

**Interlaken Town Council Regular Meeting Agenda**  
**Tuesday, 04 March 2025, 6:00 PM – 7:00 PM**  
**Meeting Conducted Remotely with Zoom Video Conferencing Software**

Zoom Meeting ID: 516 337 9977

Password: 84049

Zoom Meeting Link

<https://us02web.zoom.us/j/5163379977?pwd=QJINT3loV3J4Nm83TFJOdGVSUE1ldz09>

- 1. Call to Order**
- 2. Roll Call**
- 3. Presentations:** None
- 4. Public Comment:** Comments will be taken by the Town Council on any non-agenda items. Comments are limited to four minutes per speaker. The Council may or may not respond to non-agenda issues brought up under public comment. Those wishing to comment should stand, state their full name and address, whom they represent, and the subject matter to be addressed. Total time allocated to public comments will be no more than twenty minutes.
- 5. Consent Agenda:** None
- 6. Approval of Agenda or Changes**
- 7. Approval of 02/04/2025 Council Regular Meeting Minutes**
- 8. Midway Sanitation District Proposed Maintenance**
- 9. MAG Grant Meetings with UDOT and DDW – Water Master Plan Study/Guardrails**
- 10. Financial Reporting**
  - + BHR and The Reserves – FY2025 RMA Contributions
  - + Year to Date Revenue and Expenses FY2025 Reporting
- 11. FY2025 Water Billing Update**
- 12. 2025 Elections**
- 13. State Required Conflict of Interest Forms and OPMA Training**
- 14. Building Permit Update and Planning Commission Status**
  - a. Active Building Permit Reporting
  - b. Planning Commission – land use code review
- 15. Other Business**
- 16. Council Comments**
- 17. Adjournment**

**Interlaken Town Council Regular Meeting Minutes**  
**Tuesday, 04 March 2025, 6:02 PM – 6:36 PM**  
**Meeting Conducted Remotely with Zoom Video Conferencing Software**

Zoom Meeting ID: 516 337 9977

Password: 84049

Zoom Meeting Link

<https://us02web.zoom.us/j/5163379977?pwd=QIJNT3loV3J4Nm83TFJOdGV5UE1ldz09>

1. **Call to Order** – Council Member Erin Merryweather called the meeting to order at 6:02pm.

2. **Roll Call**

Greg Harrigan, Mayor

Sue O’Nan, Council Member and Treasurer

Timm Dixon, Council Member

Erin Merryweather, Council Member

Jill Jacobson, Council Member arrived later

Dennis Madden, Planning Commission

3. **Presentations:** None

4. **Public Comment:**

Tasha Lingos, 311 Interlaken Dr. - says hi to everybody and thankful for their help.

5. **Consent Agenda:** None

6. **Approval of Agenda or Changes**

**Motion:** Council Member O’Nan moved to approve the agenda.

**Second:** Council Member Dixon seconded the motion.

**Discussion:** no discussion.

**Vote:** The motion was approved with the Council Members unanimously voting

7. **Approval of 02/04/2025 Council Regular Meeting Minutes**

**Motion:** Council Member O’Nan moved to approve the 2/4/25 Council Meeting Minutes.

**Second:** Council Member Dixon seconded the motion.

**Discussion:** no discussion.

**Vote:** The motion was approved with the Council Members unanimously voting.

8. **Midway Sanitation District Proposed Maintenance**

Midway Sanitation District is requesting permission to clear brush sitting on top of their sewer line that extends from the western end of Bern Way, heading east into the area between Bern Way and Interlaken Dr. See the attached email and maps for more details. Since MSD has a 20 foot easement over their lines, it is incumbent on the town to allow access for maintenance. Town Administrator Smith will continue discuss the project with MSD to ensure minimal impact to the town. Our concern is that a well-cleared path may invite off-road traffic or even foot or biking traffic through private property. Timm feels that they would create a path the size of a backhoe. They should have plans drawn up for this and find out what equipment they’re bringing. Greg – we don’t have any say about their easement. When would they do it, possibly May or June.

9. **MAG Grant Meetings with UDOT and DDW – Water Master Plan Study/Guardrails**

Smith had meetings with Heather Pattee (DDW) and Jeff Lewis (UDOT) to discuss grant and loan opportunities for infrastructure improvements in the town. These meetings were facilitated by Spencer Foster from MAG who heads up the MAG LAA– Local Administrative Advisor program.

### DDW Water System Grants-Loans

In summary, Interlaken would not qualify for any State DDW grants offered due to our MAGI – median adjusted gross income number, which far exceeds the state number. For example, zip code 84049 has a MAGI of \$92K. Years ago we surveyed the town in pursuit of a block grant and found that we could not qualify using the same MAGI metric.

The state MAGI is \$56K. In order to qualify for state grants, the grantee's MAGI would need to fall below the 80% limit of the state MAGI, or in this case, less than \$49K. However, the town would most likely qualify for low interest loans from the state for planning and construction. Planning would include our proposed Water Master Plan Study and Hydraulic modelling. This study would be a prerequisite for any loan application for construction – replacement of aging lines, adding PRVs, valves, SCADA improvements, etc. The loan for planning could be applied for retroactively, after completing the master plan study. The interest rate for these loans is based on the current revenue bond index, currently at 4.45%. Apparently, that's the upper limit and the actual awarded rate is typically less. Construction loans can be extended to 30-40 years, or the apparent life of the system. There is no fixed deadline for the planning phase loans, they can be submitted and processed at any time. Typical review is just a few weeks. Construction loans are reviewed and approved by the water board, who meet quarterly. The next review is in April 2025.

In summary, our best approach is to proceed with a Water Master Plan Study, paid for out of pocket, in the range of \$30K - \$40K. This study would be a requirement for any construction loans and could be added to a construction loan if approved.

### UDOT Road System Grants-Loans

Jeff Lewis described the federal HSIP grant program – Highway Safety Improvement Program. Again, Interlaken would likely not receive grants from this program. It's a very competitive program which favors large scale projects in the millions. The minimum grant is \$300K – the lower bound for what the feds think is cost effective for their time and money spent on processing the application. The application process is long and arduous and would require a Safety Action Plan, something that would cost the town additional funds not available in the grant. Like with DDW, Jeff recommended the town pursue a low interest loan from the Utah State Infrastructure Bank. This is a revolving fund that is competitive, depending on the current fund balance. Loan rates are set at the current bond market rate plus 0.5%. These loans are awarded based on merit. There is no deadline for submittal.

In summary, this may be the town's best solution for proceeding with improvements to our road system, including guardrails, signage, pavement markings, widening for emergency vehicle access, and traffic calming measures. It makes sense for us to prioritize these concerns and look into their costs. We can always apply for these loans without commitment to accept them. Neither application is binding upon approval.

## **10. Financial Reporting**

+ BHR and The Reserves – FY2025 RMA Contributions, MSD Contributions

Invoices were sent to BHR, the Reserves, and MSD for their contributions to last summer's road improvement project. See the attached invoices for more details.

- The Reserves: \$15,339, includes shared expenses as set by our RMA and The Reserves share of asphalt replacement at the bottom of Luzern Rd., the section falling within the Reserves boundaries.
- BHR: \$12,777, includes shared expenses as set by our RMA on lower Interlaken Drive.
- MSD: \$5,940, includes replacement cost of 12 concrete manhole frames that are part of the MSD sewer system.

+ Year to Date Revenue and Expenses FY2025 Reporting – Current financial reports are attached. The revenue and expenses are in line with the current fiscal year budget.

### 11. FY2025 Water Billing Update

The town has processed the first batch of annual water payments. We used the online SmartPay system and the remote check deposit system provided by Grand Valley Bank. Overall, these systems are working well. They required a bit of upfront training and design work but will pay off significantly in time savings for both Sue and Bart. See the attached report for more details. Here is the current accounts receivable table:

<b>FY2025 Water Billing - Status 2/28/25</b>	
Total Invoiced Billing	\$235,185.35
Batch 00 Payments (pre-payments)	(\$4,007.18)
Batch 01 Payments	(\$37,695.19)
<b>Total Payments</b>	<b>\$41,702.37</b>
Accounts Receivable	\$193,482.98

### 12. 2025 Elections

Municipal elections for Interlaken are scheduled for November 4th, 2025. The terms for mayor, treasurer, and an additional council member expire on December 31, 2025. These offices will be up for election. Interested town full-time residents who are registered to vote may submit their declaration of candidacy to the town clerk – Bart Smith during the first week of June. Here are the current terms for the serving mayor and council members:

<b>Name</b>	<b>Position</b>	<b>Term Ends</b>
Greg Harrigan	Mayor	12/31/25
Sue Onan	Treasurer	12/31/25
Erin Merryweather *	Councilmember	12/31/25
Jill Jacobson	Councilmember	12/31/27
Timm Dixon	Councilmember	12/31/27

\* appointed 12/5/23 to fill vacancy

### 13. State Required Conflict of Interest Forms and OPMA Training

Town Administrator Smith has received the bulk of these forms, but requests remaining members of the council and planning commission submit their forms in the next week.

### 14. Building Permit Update and Planning Commission Status

- a. Active Building Permit Reporting  
Dennis Madden – no updates  
Bart – should we place a moratorium on wintertime construction that uses parking and or deliveries –  
Greg thinks we could have a snow rule – if it’s a snow day, minimize activity, no big deliveries, excavation, etc. Relate it to snow days.
- b. Planning Commission – land use code review

### 15. Other Business - None

### 16. Council Comments - None

### 17. Adjournment

Council member O’Nan moved to adjourn the meeting. Council member Dixon seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:36pm. The next regular town council meeting is scheduled for Tuesday April 1st, 2025, at 6:30pm via Zoom.

**Subject:** RE: Sewer Main  
**Date:** Thursday, February 27, 2025 at 11:02:09 AM Mountain Standard Time  
**From:** Becky Wood  
**To:** Bart Smith  
**Attachments:** image005.jpg, image006.jpg, image007.jpg, image008.jpg, image009.jpg

Bart,

Thanks for the questions. We are generally just wanting to cut/chainsaw some brush grown over the sewer easement so we aren't forced to crawl on our hands and knees to maintain the manholes. It shouldn't take more than a day or two and the width of the 4wheeler was just so public works could drive instead of packing equipment up the line. Nothing on or under the roadway will be disturbed and we will try not to disturb any yards or landscaping other than brush and boulders over the sewer line to make accessibility a bit easier for us. We were just wanting to cut a swath of line to clear the path. Not all of the line is effected just the bunches of brush up the line in patches here and there.



Midway Sanitation District

**Becky Wood**

District Manager

**P:** 435-654-3223 ext. 104

**E:** [bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)

75 N 100 W – P.O. Box 277  
Midway, UT 84049

Please note that this Midway Sanitation District email address will change from .org to .gov on July 1, 2025.

**From:** Bart Smith <[admin@interlakenut.gov](mailto:admin@interlakenut.gov)>  
**Sent:** Monday, February 24, 2025 9:51 AM  
**To:** Becky Wood <[bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)>  
**Subject:** Re: Sewer Main

**CAUTION:** This email originated from outside of the organization. Do not reply, click links or open attachments unless you recognize the sender's email address and know the content is safe.

Hi Becky –

Thanks for the map. Here's some more questions – I'm guessing the council and residents will want to know:

- It looks like the line travels under a section of roadway – Bern Way. Will there be excavation under the asphalt?

- It also looks like the line crosses several private lots. Will the ground surface be disturbed on private property?
- Where were you thinking you'd "make a small section more open for inspections and any maintenance issues that arise."
- A 4-wheeler sized path sounds a bit intrusive – is that necessary or just a convenience? I think that would be a hard sell to the town.
- What would be the length of time for the project, from start to completion.

Our next town council meeting is on 3/4/25. I can present to the town at that time.

Thanks,  
Bart Smith  
Interlaken Town Administrator



[admin@interlakenut.gov](mailto:admin@interlakenut.gov)

(435) 565-3812 voice

(206) 851-2053 text

---

**From:** Becky Wood <[bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)>  
**Date:** Wednesday, February 19, 2025 at 11:34 AM  
**To:** Bart Smith <[admin@interlakenut.gov](mailto:admin@interlakenut.gov)>  
**Subject:** RE: Sewer Main

Bart,  
Please see attached map (see line in red). We would be willing to start any time you would allow us to! If you need to talk to the town board or anything just let me know. Would you prefer we notify residents with door to door flyers or emails, phone calls?



**Midway Sanitation District**

**Becky Wood**

District Manager

**P:** 435-654-3223 ext. 104

**E:** [bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)

75 N 100 W – P.O. Box 277  
Midway, UT 84049

Please note that this Midway Sanitation District email address will change from .org to .gov on July 1, 2025.

---

**From:** Bart Smith <[admin@interlakenut.gov](mailto:admin@interlakenut.gov)>  
**Sent:** Wednesday, February 19, 2025 11:22 AM

**To:** Becky Wood <[bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)>

**Subject:** Re: Sewer Main

CAUTION: This email originated from outside of the organization. Do not reply, click links or open attachments unless you recognize the sender's email address and know the content is safe.

Hi Becky-

Could you show me the location of the line on a map? We do have a no parking regulation in effect (winter parking) until April 1<sup>st</sup>. Could you begin work after that date?

Thanks,

Bart Smith

Interlaken Town Administrator



[admin@interlakenut.gov](mailto:admin@interlakenut.gov)

(435) 565-3812 voice

(206) 851-2053 text

---

**From:** Becky Wood <[bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)>

**Date:** Wednesday, February 19, 2025 at 10:48 AM

**To:** Bart Smith <[interlakenclerk@gmail.com](mailto:interlakenclerk@gmail.com)>

**Subject:** Sewer Main

Bart,

Midway Sanitation District has a main sewer line between Bern Drive and Interlaken Drive. We would like to clean it up a little, clear some brush and make a small section more open for inspections and any maintenance issues that arise. Possibly a 4 wheeler sized path in some of the sections of the line that are not very easy to get through with the vegetation and rocks. Would Interlaken be alright with this? We would be happy to make up a flyer for the residents or whatever is necessary to inform the people who may have to put up with some temporary noise or a few public works trucks on their street. We are wanting to do this as soon as the ground dries out.



**Midway Sanitation District**

**Becky Wood**

**District Manager**

**P:** 435-654-3223 ext. 104

**E:** [bwood@midwaycityut.gov](mailto:bwood@midwaycityut.gov)

75 N 100 W – P.O. Box 277  
Midway, UT 84049



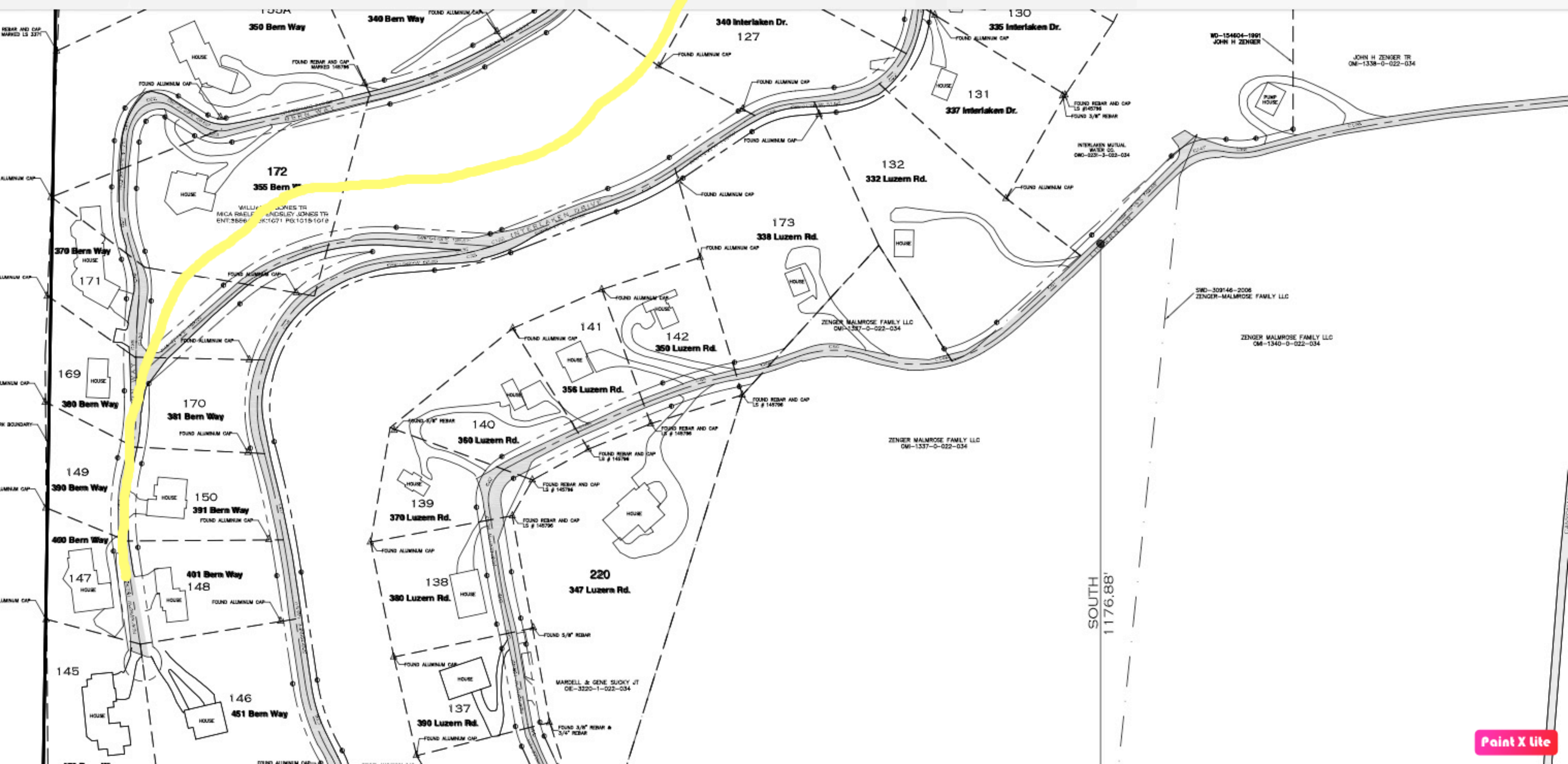


300ft





Presentation Map 03 Addresses.pdf  
1 page





<b>Interlaken Summer 2024 Roadwork - Shared Contributions</b>	
The Reserves	\$ 15,339.00
Burgi Hill Ranches	\$ 12,777.00
Midway Sewer District	\$ 5,940.00
<b>Total Contributions</b>	<b>\$ 34,056.00</b>



Interlaken Town  
 P.O. Box 1256  
 Midway, UT 84049  
 (435) 565-3812  
[admin@interlakenut.gov](mailto:admin@interlakenut.gov)

<b>Interlaken Town Invoice</b>		
<b>Interlaken Road Repair Project - September 2024</b>		
<b>RMA Shared Costs - The Reserves</b>		
<b>Interlaken Invoice#: 0924-RMA-RES</b>		
<b>Date: 01-16-2025</b>		
<b>Reference: Eckles Paving Invoice #137911RP, 9/19/2024</b>		
<b>The Reserves Calculation</b>		<b>Notes</b>
<b>Lot Calculations</b>		
Interlaken Lots	149	
BHR Lots	41	
Reserves Lots	12	
Total Lots	202	
<b>% Reserves Lots</b>	<b>5.94%</b>	
Sq Footage of Reserves Shared Road-Improved	\$ 8,680	Measured 8/16/24 by Eckles
<b>Eckles Bid Numbers</b>		
Surface Replacement Per Square Foot Cost	\$ 3	
Sewer Lid Replacement Cost	\$ 1,350	
Water Valve Replacement Cost	\$ 1,100	
Number of Sewer Lids	\$ -	
Number of Water Valves	\$ -	
Total Cost for Reserves Shared Section	\$ 26,040	Total Road work charges for shared section
Prorated Factor - Lot%	5.94%	% Shared expense percentage RMA calc
The Reserves Share for Shared Section of Interlaken Dr.	\$ 1,547	
Reserves Lower Luzern Road Replacement Cost	\$ 13,793	The Reserves portion for Lower Luzern Rd - 4,297 ft2
<b>The Reserves Share - Final</b>	<b>\$ 15,339</b>	Total to be paid by The Reserves w/ Luzern Rd Share

Please submit payment by check to:  
 Interlaken Town  
 P.O. Box 1256  
 Midway, UT 84049



Interlaken Town  
 P.O. Box 1256  
 Midway, UT 84049  
 (435) 565-3812  
[admin@interlakenut.gov](mailto:admin@interlakenut.gov)

<b>Interlaken Town Invoice</b>		
<b>Interlaken Road Repair Project - September 2024</b>		
<b>RMA Shared Costs - Burgi Hill Ranches</b>		
<b>Interlaken Invoice#: 0924-RMA-BHR</b>		
<b>Date: 01-16-2025</b>		
<b>Reference: Eckles Paving Invoice #137911RP, 9/19/2024</b>		
<b>BHR Calculation</b>		<b>Notes</b>
Total Interlaken Roads Area (sqft)	403,149	Based on 11/14/18 Summit Engineering Survey and measured modifications post-Reserves development
Area Shared with BHR (sqft)	83,925	Based on 11/14/18 Summit Engineering Survey
<b>% Shared Road Surface with BHR</b>	<b>20.82%</b>	
Interlaken Lots	149	
BHR Lots	41	
Total Lots	190	
<b>% BHR Lots</b>	<b>21.58%</b>	
(% Shared Road Area) times (% Lots)	4.49%	% Shared expense percentage RMA calc
Total Cost of project	<b>\$ 307,130</b>	Based on Final Invoice# 137911RP
Cost of 12 manhole frames - MSD contribution	\$ (5,940)	
Cost of 3 Speed Bumps	\$ (2,970)	
Cost for Lower Luzern - The Reserves Portion	\$ (13,793)	Based on sq footage and mobilization cost
Total Cost of Project for Interlaken Town Roads Only	<b>\$ 284,427</b>	Lower Luzern Repair & Speed Bumps subtracted out
<b>BHR Share - Final</b>	<b>\$ 12,777</b>	Total to be paid by BHR as per RMA % calc

Please submit payment by check to:  
 Interlaken Town  
 P.O. Box 1256  
 Midway, UT 84049





Interlaken Town  
 P.O. Box 1256  
 Midway, UT 84049  
 (435) 565-3812  
[admin@interlakenut.gov](mailto:admin@interlakenut.gov)

<b>Interlaken Town Invoice</b>				
<b>Interlaken Road Repair Project - September 2024</b>				
<b>MSD Manhole Replacements</b>				
<b>Interlaken Invoice#: 091924-MSD</b>				
<b>Date: 01-16-2025</b>				
<b>Reference: Eckles Paving Invoice #137911RP, 9/19/2024</b>				
<b>Description</b>	<b>Qty</b>	<b>Rate</b>	<b>Amount</b>	<b>Notes</b>
Replacement Cost - 12 concrete manhole frames - Interlaken Dr. & St. Moritz, Interlaken Town	12	\$ 495.00	\$ 5,940.00	Reference Eckles Paving Invoice #137911RP, 9/19/24
<b>Total</b>			<b>\$ 5,940.00</b>	

Please submit payment by check to:  
 Interlaken Town  
 P.O. Box 1256  
 Midway, UT 84049

Interlaken Town  
 Statement of Assets, Liabilities, and Fund Balance  
 As of February 28, 2025

	Feb 28, 25	Feb 29, 24
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
General Fund		
10000 · General Fund Checking 2681	125,465.40	188,452.32
10001 · General Fund Checking GVB 7730	54,126.99	0.00
10100 · Water Rev Fund Checking 1520	0.00	153,736.59
10101 · 10101 - Water Rev Fund 2422	52,112.35	0.00
10102 · 10102 - Water Rev Fund GVB	80,124.64	0.00
10200 · Building Fund 1678	64,458.99	132,687.59
10201 · Building Fund GVB	57,846.75	0.00
Reserve Funds		
Transportation Reserve Fund		
10300 · Transp Cap Facilities Res 4574	0.00	233,865.23
10301 · Transp Cap Facilities Res GVB	81,897.13	0.00
Total Transportation Reserve Fund	81,897.13	233,865.23
Water Reserve Funds		
10400 · Water Sys Cap Facilities 1330	0.00	160,953.99
10401 · Water Sys Cap Facilities GVB	150,721.37	0.00
Total Water Reserve Funds	150,721.37	160,953.99
Total Reserve Funds	232,618.50	394,819.22
Total General Fund	666,753.62	869,695.72
Total Checking/Savings	666,753.62	869,695.72
Accounts Receivable		
20000 · Accounts Receivable	7,085.01	17,706.48
Total Accounts Receivable	7,085.01	17,706.48
Other Current Assets		
12000 · Undeposited Funds	0.00	(10,621.47)
Total Other Current Assets	0.00	(10,621.47)
Total Current Assets	673,838.63	876,780.73

Interlaken Town  
 Statement of Assets, Liabilities, and Fund Balance  
 As of February 28, 2025

	Feb 28, 25	Feb 29, 24
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
25000 · Garbage Site	98,318.85	98,318.85
25100 · Equipment	31,366.00	31,366.00
25200 · Roads	705,967.00	705,967.00
25300 · Water System	1,712,694.73	1,712,694.73
Total Property, Plant and Equipment	2,548,346.58	2,548,346.58
Total Depreciable Assets	2,548,346.58	2,548,346.58
25900 · Accumulated Depreciation	(1,810,569.72)	(1,810,569.72)
Amortizable Expenditures		
26000 · Bond Fees	25,000.00	25,000.00
26100 · Accumulated Amortization	(23,541.67)	(23,541.67)
Total Amortizable Expenditures	1,458.33	1,458.33
Total Fixed Assets	739,235.19	739,235.19
Other Assets		
25400 · Land	16,965.00	16,965.00
25500 · Water Rights	37,508.00	37,508.00
Total Other Assets	54,473.00	54,473.00
<b>TOTAL ASSETS</b>	<b>1,467,546.82</b>	<b>1,670,488.92</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
30000 · Accounts Payable	(1,864.34)	(1,764.35)
Total Accounts Payable	(1,864.34)	(1,764.35)

Interlaken Town  
 Statement of Assets, Liabilities, and Fund Balance  
 As of February 28, 2025

	Feb 28, 25	Feb 29, 24
Other Current Liabilities		
30100 · Road Damage Deposit	56,557.89	39,000.00
30200 · Completion Deposit (refundable)	32,521.04	25,021.04
30300 · Payroll Liabilities	(228.29)	(143.07)
Total Other Current Liabilities	88,850.64	63,877.97
Total Current Liabilities	86,986.30	62,113.62
Long Term Liabilities		
Division of Finance		
30400 · Note Payable UT Div. of Finance	2,000.00	2,000.00
30401 · Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	4,526.34	4,526.34
Total Long Term Liabilities	4,526.34	4,526.34
Total Liabilities	91,512.64	66,639.96
Equity		
50000 · Fund Balance	1,683,284.54	1,561,230.04
Net Income	(307,250.36)	42,618.92
Total Equity	1,376,034.18	1,603,848.96
TOTAL LIABILITIES & EQUITY	1,467,546.82	1,670,488.92



Interlaken Town  
Statement of Revenue and Expense  
July 2024 through February 2025

	Jul '24 - Feb 25	Jul '23 - Feb 24
Ordinary Income/Expense		
Income		
Revenue from RMA Agreement	34,056.00	0.00
Miscellaneous Revenue		
60000 · Water Revenue	38,719.82	22,754.02
60100 · Summer Water overage	3,631.37	3,244.71
60101 · Road and Transportation Revenue	198,956.25	187,528.89
60102 · 1% Sales Tax Revenue	19,842.43	20,428.61
60103 · B&C Road Tax	27,649.28	26,035.82
60104 · Transfer Fees	450.00	450.00
60105 · Late Fees	1,000.00	225.00
60800 · Interest Income	1,870.00	2,003.69
60801 · Municipal Fines	4,900.00	850.00
Total Miscellaneous Revenue	297,019.15	263,520.74
60200 · Building Fee		
60201 · Application Fee	2,100.00	1,200.00
60202 · Water connection Fee	700.00	700.00
60203 · Road Impact Fee	6,500.00	11,471.90
60200 · Building Fee - Other	11,277.63	18,722.70
Total 60200 · Building Fee	20,577.63	32,094.60
Total Income	351,652.78	295,615.34
Gross Profit	351,652.78	295,615.34
Expense		
70000 · Administrative Expenditures		
70130 · Public Works Manager	2,175.00	0.00
70104 · Bank Charges, Checks	290.99	279.00
70114 · Web Hosting & IT Service	1,237.80	1,929.26
70115 · Misc. Admin Expenses	51.78	673.92
70116 · Association Memberships	739.00	269.00
70109 · Advertising Expenses	0.00	23.13
70103 · Accounting & Bookkeeping Fees	14,778.55	13,997.30
70100 · Animal Control	1,654.25	1,855.00

Interlaken Town  
 Statement of Revenue and Expense  
 July 2024 through February 2025

	Jul '24 - Feb 25	Jul '23 - Feb 24
70120 · Insurance	5,066.40	4,712.93
70108 · Town Attorney Legal Fees	1,738.50	7,662.00
70119 · Meeting Advertising	18.50	582.76
70110 · Office Expense	2,548.78	654.94
70105 · Plan Review & Inspections	8,514.03	8,116.25
70117 · Road Signage	1,691.31	74.23
70125 · Safety and Enforcement Supplies	627.12	170.30
70111 · Town Clerk	68,791.50	44,387.50
70000 · Administrative Expenditures - O...	0.00	599.00
<b>Total 70000 · Administrative Expenditures</b>	<b>109,923.51</b>	<b>85,986.52</b>
<b>Road Maintenance Expenditures</b>		
70118 · Annual DPW Site Maintenance E...	85.41	1,013.40
70205 · Brush Removal and Wild fire Mid	12,500.00	26,200.00
70206 · Road Signage	2,271.20	0.00
71000 · Depr. Expense-Roads	314,594.67	0.00
70207 · Additional Contract Services	7,311.40	2,346.74
70201 · Annual Road Repair	2,578.37	411.68
70203 · Supplies (Salt, Sand, Etc)	0.00	1,527.41
70204 · Snow Removal	65,000.00	55,000.00
<b>Total Road Maintenance Expenditures</b>	<b>404,341.05</b>	<b>86,499.23</b>
<b>Water System Expenditures</b>		
70311 · Additional Water Sys Contract S	1,536.98	709.76
70308 · Water System Maint & Repair	8,512.48	1,617.53
70309 · Misc. Water Expense	1,136.73	1,535.49
70300 · Interest Expense	0.00	1,299.28
70301 · Chemicals & Monitoring	445.00	248.88
70302 · Meter Repair/Replacement	47,669.93	49,775.11
70303 · Payroll Expenses	21,710.00	19,439.24
70304 · Telemetry System	56,920.62	0.00

3:30 PM  
03/04/25  
Accrual Basis

Interlaken Town  
Statement of Revenue and Expense  
July 2024 through February 2025

---

	Jul '24 - Feb 25	Jul '23 - Feb 24
70305 · Utilities Gas & Electric	5,802.84	5,885.38
70306 · Water Share Fee & Education	904.00	0.00
Total Water System Expenditures	144,638.58	80,510.67
Total Expense	658,903.14	252,996.42
Net Ordinary Income	(307,250.36)	42,618.92
Net Income	<u>(307,250.36)</u>	<u>42,618.92</u>

Interlaken Town Budget  
Fiscal Year Ending 6/30/2025

Interlaken Town FY2025 Budget - Amended 11/06/24 Budget Hearing with Draft FY2026 Budget. Includes Water Rate Increase Starting 1/1/25. No FY2026 Wasatch County Tax Increase. Added line 51d for Public Works Manager.		FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
1	<b>General Fund (checking)</b>			
2				
3	<b>General Fund Revenue</b>			
5	Annual Wasatch County Tax Assessment	\$191,596	\$200,000	\$200,000
8	1% State Sales Tax (estimate)	\$31,034	\$34,000	\$34,000
10	Interest Income	\$201	\$130	\$130
13	B&C Road Tax (estimate)	\$33,421	\$26,000	\$26,000
15a	Federal Grant Revenue	\$0	\$0	\$0
15b	State and Local Grant Revenue	\$0	\$0	\$0
15c	Miscellaneous Revenue	\$0	\$0	\$0
15d	<b>Fines for municipal code violations</b>	\$1,000	\$0	<b>\$4,200</b>
16	<b>Total General Fund Revenue:</b>	<b>\$257,253</b>	<b>\$260,130</b>	<b>\$264,330</b>
17				
18	<b>Transfers into General Fund</b>			
19	Transfer from Building Fund (Application Fees for admin costs)	\$2,463	\$1,800	\$1,800
20	<b>Transfer from Water Revenue for Share of Admin. Expenses</b>	\$65,000	\$80,000	<b>\$95,000</b>
21	<b>Transfer from Transportation Reserves for Capital expenses</b>	\$0	\$70,000	<b>\$310,000</b>
22				
23	<b>Transfers out of General Fund</b>			
26	<b>Transfers into Transportation Reserve Fund</b>			
28	Transfer of B&C Road Tax to Transportation Reserve Fund	(\$30,000)	(\$26,000)	(\$26,000)
29	<b>Contribution to Capital Improvements</b>	\$0	\$0	<b>(\$150,000)</b>
31	<b>Total Net General Fund Transfers:</b>	<b>\$37,463</b>	<b>\$125,800</b>	<b>\$230,800</b>
32				
34				
35	<b>General Fund Expenses</b>			
36	<b>Administrative Expenses</b>			
37	Commission, Committee, Council Mtg Expenses	\$0	\$0	\$0
38	Town Administrator & Clerk	(\$83,962)	(\$140,000)	(\$100,000)
39	Association Memberships	(\$1,018)	(\$2,000)	(\$2,000)
40	Web Hosting & IT Services (WIX, GoDaddy, Zoom, Dropbox, ViaSat, Calling Post)	(\$2,769)	(\$1,500)	(\$1,500)
40a	Town Council Equipment & Supplies	(\$1,278)	(\$1,000)	(\$1,000)
41	Meeting Advertising	(\$668)	(\$200)	(\$200)
42	Bookkeeping, Accounting & CPA fees	(\$17,086)	(\$18,000)	(\$18,000)
43	Bank Charges, Checks	(\$411)	(\$500)	(\$500)
44	Town Attorney	(\$4,537)	(\$10,000)	(\$10,000)
45a	Animal Control through Interlocal Agreement w/ Heber City	(\$2,469)	(\$3,000)	(\$3,000)
45b	Municipal Election Balloting & Noticing, Advertisements	(\$102)	\$0	\$0
46	Misc. Admin. Expenses	(\$822)	(\$800)	(\$800)
47	Insurance	(\$5,494)	(\$5,000)	(\$5,000)
48	Office Supplies (postage + supplies)	(\$1,524)	(\$1,500)	(\$1,500)
51	Additional Consulting Fees	\$0	\$ (2,000)	\$ (2,000)
51a	Federal IRS Taxes	(\$5,067)	(\$5,500)	(\$5,500)
51c	<b>Safety and Enforcement (Wasatch County Sheriff Agreement)</b>	(\$706)	(\$10,500)	<b>(\$1,500)</b>



Interlaken Town Budget  
Fiscal Year Ending 6/30/2025

Interlaken Town FY2025 Budget - Amended 11/06/24 Budget Hearing with Draft FY2026 Budget. Includes Water Rate Increase Starting 1/1/25. No FY2026 Wasatch County Tax Increase. Added line 51d for Public Works Manager.		FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
51d	Public Works Manager			(\$40,000)
52	<b>Total Administrative Expenses:</b>	(\$127,913)	(\$201,500)	(\$192,500)
54	<b>Annual Road Maintenance-Repair Expenses - General Fund</b>			
55	<b>Annual Road Repair &amp; Maintenance</b>	(\$41,463)	(\$50,000)	(\$2,500)
56	Additional Contract Services - Recycling	(\$3,553)	(\$3,000)	(\$3,000)
56a	Road Signage	(\$84)	(\$2,000)	(\$2,000)
57	<b>Contract Service (Snow Removal)</b>	(\$55,000)	(\$60,000)	(\$65,000)
58	Supplies - Salt, Sand, etc	(\$3,224)	(\$6,000)	(\$6,000)
58a	<b>Annual Fire Mitigation Expenses</b>			
58b	Brush Removal and other Wildfire Mitigation	(\$26,200)	(\$20,000)	(\$20,000)
59	<b>Annual General Fund Capital Expenses</b>			
59a	Capital Equipment Investment	\$0	(\$5,000)	(\$5,000)
60	<b>Capital Investment in Roads</b>	\$0	(\$150,000)	(\$310,000)
60a	<b>DPW Expenses</b>			
60b	DPW Site Construction - Capital Investment	(\$1,803)	(\$2,000)	(\$2,000)
60c	Annual DPW Site Maintenance Expenses	(\$862)	(\$500)	(\$500)
61	<b>Total Road Maintenance, Capital, Fire &amp; DPW Expenses</b>	(\$132,189)	(\$298,500)	(\$416,000)
65	<b>Total General Fund Expenses:</b>	(\$260,101)	(\$500,000)	(\$608,500)
67	<b>Increase/Decrease in General Fund Balance</b>	<b>\$34,614</b>	<b>(\$114,070)</b>	<b>(\$113,370)</b>
70	<b>Transportation Reserve Fund (savings)</b>			
72	<b>Transportation Reserve Fund Revenue</b>			
73	Estimated Interest	\$1,215	\$800	\$800
73a	<b>Revenue From RMA Agreement &amp; 3rd Party Contributions</b>	\$0	\$5,000	\$50,500
73b	Revenue from Federal & State Transportation System Grants	\$0	\$0	\$0
74	<b>Total Transportation Reserve Fund Revenue:</b>	<b>\$1,215</b>	<b>\$5,800</b>	<b>\$51,300</b>
76	<b>Transfers into Transportation Reserve Fund</b>			
77	Trfr from General Fund of B&C Road Tax to Trans. Reserve Capital Fund	\$30,000	\$26,000	\$26,000
78	<b>Transfer from General Fund for Capital Improvement Reserves</b>	\$0	\$0	\$150,000
80	Transfer from Building Fund of Road Impact Fee	\$42,753	\$7,000	\$7,000
82	<b>Transfers out of Transportation Reserve Fund</b>			
83	<b>Transfer to General Fund for Transportation Capital Expenses</b>	\$0	(\$70,000)	(\$310,000)
84	<b>Total Net Transportation Reserve Fund Transfers:</b>	<b>\$72,753</b>	<b>(\$37,000)</b>	<b>(\$127,000)</b>
86	<b>Incr/Decr in Transportation Reserve Fund Balance</b>	<b>\$73,968</b>	<b>(\$31,200)</b>	<b>(\$75,700)</b>
88	<b>Water Revenue Fund (checking)</b>			
90	<b>Water Revenue Fund Revenue</b>			
92	<b>Annual Water Utility Base Usage Fee</b>	\$176,288	\$173,000	\$209,000
93	Interest Income	\$292	\$200	\$200

Interlaken Town Budget  
Fiscal Year Ending 6/30/2025

Interlaken Town FY2025 Budget - Amended 11/06/24 Budget Hearing with Draft FY2026 Budget. Includes Water Rate Increase Starting 1/1/25. No FY2026 Wasatch County Tax Increase. Added line 51d for Public Works Manager.		FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
95	Charge for Services: Metered Water (overages)	\$8,373	\$7,500	\$7,500
95a				
95b	Water Billing Late Fees and Additional Administrative Fees	\$1,000	\$100	\$100
95c	New Owner Transfer Fees	\$1,050	\$450	\$450
95d	Misc. Water Revenue			
95e				
96	<b>Total Water Revenue Fund Revenue:</b>	<b>\$187,003</b>	<b>\$181,250</b>	<b>\$217,250</b>
97				
98	<b>Transfers into Water Revenue Fund</b>			
100	Transfer from Building Fund (Water Connect Fees)	\$5,917	\$700	\$700
101	Transfer from Bond Sinking Fund for current year Water Bond payment	\$82,707	\$0	\$0
102	<b>Transfer from Water System Reserves for Capital Improvements</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,000</b>
103				
104	<b>Transfers out of Water Revenue Fund</b>			
105	<b>Transfer to Water System Reserve Capital Fund</b>	<b>(\$78,275)</b>	<b>(\$60,000)</b>	<b>(\$70,000)</b>
106				
107	<del>Transfer to Bond Sinking Fund - Next Year's Bond Payment</del>	\$0	\$0	\$0
108				
109	<b>Transfer to General Fund for Share of Administrative expenses</b>	<b>(\$65,000)</b>	<b>(\$80,000)</b>	<b>(\$95,000)</b>
110	<b>Total Net Water Revenue Fund Transfers:</b>	<b>(\$54,651)</b>	<b>(\$139,300)</b>	<b>(\$74,300)</b>
111				
111a	<b>Water Revenue Fund - continued</b>			
111b				
112	<b>Water Revenue Fund Expenses</b>			
113	<b>Bond Payment</b>			
114	Water Bond Payment, due annually in January	(\$75,773)	\$0	\$0
115	<b>Operating Expenses</b>			
116	Payroll - Water Masters	(\$22,070)	(\$30,000)	(\$30,000)
117				
118	Chemicals & Monitoring	(\$274)	(\$800)	(\$800)
119	Telemetry System Operating Costs	(\$2,734)	(\$2,700)	(\$2,700)
120	Water Share Fee, Education, etc.	\$0	(\$450)	(\$450)
121	Gas Heat	(\$322)	(\$1,200)	(\$1,200)
122	Electricity	(\$8,170)	(\$7,000)	(\$7,000)
123	Payroll Taxes - Water Masters	(\$1,065)	(\$4,000)	(\$4,000)
123a	Workman's Comp Insurance for Water Masters	(\$391)	(\$1,200)	(\$1,200)
123b	Misc. Water Expenses	(\$2,581)	(\$1,500)	(\$1,500)
123c				
123d				
123e	<b>Capital Investment in Water System</b>			
123f	Purchase of Generator and Installation	\$0	\$0	\$0
123g	<b>Water System Capital Upgrades &amp; Replacements</b>	<b>(\$56,068)</b>	<b>(\$20,000)</b>	<b>(\$90,000)</b>
123h	Capital Equipment Investment - Water System	\$0	(\$5,000)	(\$5,000)
124	<b>Repair and Maintenance</b>			

Interlaken Town Budget  
Fiscal Year Ending 6/30/2025

Interlaken Town FY2025 Budget - Amended 11/06/24 Budget Hearing with Draft FY2026 Budget. Includes Water Rate Increase Starting 1/1/25. No FY2026 Wasatch County Tax Increase. Added line 51d for Public Works Manager.		FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
125	<b>Additional Water System Contract Services</b>	(\$1,506)	(\$4,000)	<b>(\$40,000)</b>
126	Annual Generator Maintenance	(\$6,576)	(\$1,000)	(\$1,000)
126a	<b>General Water System Maintenance &amp; Repair</b>	(\$14,401)	(\$15,000)	<b>(\$10,000)</b>
127	<b>Total Water Revenue Expenses:</b>	<b>(\$191,932)</b>	<b>(\$93,850)</b>	<b>(\$194,850)</b>
129	<b>Increase/Decrease in Water Revenue Fund Balance</b>	<b>(\$59,580)</b>	<b>(\$51,900)</b>	<b>(\$51,900)</b>
131	<b>Water Bond Sinking Fund (money market)</b>			
133	<b>Water Bond Sinking Fund Revenue</b>			
134	Estimated Interest	\$190	\$0	\$0
135	<b>Total Water Bond Sinking Fund Revenue:</b>	<b>\$190</b>	<b>\$0</b>	<b>\$0</b>
137	<b>Transfers into Water Bond Sinking Fund</b>			
138	Transfer from Water Revenue Fund	\$0	\$0	\$0
140	<b>Transfers out of Water Bond Sinking Fund</b>			
141	Transfer to Water Revenue Fund to pay current year bond	(\$82,707)	\$0	\$0
142	<b>Total Net Water Bond Sinking Fund Transfers:</b>	<b>(\$82,707)</b>	<b>\$0</b>	<b>\$0</b>
144	<b>Increase/Decrease in Water Revenue Bond Sinking Fund Balance</b>	<b>(\$82,517)</b>	<b>\$0</b>	<b>\$0</b>
146	<b>Water Reserve Fund (savings)</b>			
148	<b>Water Reserve Fund Revenue</b>			
149	Interest Income	\$1,265	\$800	\$800
150	Revenue from Federal & State Water System Grants	\$0	\$0	\$0
151	<b>Total Water Reserve Fund Revenue:</b>	<b>\$1,265</b>	<b>\$800</b>	<b>\$800</b>
153	<b>Transfers into Water Reserve Fund</b>			
154	<b>Trfr from Water Revenue Fund to Capital Reserves</b>	<b>\$78,275</b>	<b>\$60,000</b>	<b>\$70,000</b>
154a	Trfr from Water Bond Fund to Capital Reserves			
160	<b>Transfers out of Water Reserve Fund</b>			
161	<b>Transfer to Water Revenue Fund for Capital Improvements</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$90,000)</b>
162	<b>Total Net Water Reserve Fund Transfers:</b>	<b>\$78,275</b>	<b>\$60,000</b>	<b>(\$20,000)</b>
164	<b>Increase/Decrease in Water Reserve Fund Balance</b>	<b>\$79,540</b>	<b>\$60,800</b>	<b>(\$19,200)</b>
166	<b>Building Fund (checking)</b>			
168	<b>Building Fund Revenue</b>			
168a	Interest Income	\$182	\$150	\$150
169	Building Permit Application Fees	\$1,950	\$1,800	\$1,800
170	Water Connect Fees	\$5,616	\$700	\$700
171	Road Impact Fees	\$10,500	\$7,000	\$7,000
172	Damage Deposits - Refundable	\$19,472	\$8,000	\$8,000

Interlaken Town Budget  
Fiscal Year Ending 6/30/2025

Interlaken Town FY2025 Budget - Amended 11/06/24 Budget Hearing with Draft FY2026 Budget. Includes Water Rate Increase Starting 1/1/25. No FY2026 Wasatch County Tax Increase. Added line 51d for Public Works Manager.		FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
173	Completion Deposits - Refundable	\$8,000	\$8,000	\$8,000
173a	Plan Review & Inspections (Town Engineer)	\$20,904	\$19,000	\$19,000
173b	Variance Application Fees	\$0	\$240	\$240
174	<b>Total Building Fund Revenue:</b>	<b>\$66,624</b>	<b>\$44,890</b>	<b>\$44,890</b>
176	<b>Transfers into Building Fund</b>			
177	Transfer from General Fund - Special Engineering Projects	\$0	\$0	\$0
179	<b>Transfers out of Building Fund</b>			
180	Transfer to General Fund - Building Permit Application Fees	(\$2,463)	(\$1,800)	(\$1,800)
181	Transfer to Water Revenue Fund - Water Connect Fees	(\$5,917)	(\$700)	(\$700)
182	Transfer to Transportation Reserve Fund - Road Impact Fees	(\$42,753)	(\$7,000)	(\$7,000)
183	<b>Total Net Building Fund Transfers:</b>	<b>(\$51,133)</b>	<b>(\$9,500)</b>	<b>(\$9,500)</b>
185	<b>Building Fund Expenses</b>			
187	Refunds of Damage Deposits	(\$12,500)	(\$8,000)	(\$8,000)
188	Refunds of Completion Deposits	(\$9,404)	(\$4,000)	(\$4,000)
188a	Plan Review & Inspections (Town Engineer)	(\$11,599)	(\$10,000)	(\$10,000)
188b	Additional Contractual Services (Town Engineer)	\$0	\$0	\$0
188c	Plan Review by Planning Commission	\$0	\$0	\$0
189	<b>Total Building Fund Expenses:</b>	<b>(\$33,503)</b>	<b>(\$22,000)</b>	<b>(\$22,000)</b>
191	<b>Increase/Decrease in Building Fund Balance</b>	<b>(\$18,012)</b>	<b>\$13,390</b>	<b>\$13,390</b>

194

Fiscal Year Net Increase/Decrease for all Funds				
	Fund Name	FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
195				
197				
199	General Fund (checking)	\$34,614	(\$114,070)	(\$113,370)
200	Transportation Reserve Fund (savings)	\$73,968	(\$31,200)	(\$75,700)
201	Water Revenue Fund (checking)	(\$59,580)	(\$51,900)	(\$51,900)
202	Water Bond Sinking Fund (money market)	(\$82,517)	\$0	\$0
203	Water Reserve Fund (savings)	\$79,540	\$60,800	(\$19,200)



Interlaken Town Budget  
Fiscal Year Ending 6/30/2025

	Interlaken Town FY2025 Budget - Amended 11/06/24 Budget Hearing with Draft FY2026 Budget. Includes Water Rate Increase Starting 1/1/25. No FY2026 Wasatch County Tax Increase. Added line 51d for Public Works Manager.	FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
204	Building Fund (checking)	(\$18,012)	\$13,390	\$13,390
205	<b>Total Fiscal Year Increase/Decrease</b>	<b>\$28,014</b>	<b>(\$122,980)</b>	<b>(\$246,780)</b>
206				
207	<b>Fiscal Year Revenue, Transfers, Expenses, Net Increase/Decrease</b>			
209	<b>Budget Category</b>	FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
212	Revenues	\$513,551	\$492,870	\$578,570
213	Net Transfers between funds	\$0	\$0	\$0
214	Expenses	(\$485,536)	(\$615,850)	(\$825,350)
215	<b>Ending Increase/Decrease</b>	<b>\$28,014</b>	<b>(\$122,980)</b>	<b>(\$246,780)</b>
216				
217	<b>Account Year-End Balances</b>			
218	<b>Fund Name</b>	FY2024 Budget 7/1/23-6/30/24 Actual	FY2025 Budget 7/1/24-6/30/25 Adopted 5/29/24	FY2025 Budget 7/1/24-6/30/25 Amended 11/6/24
221	General Fund (checking) *2681	\$ 196,082	\$ 82,012	\$ 82,712
222	Transportation Reserve Fund (savings) *4574	\$ 307,245	\$ 276,045	\$ 231,545
223	Water Revenue Fund (checking) *1520	\$ 143,429	\$ 91,529	\$ 91,529
224	Water Bond Sinking Fund (money market) *1058	\$ -	\$ -	\$ -
225	Water Reserve Fund (savings) *1330	\$ 239,689	\$ 300,489	\$ 220,489
226	Building Fund (checking) *1678	\$ 96,978	\$ 110,368	\$ 110,368
227	<b>Total of Ending Balances</b>	<b>\$ 983,423</b>	<b>\$ 860,443</b>	<b>\$ 736,643</b>

FY2025 Interlaken Town Water Billing - Batch 01 Report

Lot #	Owner	Lot Type	Interlaken Address	Reference #	Date	Base Payment	Overage Payment	USPS Payment	Late Payment	New Owner Payment	Total Payment
001		Dwelling	312 Jungfrau Hill	SmartPay	02/13/25	\$ 1,176.00					\$ 1,176.00
011		Dwelling	272 Jungfrau Hill	SmartPay	02/17/25	\$ 1,176.00					\$ 1,176.00
023		Dwelling	295 Jungfrau Hill	8207	02/14/25	\$ 1,176.00					\$ 1,176.00
031		Dwelling	300 Interlaken Dr.	3271	02/13/25	\$ 1,176.00					\$ 1,176.00
044		Dwelling	265 St. Moritz	SmartPay	02/15/25	\$ 1,176.00					\$ 1,176.00
049		Dwelling	267 Interlaken Dr.	SmartPay	02/13/25	\$ 1,176.00					\$ 1,176.00
052		Dwelling	275 Interlaken Dr.	SmartPay	02/12/25	\$ 1,176.00	\$ 186.46				\$ 1,362.46
060		Dwelling	299 Interlaken Dr.	3300	02/12/25	\$ 1,176.00					\$ 1,176.00
064		Dwelling	316 Jungfrau Hill	SmartPay	02/13/25	\$ 1,176.00					\$ 1,176.00
066.2		Empty	318 Interlaken Dr.	SmartPay	02/21/25	\$ 984.00					\$ 984.00
101		Dwelling	320 Jungfrau Hill	SmartPay	02/19/25	\$ 1,176.00					\$ 1,176.00
114		Dwelling	328 Bern Way	SmartPay	02/19/25	\$ 1,176.00					\$ 1,176.00
122		Dwelling	320 Interlaken Dr.	SmartPay	02/21/25	\$ 1,176.00	\$ -	\$ -	\$ -		\$ 1,176.00
130		Dwelling	335 Interlaken Dr.	7961	02/17/25	\$ 1,176.00					\$ 1,176.00
133		Empty	481 Interlaken Dr.	SmartPay	02/21/25	\$ 948.00	\$ -	\$ -	\$ -		\$ 948.00
135		Empty	412 Luzern Rd.	SmartPay	02/17/25	\$ 984.00					\$ 984.00
139		Dwelling	370 Luzern Rd.	SmartPay	02/20/25	\$ 1,176.00					\$ 1,176.00
143		Dwelling	480 Interlaken Dr.	SmartPay	02/25/25	\$ 1,176.00	\$ 1,536.38	\$ -	\$ -		\$ 2,712.38
144		Empty	440 Interlaken Dr.	SmartPay	02/25/25	\$ 984.00	\$ -	\$ -	\$ -		\$ 984.00
149		Empty	390 Bern Way	381	02/13/25	\$ 984.00					\$ 984.00
153		Dwelling	338 Bern Way	3629	02/13/25	\$ 1,176.00					\$ 1,176.00
160		Dwelling	254 Interlaken Dr.	6728	02/12/25	\$ 1,176.00					\$ 1,176.00
168		Dwelling	253 St. Moritz	SmartPay	02/20/25	\$ 1,176.00					\$ 1,176.00
174		Empty	332 Jungfrau Hill	SmartPay	02/14/25	\$ 984.00					\$ 984.00
175		Dwelling	334 Jungfrau Hill	SmartPay	02/20/25	\$ 1,176.00					\$ 1,176.00
191		Dwelling	425 Jungfrau Hill	3659	02/15/25	\$ 1,176.00	\$ 1,908.53				\$ 3,084.53
200		Dwelling	247 Interlaken Dr.	SmartPay	02/20/25	\$ 1,176.00					\$ 1,176.00
203		Dwelling	234 Edelweiss Ln.	SmartPay	02/15/25	\$ 1,176.00					\$ 1,176.00
209		Permit	266 Big Matterhorn Circle	SmartPay	02/24/25	\$ 1,176.00	\$ -	\$ -	\$ -		\$ 1,176.00
216		Dwelling	250 Big Matterhorn Way	853	02/12/25	\$ 1,137.82					\$ 1,137.82
220		Dwelling	347 Luzern Rd.	SmartPay	02/07/25	\$ 10.00					\$ 10.00

						<b>SmartPay Online TOTALS</b>	\$ 23,710.00	\$ 1,722.84	\$ -	\$ -	\$ -	\$ 25,432.84
						<b>Check Payment TOTALS</b>	\$ 10,353.82	\$ 1,908.53	\$ -	\$ -	\$ -	\$ 12,262.35
<b>Batch:</b>	<b>01</b>	<b>Date:</b>				<b>TOTALS</b>	\$ 34,063.82	\$ 3,631.37	\$ -	\$ -	\$ -	\$ 37,695.19

<b>FY2025 Water Billing - Status 2/28/25</b>	
Total Invoiced Billing	\$235,185.35
Batch 00 Payments (pre-payments)	(\$4,007.18)
Batch 01 Payments	(\$37,695.19)
<b>Total Payments</b>	\$41,702.37
Accounts Receivable	\$193,482.98

**Interlaken Town Council Regular Meeting Minutes**  
**Tuesday, 05 December 2023, 6:35 PM – 7:22 PM**  
**Meeting Conducted Remotely with Zoom Video Conferencing Software**

Zoom Meeting ID: 516 337 9977

Password: 84049

Zoom Meeting Link

<https://us02web.zoom.us/j/5163379977?pwd=QJNT3loV3J4Nm83TFJOdGVsUE1ldz09>

**1. Call to Order** – Mayor Harrigan called the meeting to order at 6:35 pm.

**2. Roll Call**

Greg Harrigan, Mayor

Justin Hibbard, Council Member

Chuck O’Nan, Council Member

Sue O’Nan, Council Member

Erin Merryweather, Council Member candidate

**3. Presentations:** None

**4. Public Comment:**

Tasha Lingos – Tasha volunteered to help with dumpster oversight.

**5. Consent Agenda:** None

**6. Approval of Agenda or Changes**

**Motion:** Council Member Sue O’Nan moved to approve the proposed agenda.

**Second:** Council Member Chuck O’Nan seconded the motion.

**Discussion:** no discussion.

**Vote:** The motion was approved with the Council Members unanimously voting Aye.

**7. Approval of 11/06/2023 Council Regular Meeting Minutes**

**Motion:** Council Member Sue O’Nan moved to approve the 11/06/23 town council minutes as presented.

**Second:** Council Member Hibbard seconded the motion.

**Discussion:** no discussion.

**Vote:** The motion was approved with the Council Members unanimously voting Aye.

**8. Council Membership Vacancy Appointment – Motion to Approve**

The town satisfied the state requirement for public noticing and received one applicant for the town council seat vacated by Chuck Cullom. We feel very fortunate that Erin Merryweather has volunteered to fill this vacancy.

Motion to approve the appointment of Erin to the town council:

**Motion:** Council Member Hibbard moved to approve the appointment of Erin Merryweather to the vacated town council position, starting service immediately and through December 2025.

**Second:** Council Member Sue O’Nan seconded the motion.

**Discussion:** no discussion.

**Vote:** The motion was approved with the Council Members unanimously voting Aye

**9. Town Council 2024 Meeting Schedule – Motion to Approve**

Bart Smith proposed the following schedule for the 2024 town council meetings:

<b>Interlaken 2024 Town Council Meeting Schedule</b>		
Meeting Date	Day of Week	Meeting Time
9-Jan-24	Tue	6:30 PM
6-Feb-24	Tue	6:30 PM
5-Mar-24	Tue	6:30 PM
2-Apr-24	Tue	6:30 PM
7-May-24	Tue	6:30 PM
4-Jun-24	Tue	6:30 PM
2-Jul-24	Tue	6:30 PM
6-Aug-24	Tue	6:30 PM
3-Sep-24	Tue	6:30 PM
1-Oct-24	Tue	6:30 PM
5-Nov-24	Tue	6:30 PM
3-Dec-24	Tue	6:30 PM

**Motion:** Council Member Sue O’Nan moved to approve the 2024 town council meeting schedule as proposed.

**Second:** Council Member Merryweather seconded the motion.

**Discussion:** no discussion.

**Vote:** The motion was approved with the Council Members unanimously voting Aye.

**10. Financial Matters – Current Revenue & Expense Reporting, AUP Reporting**

Smith presented revenue and expense reports for the month of November 2023 and the fiscal year to date (July-November 2023). See the attached documents. Here are the main points of interest regarding these reports.

Note line 5 – Annual Wasatch County Tax Assessment revenue. To date the total revenue collected is \$957 compared to the budgeted amount of \$187,000. Smith pointed out that the vast majority of tax revenue collected by the county appears in our books in December of the fiscal year. For example, last fiscal year’s tax revenue collection schedule looked like this:

<b>Wasatch County Tax Revenue FY2023</b>		
Month	Year	Revenue
July	2022	\$321
August	2022	\$2,756
September	2022	\$813
October	2022	\$181
November	2022	\$414
December	2022	\$88,354
January	2023	\$19,247
February	2023	\$3,413
March	2023	\$2,317
April	2023	\$49
May	2023	\$2,578
June	2023	\$2,464
<b>TOTAL</b>		<b>\$122,907</b>



Considering this history, there is no concern about achieving the budgeted tax revenue for FY2024.

Note lines 169-173 - building permit revenue. Total revenue collected to date is very close to the fiscal year budgeted number - \$36,048 vs. \$37,560. This is indicative of the increase in permit activity reported this summer and fall. Most of this revenue is held as deposits against road damage and project completion.

Note line 58b – Brush Removal and Fire Mitigation expense. This year saw a large increase in the annual brush removal expense due to increased damage to trees in town from the large snowfalls last winter. The town also engaged Visentin Tree Service to remove overhanging tree limbs and brush in the town’s road right of way. This was a much-needed service and likely won’t be required again for a few years. The total spent to date was significantly over budget - \$26,200 spent vs. \$12,000 budgeted.

Here is a summary of how that money was spent:

<b>Line 58b: Brush Removal and Fire Mitigation Expenses 7/1/23-11/1/23</b>			
<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
7/19/23	Brother B.	\$ 6,800	Roadside brush clearing
10/23/23	Brother B.	\$ 7,400	Brush pickup from lots
10/31/23	Visentin Tree Service	\$ 12,000	Right of way tree and brush trimming
<b>TOTAL to date</b>		<b>\$ 26,200</b>	

Note line 123g – Pump Replacements, Telemetry System, Meter Upgrades expense. The bulk of this expense, \$38,964, was spent towards completion of the Sensus Analytics FlexNet upgrade to our water metering system. This project has been underway for over 6 years and is finally nearing completion, providing radio access to individual water meters for remote reads, leak detection and other system parameters.

Given the aforementioned numbers, the town appears to be on track for to meet the overall FY2024 budget. No immediate concerns appear at this time.

**11. Sensus Analytics - FlexNet Water System Update**

Smith was pleased to report progress on implementation of the Sensus FlexNet system for the town’s water system. The system provides access to individual meters for on-the-spot reads, leak detection and usage history. The system currently provides access to 122 of the 146 active meters. The remaining 24 meters will be upgraded and added to the system next spring and summer.

**12. Building Permit Update and Planning Commission Status**

There was no report available from the planning commission.

**13. Pumphouse Maintenance and Repair Discussion**

The water masters have reported decreased flow from pump #1 due to wear and tear of the pump and motor. The town has scheduled repairs for next spring. See the attached quote from Widdison (\$19,695). There should be no concerns regarding the FY2024 budget since completion of our final water bond payment in January reduces water system expenses by approximately \$78,000.

#### **14. Other Business**

Greg – has a meeting Thursday to meet with other mayors to elect someone to the boundary commission. They do annexations and other tasks related to municipal boundaries.

Smith purchased an inexpensive speed gun to track traffic speed in problem areas. Sue is ready to go with alerting folks of their speed.

#### **15. Council Comments**

Greg – bid thanks to Justin and Chuck. It's been great serving with you both.

**16. Adjournment** – Council member Hibbard moved to adjourn the meeting. Council member Chuck O'Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:22pm. The next regular town council meeting is scheduled for January 9th, 2024, at 6:30pm via Zoom.

<b>Name</b>	<b>Position</b>	<b>Term Ends</b>
Greg Harrigan	Mayor	12/31/25
Sue Onan	Treasurer	12/31/25
Erin Merryweather *	Councilmember	12/31/25
Jill Jacobson	Councilmember	12/31/27
Timm Dixon	Councilmember	12/31/27

\* appointed 12/5/23 to fill vacancy