

**FLOOD SALES TAX COMMITTEE  
AGENDA FOR MARCH 20, 2017**

Cass County Commission

Conference Room

1:00 PM

1. Call to Order
2. Approve minutes from previous meeting
3. Flood sales tax fund update
4. Status of previously approved projects
5. Review of projects and selection of projects to be funded in 2017
6. Other business
7. Adjournment

cc: Local Media

**FLOOD SALES TAX COMMITTEE  
JULY 18, 2016—1:30 PM**

**1. MEETING TO ORDER**

Commissioner Ken Pawluk called a meeting of the Flood Sales Tax Committee to order on Monday, July 18, 2016, at 1:30 PM in the Commission Conference Room, Cass County Courthouse, with the following present: County Administrator Keith Berndt; County Auditor Michael Montplaisir; Joint Water Resource District Representative Rodger Olson; County Commissioner Ken Pawluk; and County Commissioner Rick Steen.

Also present were County Commissioner Chad Peterson; County Commissioner Arland Rasmussen; County Commissioner Mary Scherling; and County Engineer Jason Benson.

**2. MINUTES APPROVED**

*MOTION, passed*

**Mr. Olson moved and Mr. Steen seconded to approve the meeting minutes from May 2, 2016, as presented. Motion carried.**

**3. TOWER TOWNSHIP/CASS 32 DRAINAGE PROJECT**

County Engineer Jason Benson was present to review the drainage project request. Mr. Benson said he has been working with members of the Tower Township Board and landowners along Cass County Highway 32, west of the Maple River, to implement a drainage project to reduce damage to roads and crops during high water periods. For the drain project to be initiated, a \$50,000 payment must be submitted to the Maple River Water Resource District in order to cover the administrative and engineering costs associated with developing the project. Those who would benefit from the project will vote on whether or not the special assessment district and project can go forward; if the project is approved, the \$50,000 payment will be returned and the costs will be rolled into the overall project assessment district.

Tower Township and ten landowners have pledged \$30,000 towards the payment; the remaining \$20,000 has been requested to be funded by flood sales tax funds.

Mr. Pawluk asked if the drainage project would have a negative downstream impact. Mr. Benson said the goal would not be to move water early on in a spring flood event, but to draw the water down slowly throughout the spring and summer. Mr. Olson said the project has not been developed yet, but initial concepts would use piping, which would not overflow ditches and would allow for a control structure to slow or eliminate flow if needed.

Mr. Olson said the aforementioned landowners are also open to looking at retention if more funds from the Red River Joint Board would be available.

Mr. Rasmussen asked if any landowners have cited potential detriments to their properties. Mr. Olson said there have been some concerns brought forward; Moore Engineering will study how to mitigate the impacts to these landowners.

Mr. Rasmussen asked if approving this project would set a precedence for future drainage project requests throughout the county. Mr. Benson said this project is eligible for flood sales tax funds as there is a direct benefit to county infrastructure.

Mrs. Scherling asked what amount the county would be responsible for. Mr. Benson said the amount would be determined based on the overall benefit to the county; the county would also be given a number of votes for the assessment district based on the overall benefit to the county.

Mr. Steen clarified that the request being considered today is to partially fund the study to develop the project. If the project is approved, the money funded by the county will be returned.

***MOTION, passed***

**Mr. Berndt moved and Mr. Steen seconded to approve funding \$20,000 towards the bond payment to the Maple River Water Resource District in order to fund a study for Drain 77, along Cass County Highway 32 in Tower Township. Discussion: Mr. Steen asked if the project would provide over \$20,000 worth of benefit to Cass 32. Mr. Benson said that amount of benefit would be seen during a flood event, in addition to avoiding road closures and negative impacts on nearby landowners. Mr. Pawluk asked if Cass County would be part of the assessment district. Mr. Benson said yes. On roll call vote, the motion carried with Mr. Steen, Mr. Montplaisir, Mr. Berndt, and Mr. Olson voting “Yes”; Mr. Pawluk voting “No”.**

**4. FLOOD SALES TAX FUND UPDATE**

Mr. Montplaisir said approved flood sales tax project costs paid this year total \$174,000. The fund currently has over \$4 million, including \$921,000 in encumbrances; the unencumbered balance is \$3,224,000.

**5. ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:00 PM.

<b>Current County Projects</b>			
Cash Basis - 2017			
Project	Total Approved	Paid	Left to Pay
Round Hill Project	\$ 350,696.00	\$ 350,696.00	\$ -
City of Oxbow Diking	\$ 105,284.29	\$ 105,284.29	\$ -
2012 City of Argusville Diking	\$ 168,925.00	\$ 168,925.00	\$ -
2012 Maple-Steele WRD Study	\$ 20,562.00	\$ 20,562.00	\$ -
2012 City of Mapleton - Lift Station	\$ 52,500.00	\$ 52,500.00	\$ -
2013 Pontiac Township - Project No 73	\$ 448,000.00	\$ 448,000.00	\$ -
2013 City of Argusville - Levee improvement	\$ 23,874.73	\$ 23,874.73	\$ -
2013 City of Casselton - Levee Repairs	\$ 23,750.00	\$ 18,710.95	\$ 5,039.05
2013 Maple-Steele - Dam Project	\$ 17,500.00	\$ -	\$ 17,500.00
2014 City of Mapleton Levee Recertification 2012-1	\$ 543,324.58	\$ 543,324.58	\$ -
2014 Pontiac township Project no 73 additional	\$ 52,000.00	\$ 52,000.00	\$ -
2014 Upper Maple River Dam	\$ 706,000.00	\$ 706,000.00	\$ -
2014 Lake Bertha Flood Water Detention (reduced from 242500)	\$ 66,215.45	\$ -	\$ 66,215.45
2014 Detention project Development	\$ -	\$ -	\$ -
2015 Normanna Township Slide Repair and Road Move	\$ 40,500.00	\$ 40,500.00	\$ -
2015 Upper Maple River Detention Study Phase II	\$ 45,500.00	\$ -	\$ 45,500.00
2015 Rush River Detention Study Phase II	\$ 45,500.00	\$ -	\$ 45,500.00
2015 Swan Creek Detention Study Phase II	\$ 45,500.00	\$ -	\$ 45,500.00
2015 Harwood Levee Improvements	\$ 556,935.00	\$ 324,985.74	\$ 231,949.26
2015 Casselton Industrial Park Improvements	\$ 242,500.00	\$ -	\$ 242,500.00
2015 Reed Township Road Raise	\$ 60,308.18	\$ 60,308.18	\$ -
2016 City of Mapleton Levee Raise	\$ 99,812.68	\$ 88,057.80	\$ 11,754.88
2016 City of Mapleton Levee Recert change order	\$ 14,867.00	\$ 14,867.00	\$ -
2016 Erie Dam Repairs	\$ 25,000.00	\$ -	\$ 25,000.00
2016 Absaraka Dam Repairs	\$ 11,183.50	\$ -	\$ 11,183.50
2016 Garsteig Dam Repairs	\$ 12,696.51	\$ -	\$ 12,696.51
2016 Embden Dam Repairs	\$ 12,167.40	\$ -	\$ 12,167.40
2016 Drain 77 Study Maple River Water Resource	\$ 20,000.00	\$ 20,000.00	\$ -
Total	\$ 3,811,102.32	\$ 3,038,596.27	\$ 772,506.05

**Reserve for County Projects 2017 Activity**

Balance of Cash Carried forward from 2015	\$ 4,737,301.94
2017 Reserves (9%)	272,216.57
Total	<u>5,080,866.68</u>
Encumbrances	<u>772,506.05</u>
Un-encumbered Balance	<u><u>\$ 4,308,360.63</u></u>



RECEIVED  
CASS COUNTY COMMISSION

FEB 23 2017

February 23, 2017

Maple River  
Water Resource  
District

Rodger Olson  
Chairman  
Leonard, North Dakota

Jurgen Suhr  
Manager  
Page, North Dakota

Gerald Melvin  
Manager  
Buffalo, North Dakota

Chad Peterson  
Chairman  
Cass County Commission  
P.O. Box 2806  
Fargo, ND 58108-2806

Dear Chairman Peterson:

RE: Tower Township Improvement District No. 77

The Maple River Water Resource District is in the preliminary stages of developing Tower Township Improvement District No. 77 in western Cass County. The proposed project would provide flood damage reduction benefits to Cass County Highways 32 and 1, as well as township roads. It also benefits local property owners by providing them with a way to deal with excess water through a project utilizing control structures regulated by an operating plan. The anticipated costs of the project is \$4 to \$9 million.

The WRD respectfully requests consideration from the Cass County Flood Sales Tax Committee for cost-share on the project. This letters serves as initial notice of the project. We will submit a formal request this fall or next spring when more information is available.

If you have any questions, please feel free to contact us or the WRD engineer, Mike Opat, Moore Engineering, Inc., at 701-282-4692.

Sincerely,

MAPLE RIVER WATER RESOURCE DISTRICT

Carol Harbeke Lewis  
Secretary-Treasurer

Carol Harbeke Lewis  
Secretary-Treasurer  
  
1201 Main Avenue West  
West Fargo, ND 58078-1301  
  
701-298-2381  
FAX 701-298-2397  
[wrld@casscountynd.gov](mailto:wrld@casscountynd.gov)  
[www.casscountynd.gov](http://www.casscountynd.gov)



February 14, 2017

RECEIVED  
CASS COUNTY COMMISSION

FEB 14 2017

Maple-Steele  
Joint Water  
Resource District

Chad Peterson  
Chairman  
Cass County Commission  
P.O. Box 2806  
Fargo, ND 58108

Jurgen Suhr  
Chairman  
Page, North Dakota

Josh Ihry  
Manager  
Hope, North Dakota

Rodger Olson  
Manager  
Leonard, North Dakota

Tor Bergstrom  
Manager  
Finley, North Dakota

Gerald Melvin  
Manager  
Buffalo, North Dakota

Greg Thykeson  
Manager  
Portland, North Dakota

Dear Chairman Peterson:

RE: Upper Maple River Dam

The Maple-Steele Joint Water Resource District (District) completed the Upper Maple River Dam project in 2016. The reservoir capacity at the spillway is 5,325 acre-feet and 9,950 acre-feet at the top of the dam. The project provides significant flood risk reduction benefits for property owners in northwestern Cass County, as well as for property owners further downstream. The final project costs are as follows:

Total project cost	\$8,497,691.31
Less State Water Commission cost-share	4,415,496.00
Less RRJWRD cost-share	2,653,426.95
Less Cass County Flood Sales Tax	<u>706,000.00</u>
Committee cost-share	
Balance of local cost	\$ 722,768.36

The District respectfully requests consideration by the Cass County Flood Sales Tax Committee for funding of the remaining local project cost in the amount of \$722,768.36.

If you have any questions or require further information, please feel free to contact us or the project engineer, Mike Opat, Moore Engineering, Inc., at (701) 282-4692. Thank you.

Carol Harbeke Lewis  
Secretary-Treasurer

1201 Main Avenue West  
West Fargo, ND 58078-1301

701-298-2381  
FAX 701-298-2397  
[wrld@casscountynd.gov](mailto:wrld@casscountynd.gov)  
[www.casscountynd.gov](http://www.casscountynd.gov)

Sincerely,

MAPLE-STEELE JOINT WATER RESOURCE DISTRICT

Carol Harbeke Lewis  
Secretary-Treasurer



February 9, 2017

RECEIVED  
CASS COUNTY COMMISSION

FEB - 9 2017

## Rush River Water Resource District

Chad Peterson  
Chairman  
Cass County Commission  
P.O. Box 2806  
Fargo, ND 58108-2806

Dear Chairman Peterson:

RE: Erie Dam / Brewer Lake  
Cass County, North Dakota

William A. Hejl  
Manager  
Amenia, North Dakota

Dick Sundberg  
Manager  
Harwood, North Dakota

Jacob Gust  
Manager  
Fargo, North Dakota

The Rush River Water Resource District (WRD) is a stakeholder in the maintenance and operation of Erie Dam (Brewer Lake) located in Erie Township. The dam impounds the water that makes up Brewer Lake and the impoundment provides recreational opportunities, as well as flood storage benefits. The WRD works closely with various agencies, including the North Dakota Game and Fish Department and the Cass County Park Board to operate and maintain the dam.

The dam has been in place since the 1960s and the primary control structure is currently in need of repairs and improvements. The WRD is working with their partners to address these issues; however, the WRD does not have an adequate funding source available to contribute to the expenses of these important repairs. The dam provides flood risk reduction benefits for areas downstream of the dam; the WRD is in need of additional cost-share to ensure the dam remains operational and continues to provide protection to those downstream properties and Cass County residents.

The costs associated with the repairs are anticipated to be as much as \$50,000. The Cass County Flood Sales Tax Committee previously approved funding in the amount of \$25,000 for the project at its May 2, 2016, meeting and the Cass County Park Board has committed \$15,000 to the project. The WRD respectfully requests consideration from the Cass County Flood Sales Tax Committee for an additional \$10,000 to fund the balance of project costs.

Once we complete these necessary repairs, the WRD, the Cass County Park Board, and the North Dakota Game and Fish Department can convene discussions regarding this project long-term, including an operation and maintenance plan. However, in the short-term, immediate repair of the control structure is necessary and additional cost-share from the Cass County Flood Sales Tax Committee will be crucial to this project.

If you have any questions, please feel free to contact us or the WRD engineer, Mike Opat, Moore Engineering, Inc., at 701-282-4692.

Sincerely,

RUSH RIVER WATER RESOURCE DISTRICT

Carol Harbeke Lewis  
Secretary-Treasurer

Carol Harbeke Lewis  
Secretary-Treasurer  
  
1201 Main Avenue West  
West Fargo, ND 58078-1301

701-298-2381  
FAX 701-298-2397  
[wrld@casscountynd.gov](mailto:wrld@casscountynd.gov)  
[www.casscountynd.gov](http://www.casscountynd.gov)

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CASS CO AUDITOR  
FEB 24 2017 AM 11:58

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CASS COUNTY COMMISSION

MAR 2 - 2017

**February 23, 2017**

**Subject: Flood Risk Reduction Project**

**Clifton Township is interested in your flood risk reduction funding assistance.**

**Our township has three areas of road that are prone to flooding due to the rise of the Maple River that we are seeking assistance with.**

**At this time, the roads are closed due to water and unfortunately, even when the diversion is completed those roads will still be affected by the rise of the Maple River.**

**The three areas are still closed at this time so until the water subsides and we can have the damage surveyed, we are unable to give you an actual cost.**

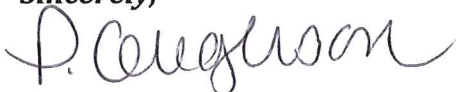
**Our best and worst case scenario is running between \$9,000.00 and \$17,000.00 for all three roads to be repaired. We have an estimate from Camas Sand and Gravel for clay @\$2.00 a yard and \$20.00 a yard for rock. Unfortunately that is the best we can do for now until the damage can be properly assessed.**

**All three of these roads are water crossings.**

- 1. Road between section 10&15 will be our most costly repair**
- 2. Road between section 3&4**
- 3. Road runs on the North side of section 4**

**If you have any questions or would like to see the roads we are requesting this assistance for, please call Randy Laufenberg at 701-799-1801.**

**Sincerely,**



**Clifton Township**



FEB 23 2017



925 10th Avenue East  
West Fargo, ND 58078

P: 701.282.4692  
F: 701.282.4530



February 22, 2017

Mike Montplaisir  
County Auditor  
P.O. Box 2806  
Fargo, ND 58108-2806

**Subject: Citywide FEMA Letter of Map Revision**  
Casselton, N.D.

Dear Mr. Montplaisir,

The City of Casselton is respectfully requesting funding assistance from the Cass County Flood Risk Reduction funds for the cost to prepare and submit a citywide FEMA Letter of Map Revision (LOMR).

According to the North Dakota State Engineer's office, the channel north of Casselton (Legal Drain No. 64) was straightened in the 1980s but a LOMR was never submitted to FEMA at the time to modify the location of the floodway. As Casselton continues to develop within the effective floodplain and floodway, residents and builders have been asking the City for solutions to correct the effective FEMA Flood Insurance Rate Map (FIRM) from 1989.

The preliminary FIRM from FEMA dated January 2016 indicates that much of the developable area is not in the floodplain or floodway. However, the effective FIRM still shows many developable areas in the floodplain and floodway. The exact release date of the revised FIRM is still unknown, with an indication from FEMA that it will be at least two more years. FEMA and the Office of the State Engineer are recommending that the City correct the effective FIRM with a LOMR in order to better administer development and construction in and near the actual floodplain and floodway.

It is estimated that the engineering fees to complete the LOMR will be \$12,000 per the attached Proposal, and the application fee to FEMA will be \$8,000 per the attached fee schedule. The total estimated cost will be \$20,000. Therefore, the City of Casselton is respectfully requesting 50 percent of the cost, or a total of \$10,000.

Please add this request to your next committee meeting for consideration.

Please contact our office if you have any questions about the project.

Sincerely,  
CITY OF CASSELTON

Brandon Oye, P.E.  
City Engineer

Enclosure: As noted

Cc: Sheila Klevgard – City Auditor, City of Casselton



925 10th Avenue East  
West Fargo, ND 58078

P: 701.282.4692  
F: 701.282.4530



December 5, 2016

Lee Anderson  
Mayor  
City of Casselton  
PO Box 548  
Casselton, ND 58012

**Subject: Letter Agreement**  
Casselton – LOMR  
Casselton, N.D.  
MEI Project No. 19515

Dear Mayor Anderson,

In accordance with our discussions at the City Council meeting on Nov. 7, 2016, Moore Engineering, Inc. (MEI) is pleased to submit our proposal to assist the City of Casselton ("City") in applying for a Letter of Map Revision (LOMR) from the Federal Emergency Management Agency (FEMA).

#### **Project Understanding**

- **BACKGROUND:** According to the North Dakota State Engineer's office, the channel north of Casselton (Legal Drain No. 64) was straightened in the 1980s but a LOMR was never submitted to FEMA at the time to modify the location of the floodway. As Casselton continues to develop within the effective floodplain and floodway, residents and builders have been asking the City for solutions to correct the effective FEMA Flood Insurance Rate Map (FIRM) from 1989.

The *preliminary* FIRM from FEMA dated January 2016 indicates that much of the developable area is not in the floodplain or floodway. However, the effective FIRM still shows many developable areas in the floodplain and floodway. The exact release date of the revised FIRM is still unknown, with an indication from FEMA that it will be at least two more years. Therefore, FEMA and the Office of the State Engineer are recommending that the City correct the effective FIRM with a LOMR in order to better administer development and construction in and near the actual floodplain and floodway.

- **GENERAL DESCRIPTION OF PROJECT:** MEI will assist the City with the LOMR application process and associated preparation and research.
- **PROJECT OBJECTIVE:** City obtains a LOMR from FEMA matching the preliminary FIRM dated January 2016.

### Scope of Work

To meet the project objectives above, MEI proposes to provide the following services:

1. Prepare Effective and Preliminary FIRMs with parcels for use during Public Input Meeting.
2. Hold one (1) Public Input Meeting with city staff and property owners that would be affected by the proposed LOMR. City staff shall provide notification of meeting and prepare meeting minutes.
3. Write memorandum including a narrative detailing the proposed LOMR description and desired outcomes.
  - a. Elaborate on MT-2 form data.
4. Prepare and provide hydrologic, hydraulic and mapping background information for MT-2 forms.
  - a. Assumes no modeling or updated hydrology has been completed by MEI.
  - b. All information used will be from the Preliminary Flood Insurance Study issued Jan. 29, 2016, by FEMA. It is not intended for MEI to review/revise any information within the Preliminary Flood Insurance Study.
5. Provide annotated FIRM as required by FEMA.
  - a. Compare effective and preliminary floodplain and floodway.
6. Assist City with floodway and floodplain revision notices to property owners as required by FEMA.

### Deliverables

FEMA LOMR application and supporting documents

### Basis of Proposal

The following items form the basis of this proposal:

1. The City will need to pay the FEMA Application Review Fee for submitting the LOMR for approval, estimated to be \$8,000.

### Schedule

The LOMR will be submitted to FEMA within 45 days of receiving Notice to Proceed from the City of Casselton.

### Fee

MEI will perform the tasks specified in the above Scope of Work above for the following:

- Hourly, estimated to be TWELVE THOUSAND DOLLARS (\$12,000)

MEI will perform the hourly tasks specified in the Scope of Work above on a category billing rate basis using the actual hours worked times the appropriate category billing rate plus the actual direct expenses incurred, including subconsultant fees, times a multiplier of 1.15. Category billing rates are provided in ATTACHMENT 1 to this proposal. Category billing rates and expense costs listed in ATTACHMENT 1 are valid through the end of the current year. On January 1 in each subsequent year, category billing rates and reimbursable expenses may be adjusted to meet market conditions. Invoices will be submitted monthly based on the hours of work completed for the hourly tasks. A detailed breakdown of all tasks and hours are shown in ATTACHMENT 2.

**Standard Terms and Conditions**

Our services will be provided in accordance with the ATTACHMENT 3 "Standard Terms and Conditions for Professional Services," which are integral to this proposal.

**Closing**

Should you find this proposal acceptable, please have an authorized representative of the City of Casselton sign the acceptance portion of this letter below and return one (1) fully executed copy of this Proposal to me. Receipt of a fully executed copy of this proposal will serve as our agreement and our NTP.

We appreciate the opportunity to submit this proposal to the City of Casselton, and we look forward to working with you on this project. Should you have any questions or need additional information, please contact me by phone at 701-282-4692 or by email at BOye@mooreengineeringinc.com.

Sincerely,



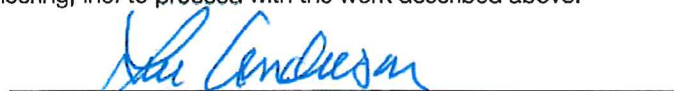
Brandon Oye, P.E.  
Project Manager

Enclosures: As noted

**Acceptance for the City of Casselton**

I hereby authorize Moore Engineering, Inc. to proceed with the work described above.

Signature



Name

Lee Anderson

Title

Mayor

Date

12-5-2016

Address for Giving Notices

P.O. Box 548

Casselton, ND 58012



**ATTACHMENT 1**  
**MOORE ENGINEERING, INC.**  
**2016 BILLING SCHEDULE**

Effective January 1, 2016

NOTE: Rates contained in this Billing Schedule are valid until December 31, 2016. After December 31, 2016, Hourly Billing Rates will be escalated annually and direct expenses may be adjusted to meet market conditions.

		Billing Rate	
		<u>Per Hour</u>	
	<u>Description</u>		
1	Principal	\$195.00	
2	Senior Project Manager	\$185.00	
3	Senior Professional Engineer	\$175.00	
4	Senior Technical Advisor	\$175.00	
5	Grants and Funding Specialist	\$175.00	
6	Project Manager	\$170.00	
7	Professional Engineer II	\$165.00	
8	Professional Engineer I	\$155.00	
9	Project Coordinator	\$150.00	
10	Municipal Administrative Specialist	\$145.00	
11	Project Engineer	\$135.00	
12	Senior Construction Engineer/Specialist	\$135.00	
13	Construction Engineer/Specialist II	\$130.00	
14	Construction Engineer/Specialist I	\$125.00	
15	Graduate Engineer	\$125.00	
16	Senior Engineering Designer	\$135.00	
17	Engineering Designer II	\$125.00	
18	Engineering Designer I	\$120.00	
19	Expert Witness	\$245.00	
20	Building Codes Administrator	\$120.00	
21	Engineering Technician III	\$110.00	
22	Engineering Technician II	\$100.00	
23	Engineering Technician I	\$90.00	
24	CADD Technician III	\$115.00	
25	CADD Technician II	\$110.00	
26	CADD Technician I	\$105.00	
27	Communications Manager	\$155.00	
28	Communications Specialist	\$130.00	
29	GIS Manager	\$155.00	
30	GIS Programmer III	\$135.00	
31	GIS Programmer II	\$125.00	
32	GIS Programmer I	\$120.00	
33	GIS Technician III	\$120.00	
34	GIS Technician II	\$110.00	
35	GIS Technician I	\$105.00	
36	Senior Land Surveyor	\$155.00	
37	Land Surveyor	\$140.00	
38	Survey Manager	\$125.00	
39	Survey Crew Chief II	\$120.00	
40	Survey Crew Chief I	\$115.00	
41	Survey Technician III	\$90.00	
42	Survey Technician II	\$80.00	
43	Survey Technician I	\$75.00	
44	Administrative Assistant	\$75.00	
Travel Expenses	Project Mileage	\$0.65	per mile
	Lodging	Cost * 1.15	
	Meals	Cost * 1.15	
	Per Diem	\$60.00	per day
Survey Supplies	Iron Pins	\$1.25	each
	Fence Posts	\$5.00	each
	Motorized Offroad Vehicles	\$75.00	per day
Miscellaneous	Project Expenses	Cost * 1.15	
	Sub Consultants	Cost * 1.15	



Project Name: Casselton LOMR

Project Number: 19515

Client: City of Casselton

TASK NO.	WORK TASK DESCRIPTION	Defined Limits	PRINCIPAL	PROJECT MANAGER	SENIOR PE	PE II	PE I	GIS MANAGER	GIS TECH I	REIMBURSE	TASK TOTAL
<b>100 Studies &amp; Reports</b>											
100.01	Prepare Effective and Preliminary FIRM maps with parcels for Public Input Meeting			0.5			1	8.5			\$1,558
100.02	Hold Public Input Meeting with City and Property Owners to discuss LOMR benefits			6	3					\$60.00	\$1,605
100.03	Communication with City on LOMR			5			2				\$1,160
100.04	<b>MT-2 Narrative:</b> Write memorandum detailing LOMR description and desired outcomes. Elaborate on MT-2 form data.						8				\$1,240
100.05	<b>MT-2 Forms:</b> Including Hydrologic, Hydraulic, and mapping background information. Assumes no modeling or updated hydrology completed by MEI. All information will be based upon Preliminary Flood Insurance Study issued January 29, 2016 by FEMA.				2		20				\$3,450
100.06	<b>Mapping:</b> Annotated FIRM as required by FEMA. Compare effective and preliminary floodplain and floodway						3	5			\$1,240
100.07	<b>Notices to Property Owners:</b> Assist City with floodway and floodplain revision notices required by FEMA			1	1		6		2		\$1,485
<b>SUBTOTAL - PHASE 100</b>				12.5	6		40	13.5	2	\$60.00	\$11,738

Phase		PRINCIPAL	PROJECT MANAGER	SENIOR PE	PE II	PE I	GIS MANAGER	GIS TECH I	Reimburse	TOTAL HOURLY ESTIMATE
Billing Rates	COST/HOUR	\$195.00	\$170.00	\$175.00	\$165.00	\$155.00	\$155.00	\$105.00		
Studies & Reports	100 HOURS		13	6		40	14	2	N/A	
	COST		\$2,125	\$1,050		\$6,200	\$2,093	\$210	\$60.00	\$11,738
<b>TOTALS</b>	<b>HOURS</b>		13	6		40	14	2	\$60.00	
	<b>COST</b>		\$2,125	\$1,050		\$6,200	\$2,093	\$210		\$11,738

Note: All items that contain no hours are EXCLUDED from the Proposal.

CLOMR Based on New Hydrology, Bridge, Culvert, Channel or Combination Thereof	\$6,750	\$6,500
CLOMR Based on Levee, Berm or Other Structural Measures	\$7,250 (plus \$60/hr)	\$7,000 (plus \$60/hr)
<b>LOMR Based on Bridge, Culvert, Channel, Hydrology, or Combination Thereof</b>	\$8,250	<b>\$8,000</b>
LOMR Based on Levee, Berm or Other Structural Measures	\$9,250 (plus \$60/hr)	\$9,000 (plus \$60/hr)
LOMR Based on As-Built Information Submitted as a Follow-up to a CLOMR	\$8,250	\$8,000
LOMR Based Solely on Submission of More Detailed Data	Free	Free
LOMR/CLOMR Based on Structural Measures on Alluvial Fans	\$7,250 (plus \$60/hr)	\$7,000 (plus \$60/hr)

<b>Requests for Mapping of Physical Map Revisions (PMRs)</b>	<b>Paper Form Fee</b>	<b>Online LOMC Fee</b>
PMR Based Solely on Submission of More Detailed Data	Free	Free
PMR Based on a Bridge, Culvert, Channel, Hydrology, or Combination Thereof	\$8,250 (plus \$2,500 per FIRM panel)	\$8,000 (plus \$2,500 per FIRM panel)
PMR Based on As-Built Information Submitted as a Follow-Up to a CLOMR	\$8,250 (plus \$2,500 per FIRM panel)	\$8,000 (plus \$2,500 per FIRM panel)
PMR Based on a Levee, Berm, or Other Structural Measure	\$9,250 (plus \$60/hr and \$2,500 per FIRM panel)	\$9,000 (plus \$60/hr and \$2,500 per FIRM panel)
PMR Based on Structural Measures on Alluvial Fans	\$7,250 (plus \$60/hr and \$2,500 per FIRM panel)	\$7,000 (plus \$60/hr and \$2,500 per FIRM panel)

For determination requests that do not result in an amendment or revision to a FIRM, a lender and property owner may jointly submit a Letter of Determination of Review (LODR) request to FEMA within 45 days following the date the lender notified the property owner of being in a Special Flood Hazard Area (SFHA). While this determination cannot consider the elevation of your structure or property, it can be useful if you feel the lender's interpretation of the FIRM is incorrect.

Please note, Online LOMC tool does not accept LODR requests.

**Non-Map Change Requests**

**Paper Form Fee**

Letter of Determination Review (LODR)	\$80
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Payment for initial fees must be submitted and received with the request and before services will be rendered. Fees are non-refundable once FEMA begins its review. payments. FEMA will also continue to recover the remainder of the review and processing costs by invoicing the requester before issuing a determination letter. Please view [Payment Submission Requirements for Requests](#) section below for details on submitting payment.

For requests submitted through the Online LOMC tool, payment is collected in the tool, including payments for remaining costs of the application review.