairman Hansen reported that someone stopped him on 1200 west and said that Boyd Montgomery said they can dump the fill from Maddox ditch on his property. Chairman Hansen stated he would research this and talk with Boyd Montgomery.

8. **Adjournment**
MOTION: Board Member Thurgood moved to adjourn. Board Member Hirschi seconded the motion. All in favor.