

Interlaken Town Council Meeting 01 April 2020 – Meeting Materials

- 1. Call to Order** – No Materials
- 2. Roll Call** – No Materials
- 3. Presentations:** None Scheduled – No Materials
- 4. Public Comment:**
 - Beth Ann Schneider Email
 - Ed Little Email

Subject: teddy bears and dog poop

Date: Monday, March 30, 2020 at 7:12:25 PM Mountain Daylight Time

From: Beth Ann Schneider

To: Interlaken Clerk

CC: Greg Harrigan

Hi guys. We have been noticing lately quite a few FULL dog poop sacks left on the side of the road in Interlaken (and next to the porta pottie across from our house - go figure!) I would have hoped that they were left while walkers were walking and that they would be picked up after the walk --- NOT!!! This is a despicable habit by our Interlaken residents and visitors.

We were wondering if you would be willing to put out a message to our residents that full dog poop sacks left on the side of our roads IS AN UNACCEPTABLE PRACTICE IN INTERLAKEN.

On a brighter note we heard that Teddy Bears are being left all over the country for people to find and see as a symbol of hope for our situation. We put a Teddy Bear on our gate tonight hoping that Interlaken residents will pick up on this good will gesture.

Thanks for all you do.

Beth Ann and Paul

Subject: Road repair

Date: Tuesday, March 31, 2020 at 7:37:08 AM Mountain Daylight Time

From: BTinternet! Services © 2012

To: Bart Smith

Good morning Bart, hope you and Joe are safe and healthy. Lynn and I are doing fine so far. Sorry to bother you but the road below our driveway has a slight but definite warp that interferes with Superdave's plowing. We looked at it last fall when you were dealing with a neighbor's brush pile. Would it be possible to repair that spot when the roads are patched?. If not in the budget, I could help pay for it. Thanks, Ed Little

[Sent from Yahoo Mail for iPad](#)

Interlaken Town Council Meeting 01 April 2020 – Meeting Materials

- 5. Consent Agenda:** No Materials
- 6. Approval of Agenda or Changes:** No Materials
- 7. Approval of 03/02/2020 Council Regular Meeting Minutes**
 - 3/2/20 Council Meeting Minutes

Interlaken Town Council Regular Meeting Minutes
Monday, 02 March 2020, 6:09 PM – 7:40 PM
Town Pump House, 236 Luzern Rd., Midway, UT

1. Call to Order.

Mayor Greg Harrigan called the meeting to order at 6:09pm.

2. Roll Call – Members Present:

Greg Harrigan, Mayor
Marge Bowen, Council Member
Justin Hibbard, Council Member
Chuck O’Nan, Council Member
Sue O’Nan, Council Member

Susanna Littel, Planning Commission was present
Bart Smith, Town Clerk was present

3. Presentations: None.

4. Public Comment: None.

5. Consent Agenda: None.

6. Approval of Agenda or Changes

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

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

7. Approval of 01/13/2020 Council Regular Meeting Minutes

Motion: Council Member Bowen moved to approve the 1/13/20 Council Meeting minutes.

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

Discussion: no discussion

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

8. Approval of 02/03/2020 Council Regular Meeting Minutes

Motion: Council Member Chuck O’Nan moved to approve the 2/3/20 Council Meeting minutes.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

9. Council Meeting Schedule – May Budgeting

To address the schedules of council members, the April and May town council meetings have been rescheduled to – Wednesday, April 1st and Tuesday, May 19th. It was noted that the May meeting, in particular, is important as it includes an in-depth discussion of the FY2021 budget.

10. FY2020 Water Billing Status, Leak Forgiveness Proposal, On-Demand Meter Readings

Clerk Smith presented a report for the FY2020 water billing. In total, the town billed out \$185,574.01, including base water fees (\$173,736), overage fees (\$11,738.01), and new owner transfer fees (\$100). Note that one credit for \$1,099.05 in overage was applied to lot 203 because the overage usage was due to the previous owner. To date the town has received \$62,250.13 in total

revenue from 67 lots. Smith also presented a letter from lot owner David Schmutz (see attachments). The letter expressed a homeowner's concern for the limited once-a-year meter reading schedule. With only a single reading performed annually, a resident has a difficult time detecting leaks in their system. In Mr. Schmutz's case, the leak resulted in a huge water overage and an extremely large bill. The council discussed measures to address this issue. Harrigan suggested we look at our overage rates and discuss a possible reduction. It was also suggested that part-time residents, like Mr. Schmutz, be warned about potential leaks, and directed to turn off their water while gone. In Mr. Schmutz's case, the leak was due to a leaky toilet valve, which sounds relatively harmless, but over months can generate a huge overage and bill.

Clerk Smith presented a draft document for a "Water Forgiveness Program." Under this program, a lot owner could be "forgiven" all or a portion of their water overage bill, with the discretion of the council, if the excess usage is a result of an undetected leak in their culinary system. Note that this program would not apply to overages due to routine consumption or leaks in a non-culinary (e.g. irrigation) system. In order to qualify for the program, the lot owner must meet several criteria, including proof that the undetected leak has been repaired. See the attached Water Forgiveness Form for more details.

Clerk Smith also presented Resolution No. 2020-03-02B Establishing a Water Forgiveness Program for Interlaken Lot Owners with Excessive Water Consumption Overages Due to Breaks or Leaks in their Culinary Water System. The council discussed the resolution and agreed that it was a fair and much needed means to address undetected leaks and overages in the town water system, especially when considering the town currently takes only one meter reading a year. The resolution gives the council latitude to decide the appropriate forgiveness for a given situation. See the attached resolution.

Motion: Council Member Sue O'Nan moved to approve the proposed Resolution No. 2020-03-02B.

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

The council discussed the proposed Town Water Forgiveness Form drafted by Smith. This form lays out the criteria establishing the qualifications for the program and the application procedure. See the attached form.

Motion: Council Member Hibbard moved to approve the proposed "Interlaken Town Water Forgiveness Program Form."

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

Smith suggested the council look into upgrading our water system in order to enable remote digital readings. This would require upgrading the meters as well as purchasing additional equipment. Currently the town has 50 meters (iPerl brand) that have this ability. Smith will look into cost estimates for adding this capability to the water system.

Harrigan suggested we schedule a Midco tank cleaning this year and consider draining the tank. Smith will check with the water masters regarding this maintenance issue.

11. Eckles Billing for Wilcox Road Damage

Smith is in the process of finding out the amount billed for the Interlaken Drive repair due to damage caused across the Wilcox construction site. It appears that the town did not pay Eckles for this repair. Smith will track down this invoice and resolve payment issues. It is possible that MSD paid for the repair as part of the additional work performed on their behalf.

12. Bids for Guardrail Repair

Smith has had difficulty finding a contractor to repair the damaged guardrail on upper Bern Way. He will continue to look for a contractor with the help of TO Engineers. Jack Bauer researched the guardrail issue years ago for the town. The council will look to see if his report can be found.

13. Wi-Fi Service in Pump House - Discussion

The council agreed that the addition of wi-fi service to the pump house would be a useful aid in conducting council and planning commission meetings. It would give the council and PC the ability to provide remote access to meetings as well as add security measures and monitoring systems, like nest-lock. Smith will contact Utah Broadband to get an estimate.

14. Business Licenses Discussion

Smith noted that there is confusion about which authority issues business licenses for home businesses operating in Interlaken. He had a request from a resident and is finding out how to proceed. In the past Wasatch County has granted licenses, but they may no longer provide this service.

15. Decorative Arch at Entrance

A resident asked Clerk Smith about the whereabouts of the decorative arch that used to mark the entrance to Interlaken Estates, and requested the town install another feature like it for aesthetic purposes. It was located on lower Interlaken Drive years ago. The council reported that the arch was taken down and dismantled years ago. It sat on property outside the town limits. There is no plan to replace the arch.

16. Resolution to Amend the Lot Ownership Transfer Fee

Smith presented draft Resolution No. 2020-03-02A – “A Resolution Amending the Lot Ownership Transfer Fee Resolution and Replacing Resolution No. 2017-05-08A In Its Entirety” to the council. Smith noted that an increase from the current \$50 fee to \$150 was necessary to cover costs associated with taking an extra water meter reading and accounting upon the sale of a lot with a water connection. See the attached resolution.

Motion: Council Member Chuck O’Nan moved to approve the proposed Resolution No. 2020-03-02A.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

17. Signage Update

Chuck O’Nan and Justin Hibbard led a discussion about the proposal to add signs to the town. Under consideration are removeable signs to be installed on Interlaken Drive prohibiting hunting, fireworks, and open fires. Additional signage is proposed for upper Bern Way marking the dangerous curve and steep drop on top. Chuck needs to get the proper wording for these signs, as they may be built as custom signs locally. The dimensions were also discussed – it was decided that an 18” by 24” sign would be sufficient for “No Hunting.” The Bern Way warning signs should be 24” by 30” and the

signs prohibiting fireworks and open fires should be 30” by 36”. For comparison, our speed limit signs are 24” by 30”. We’re investigating an online source (roadtrafficsigns.com) and the local business Signarama.

18. State Reporting – AUP (Agreed Upon Procedures)

Smith expressed his frustration that no apparent progress has been made compiling this report. He has asked for updates from our accountants and received nothing back. The council suggested we look for another office to complete this report if no progress is made.

19. Guardrail Accident-Damage – Status Report

Geico insurance will be handling the claim from the town. Smith is still trying to get a bid for repair.

20. Water System Pump House Generator and Road Improvement Grants Status

The town has paid all fees to our grant writer – Vie Consultants, \$8000 total. The town is planning to recover this expense from the state. Marge Bowen contacted the state about reimbursement. It was noted that in November of this year, Wasatch County grants will become available.

21. Zenger-BHR Interlaken RMA Status

The current agreement has been approved by all parties, but not officially signed. We are waiting to see how Zenger’s development proceeds before completing the agreement.

22. Planning Commission – Report and Building Permit Status, Code Revisions, Felt Variance

The summary is presented below. For more details, view the attached Planning Commission report.

- Daines new construction – reached out to TO Engineers for a final inspection. Their exterior lighting is in violation of the town’s lighting ordinance and must be addressed. There is also concern about the height of the railing on the second-floor exterior deck.
- Wilcox new construction – there is no dumpster on site.
- McNaughton garage – there is an outstanding \$500 charge from Epic.
- Penman remodel – requesting their final inspection.
- Eckstrom excavation – making progress.
- Barton addition – negotiating inspection fees with TO Engineers.
- Parson new construction - waiting on a Geotech survey and details about the retaining wall.
- Felt variance request – requesting a 5 foot variance because of historical changes to their lot line. Harrigan suggested a lot line adjustment as an alternative.
- Code Revisions – PC has been understaffed, hoping to complete revisions next month.

23. Previous Action Items and Updates. No updates.

24. Other Business. None

25. Council Comments. None

26. Adjournment

Council Member Hibbard moved to adjourn the meeting. Council Member Sue O’Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:40 PM.

The next Town Council meeting will be held on Wednesday, April 1 at 6:00 pm, and will be held at the Town Pump House, 236 Luzern Rd.

Interlaken Town Council Meeting 01 April 2020 – Meeting Materials

8. Approval for Town Clerk Hourly Wage Increase

- Council Discussion and vote to approve – No Materials

9. Agreed Upon Procedures Report - State Requirements and Status

- AUP List of Required Materials

PBC List for AUP Engagements
June 30, 2019

1. Completed copy of Large Financial Survey for AUP year. (See other attachment, the instructions are in the file.)
2. Copies of your monthly or quarterly (budget and actual) financial reports (balance sheet and income statement) detailing receipts and disbursements, that were reviewed by your governing body
3. All December 2019 year end bank statements
4. All January 2020 bank statements
5. All September 2019 bank statements
6. All October 2019 bank statements
7. Copies of council/board meeting minutes and agendas from January 2019 through June 2019
8. **Certificates or proof of training/education for the governing body's annual training on the requirements of open and public meetings**
9. Certificate or proof of training/education for the designated records officer's completion of the annual online training course on the requirements of GRAMA (Government Records Access Management Act)
10. Annual budget-versus-actual income statements for all governmental-type funds, dated as of year-end
11. Copy of the policy defining how to respond to a GRAMA request
12. Treasurer's Bond Document/certificate for the AUP year (insurance)
13. Copy of the GRAMA requests uniform fee structure (If your government has adopted a uniform fee structure)

10. Open and Public Meetings Act Training

- OPMA Training – Online Slide Show Review, No Printed Materials

11. FY2019 Quarterly Financial Statements Review

Council will review the following documents and acknowledge they have been reviewed.

FY2019 Quarterly Revenue and Expense Reports

- Quarter 1 Revenue and Expenses
- Quarter 2 Revenue and Expenses
- Quarter 3 Revenue and Expenses
- Quarter 4 Revenue and Expenses

FY2019 Quarterly and Annual Balance Sheets

- Annual Balance Sheet
- Quarter 1 Balance Sheet
- Quarter 2 Balance Sheet
- Quarter 3 Balance Sheet
- Quarter 4 Balance Sheet

Interlaken Town
Statement of Revenue and Expense
July through September 2018

	<u>Jul - Sep 18</u>	<u>Jul - Sep 17</u>
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	1,571.50	1,974.00
Summer Water overage	1,231.86	0.00
Road and Transportation Reven...	690.35	1,159.34
1% Sales Tax Revenue	6,415.65	5,274.86
B&C Road Tax	5,875.26	6,518.67
Transfer Fees	50.00	100.00
Late Fees	64.58	91.66
Total General Fund Revenue	<u>15,899.20</u>	<u>15,118.53</u>
Building Fee		
Application Fee	350.00	0.00
Road Impact Fee	1,250.00	0.00
Total Building Fee	<u>1,600.00</u>	<u>0.00</u>
Total Income	<u>17,499.20</u>	<u>15,118.53</u>
Gross Profit	17,499.20	15,118.53

Interlaken Town
Statement of Revenue and Expense
 July through September 2018

	Jul - Sep 18	Jul - Sep 17
Expense		
Administrative Expenditures		
Animal Control	259.46	0.00
Town Council Equip & Supplies	19.12	0.00
Accounting & Bookkeeping Fees	1,022.00	1,250.00
Building Inspector	0.00	8,399.47
Insurance	0.00	3,935.08
Legal Fees	9,315.90	5,778.79
Meeting Advertising	78.60	473.56
Office Expense	0.00	1,172.70
Town Clerk	2,862.00	4,443.75
Total Administrative Expenditures	13,557.08	25,453.35
Road Maintenance Expenditures		
Other Contract Services	6,326.73	2,100.00
Annual Road Repair	10.71	59,026.63
Total Road Maintenance Expendit...	6,337.44	61,126.63
Water System Expenditures		
Chemicals & Monitoring	427.99	195.65
Meter Repair/Replacement	6,032.11	3,150.11
Payroll Expenses	4,489.18	2,562.74
Telemetry System	0.00	7,078.07
Utilities Gas & Electric	1,893.49	2,048.47
Water Share Fee & Education	305.00	375.00
Total Water System Expenditures	13,147.77	15,410.04
Total Expense	33,042.29	101,990.02
Net Ordinary Income	(15,543.09)	(86,871.49)
Other Income/Expense		
Other Income		
Interest Income	342.99	180.72
Total Other Income	342.99	180.72
Net Other Income	342.99	180.72
Net Income	(15,200.10)	(86,690.77)

Interlaken Town
Statement of Revenue and Expense
October through December 2018

	<u>Oct - Dec 18</u>	<u>Oct - Dec 17</u>
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	732.00	0.00
Road and Transportation Reven...	95,810.15	63,471.89
1% Sales Tax Revenue	5,994.31	5,386.71
B&C Road Tax	3,473.85	3,106.16
Transfer Fees	0.00	150.00
Late Fees	175.00	0.00
Total General Fund Revenue	<u>106,185.31</u>	<u>72,114.76</u>
Building Fee		
Application Fee	150.00	100.00
Water connection Fee	0.00	9,000.00
Road Impact Fee	150.00	1,250.00
Building Fee - Other	4,177.50	2,356.56
Total Building Fee	<u>4,477.50</u>	<u>12,706.56</u>
Total Income	<u>110,662.81</u>	<u>84,821.32</u>
Gross Profit	110,662.81	84,821.32

Interlaken Town
Statement of Revenue and Expense
October through December 2018

	Oct - Dec 18	Oct - Dec 17
Expense		
Administrative Expenditures		
Animal Control	502.61	0.00
Committee Council Mtg Expense	0.00	669.11
Town Council Equip & Supplies	18.68	84.67
Accounting & Bookkeeping Fees	1,396.00	1,325.00
Bank Fees	(98.31)	0.00
Building Inspector	0.00	6,388.00
Consulting Services	0.00	150.00
Insurance	0.00	546.00
Legal Fees	8,253.67	4,778.10
Meeting Advertising	23.12	3,061.64
Office Expense	251.62	82.60
Town Clerk	2,924.00	5,987.50
Total Administrative Expenditures	13,271.39	23,072.62
Road Maintenance Expenditures		
Other Contract Services	701.75	3,527.69
Annual Road Repair	0.00	31,409.50
Blue Stakes	46.43	56.73
Supplies (Salt, Sand, Etc)	850.00	850.00
Snow Removal	19,500.00	18,600.00
Total Road Maintenance Expendit...	21,098.18	54,443.92
Water System Expenditures		
Interest Expense	0.00	9,120.93
Chemicals & Monitoring	281.47	303.20
Meter Repair/Replacement	1,305.03	1,930.13
Payroll Expenses	4,538.10	0.00
Utilities Gas & Electric	1,692.55	1,937.74
Water Share Fee & Education	0.00	335.90
Total Water System Expenditures	7,817.15	13,627.90
Total Expense	42,186.72	91,144.44
Net Ordinary Income	68,476.09	(6,323.12)
Other Income/Expense		
Other Income		
Interest Income	364.53	134.76
Total Other Income	364.53	134.76
Net Other Income	364.53	134.76
Net Income	68,840.62	(6,188.36)

Interlaken Town
Statement of Revenue and Expense
January through March 2019

	Jan - Mar 19	Jan - Mar 18
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	158,863.28	132,437.14
Summer Water overage	670.36	6,483.25
Road and Transportation Reven...	14,934.61	13,694.64
1% Sales Tax Revenue	6,366.45	5,755.35
B&C Road Tax	6,111.37	5,454.77
Transfer Fees	150.00	200.00
Late Fees	25.00	17.41
Total General Fund Revenue	187,121.07	164,042.56
Building Fee		
Application Fee	50.00	0.00
Water connection Fee	0.00	797.64
Road Impact Fee	2.00	0.00
Building Fee - Other	1,900.00	0.00
Total Building Fee	1,952.00	797.64
Total Income	189,073.07	164,840.20
Gross Profit	189,073.07	164,840.20

Interlaken Town
Statement of Revenue and Expense
January through March 2019

	Jan - Mar 19	Jan - Mar 18
Expense		
Administrative Expenditures		
Accounting & Bookkeeping Fees	2,895.00	3,368.75
Bank Fees	140.31	0.00
Building Inspector	0.00	500.00
Insurance	814.00	0.00
Legal Fees	8,262.25	6,966.95
Meeting Advertising	41.62	87.88
Office Expense	198.29	90.27
Town Clerk	1,848.00	3,262.50
Total Administrative Expenditures	14,199.47	14,276.35
Road Maintenance Expenditures		
Blue Stakes	66.74	127.90
Supplies (Salt, Sand, Etc)	2,450.00	850.00
Snow Removal	13,000.00	12,400.00
Total Road Maintenance Expendit...	15,516.74	13,377.90
Water System Expenditures		
Interest Expense	8,889.08	0.00
Chemicals & Monitoring	90.00	100.00
Meter Repair/Replacement	0.00	2,514.49
Payroll Expenses	4,550.70	6,546.58
Utilities Gas & Electric	1,736.83	1,752.08
Total Water System Expenditures	15,266.61	10,913.15
Total Expense	44,982.82	38,567.40
Net Ordinary Income	144,090.25	126,272.80
Other Income/Expense		
Other Income		
Interest Income	391.35	124.98
Total Other Income	391.35	124.98
Net Other Income	391.35	124.98
Net Income	144,481.60	126,397.78

Interlaken Town
Statement of Revenue and Expense
April through June 2019

	Apr - Jun 19	Apr - Jun 18
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	8,993.83	22,513.38
Summer Water overage	0.00	39.02
Road and Transportation Reven...	607.32	880.12
1% Sales Tax Revenue	6,104.49	5,615.89
B&C Road Tax	3,144.96	3,328.36
Transfer Fees	150.00	100.00
Late Fees	415.17	514.66
Total General Fund Revenue	19,415.77	32,991.43
Building Fee		
Application Fee	1,450.00	350.00
Water connection Fee	400.00	200.00
Road Impact Fee	7,500.00	2,500.00
Building Fee - Other	5,437.62	7,450.83
Total Building Fee	14,787.62	10,500.83
Total Income	34,203.39	43,492.26
Gross Profit	34,203.39	43,492.26

Interlaken Town
Statement of Revenue and Expense
April through June 2019

	Apr - Jun 19	Apr - Jun 18
Expense		
Administrative Expenditures		
Animal Control	414.93	1,454.59
Committee Council Mtg Expense	0.00	558.26
Accounting & Bookkeeping Fees	1,540.00	1,225.00
Bank Fees	364.20	0.00
Building Inspector	10,365.74	0.00
Consulting Services	240.90	488.91
Insurance	3,188.15	3,352.79
Legal Fees	2,596.00	7,002.04
Meeting Advertising	80.93	0.00
Office Expense	324.88	1,046.02
Town Clerk	6,398.00	3,405.25
Administrative Expenditures - O...	50.00	0.00
Total Administrative Expenditures	25,563.73	18,532.86
Road Maintenance Expenditures		
Depr. Expense-Roads	8,252.00	8,252.00
Other Contract Services	613.31	0.00
Blue Stakes	5.58	0.00
Total Road Maintenance Expendit...	8,870.89	8,252.00
Water System Expenditures		
Depr. Expense- Water System	56,238.00	56,238.00
Chemicals & Monitoring	170.96	160.00
Meter Repair/Replacement	0.00	41.66
Payroll Expenses	4,550.70	4,608.02
Telemetry System	1,126.80	1,126.80
Utilities Gas & Electric	1,529.49	1,413.99
Water Share Fee & Education	40.00	0.00
Total Water System Expenditures	63,655.95	63,588.47
Total Expense	98,090.57	90,373.33
Net Ordinary Income	(63,887.18)	(46,881.07)
Other Income/Expense		
Other Income		
Interest Income	574.62	190.75
Total Other Income	574.62	190.75
Net Other Income	574.62	190.75
Net Income	(63,312.56)	(46,690.32)

Interlaken Town Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	85,296.94	50,636.98
Water Rev Fund Checking 1520	63,303.93	34,870.14
Building Fund 1678	39,481.87	26,574.06
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	165,581.55	104,828.23
Total Transportation Reserve F...	165,581.55	104,828.23
Water Reserve Funds		
Water Sys Cap Facilities 1330	188,204.46	179,791.37
Water Rev Bond Sinking Fund...	159,858.12	158,683.99
Total Water Reserve Funds	348,062.58	338,475.36
Total Reserve Funds	513,644.13	443,303.59
Total General Fund	701,726.87	555,384.77
Total Checking/Savings	701,726.87	555,384.77
Accounts Receivable		
Accounts Receivable	(1,623.00)	(1,275.94)
Total Accounts Receivable	(1,623.00)	(1,275.94)
Other Current Assets		
Undeposited Funds	214.50	918.00
Total Other Current Assets	214.50	918.00
Total Current Assets	700,318.37	555,026.83
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,299,342.00)	(1,234,852.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(9,375.00)	(6,250.00)
Total Amortizable Expenditures	15,625.00	18,750.00
Total Fixed Assets	1,080,789.00	1,148,404.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

1:09 PM
03/30/20
Cash Basis

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of June 30, 2019

	Jun 30, 19	Jun 30, 18
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,835,580.37</u></u>	<u><u>1,757,903.83</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	12,500.00	7,500.00
Completion Deposit (refundable)	11,500.00	4,500.00
Payroll Liabilities	96.89	229.91
Total Other Current Liabilities	24,096.89	12,229.91
Total Current Liabilities	24,096.89	12,229.91
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	369,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	372,000.00	441,000.00
Total Long Term Liabilities	372,000.00	441,000.00
Total Liabilities	396,096.89	453,229.91
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	134,809.56	(13,171.67)
Total Equity	1,439,483.48	1,304,673.92
TOTAL LIABILITIES & EQUITY	1,835,580.37	1,757,903.83

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of September 30, 2018

	Sep 30, 18	Sep 30, 17
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	43,103.51	112,327.31
Water Rev Fund Checking 1520	26,363.54	10,310.86
Building Fund 1678	27,834.45	11,606.79
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	104,875.80	27,624.72
Total Transportation Reserve F...	104,875.80	27,624.72
Water Reserve Funds		
Water Sys Cap Facilities 1330	179,925.89	171,814.09
Water Rev Bond Sinking Fund...	158,802.72	158,573.19
Total Water Reserve Funds	338,728.61	330,387.28
Total Reserve Funds	443,604.41	358,012.00
Total General Fund	540,905.91	492,256.96
Total Checking/Savings	540,905.91	492,256.96
Accounts Receivable		
Accounts Receivable	(1,251.00)	(1,200.00)
Total Accounts Receivable	(1,251.00)	(1,200.00)
Total Current Assets	539,654.91	491,056.96
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation		
Amortizable Expenditures	(1,234,852.00)	(1,170,362.00)
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(6,250.00)	(3,125.00)
Total Amortizable Expenditures	18,750.00	21,875.00
Total Fixed Assets	1,148,404.00	1,216,019.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00
Total Other Assets	54,473.00	54,473.00
TOTAL ASSETS	1,742,531.91	1,761,548.96

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of September 30, 2018

	Sep 30, 18	Sep 30, 17
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	5,000.00	11,500.00
Completion Deposit (refundable)	7,000.00	8,500.00
Payroll Liabilities	58.09	394.14
Total Other Current Liabilities	12,058.09	20,394.14
Total Current Liabilities	12,058.09	20,394.14
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	438,473.66	507,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	441,000.00	510,000.00
Total Long Term Liabilities	441,000.00	510,000.00
Total Liabilities	453,058.09	530,394.14
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	(15,200.10)	(86,690.77)
Total Equity	1,289,473.82	1,231,154.82
TOTAL LIABILITIES & EQUITY	1,742,531.91	1,761,548.96

Interlaken Town Statement of Assets, Liabilities, and Fund Balance

As of December 31, 2018

	Dec 31, 18	Dec 31, 17
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	80,526.04	101,421.13
Water Rev Fund Checking 1520	20,541.30	6,000.23
Building Fund 1678	31,777.88	25,266.60
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	137,923.50	27,624.72
Total Transportation Reserve F...	137,923.50	27,624.72
Water Reserve Funds		
Water Sys Cap Facilities 1330	180,064.95	171,878.36
Water Rev Bond Sinking Fund...	158,925.46	80,510.63
Total Water Reserve Funds	338,990.41	252,388.99
Total Reserve Funds	476,913.91	280,013.71
Total General Fund	609,759.13	412,701.67
Total Checking/Savings	609,759.13	412,701.67
Accounts Receivable		
Accounts Receivable	(4,323.98)	(1,200.00)
Total Accounts Receivable	(4,323.98)	(1,200.00)
Other Current Assets		
Undeposited Funds	3,072.98	0.00
Total Other Current Assets	3,072.98	0.00
Total Current Assets	608,508.13	411,501.67
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,234,852.00)	(1,170,362.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(6,250.00)	(3,125.00)
Total Amortizable Expenditures	18,750.00	21,875.00
Total Fixed Assets	1,148,404.00	1,216,019.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

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Cash Basis

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of December 31, 2018

	Dec 31, 18	Dec 31, 17
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,811,385.13</u></u>	<u><u>1,681,993.67</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of December 31, 2018

	Dec 31, 18	Dec 31, 17
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	5,000.00	10,000.00
Completion Deposit (refundable)	7,000.00	6,000.00
Payroll Liabilities	70.69	27.21
Total Other Current Liabilities	12,070.69	16,027.21
Total Current Liabilities	12,070.69	16,027.21
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	438,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	441,000.00	441,000.00
Total Long Term Liabilities	441,000.00	441,000.00
Total Liabilities	453,070.69	457,027.21
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	53,640.52	(92,879.13)
Total Equity	1,358,314.44	1,224,966.46
TOTAL LIABILITIES & EQUITY	1,811,385.13	1,681,993.67

Interlaken Town Statement of Assets, Liabilities, and Fund Balance

As of March 31, 2019

	Mar 31, 19	Mar 31, 18
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	80,279.47	67,681.59
Water Rev Fund Checking 1520	172,599.44	90,217.62
Building Fund 1678	33,746.51	15,118.79
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	137,988.44	63,526.67
Total Transportation Reserve F...	137,988.44	63,526.67
Water Reserve Funds		
Water Sys Cap Facilities 1330	180,231.28	161,940.71
Water Rev Bond Sinking Fund...	81,098.59	80,531.15
Total Water Reserve Funds	261,329.87	242,471.86
Total Reserve Funds	399,318.31	305,998.53
Total General Fund	685,943.73	479,016.53
Total Checking/Savings	685,943.73	479,016.53
Accounts Receivable		
Accounts Receivable	(1,623.00)	(8,250.00)
Total Accounts Receivable	(1,623.00)	(8,250.00)
Other Current Assets		
Undeposited Funds	2,731.00	62,242.60
Total Other Current Assets	2,731.00	62,242.60
Total Current Assets	687,051.73	533,009.13
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,234,852.00)	(1,170,362.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(9,375.00)	(6,250.00)
Total Amortizable Expenditures	15,625.00	18,750.00
Total Fixed Assets	1,145,279.00	1,212,894.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

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Cash Basis

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of March 31, 2019

	Mar 31, 19	Mar 31, 18
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,886,803.73</u></u>	<u><u>1,800,376.13</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of March 31, 2019

	Mar 31, 19	Mar 31, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	5,000.00	5,000.00
Completion Deposit (refundable)	7,000.00	3,000.00
Payroll Liabilities	7.69	11.89
Total Other Current Liabilities	12,007.69	8,011.89
Total Current Liabilities	12,007.69	8,011.89
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	369,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	372,000.00	441,000.00
Total Long Term Liabilities	372,000.00	441,000.00
Total Liabilities	384,007.69	449,011.89
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	198,122.12	33,518.65
Total Equity	1,502,796.04	1,351,364.24
TOTAL LIABILITIES & EQUITY	1,886,803.73	1,800,376.13

Interlaken Town Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	85,296.94	50,636.98
Water Rev Fund Checking 1520	63,303.93	34,870.14
Building Fund 1678	39,481.87	26,574.06
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	165,581.55	104,828.23
Total Transportation Reserve F...	165,581.55	104,828.23
Water Reserve Funds		
Water Sys Cap Facilities 1330	188,204.46	179,791.37
Water Rev Bond Sinking Fund...	159,858.12	158,683.99
Total Water Reserve Funds	348,062.58	338,475.36
Total Reserve Funds	513,644.13	443,303.59
Total General Fund	701,726.87	555,384.77
Total Checking/Savings	701,726.87	555,384.77
Accounts Receivable		
Accounts Receivable	(1,623.00)	(1,275.94)
Total Accounts Receivable	(1,623.00)	(1,275.94)
Other Current Assets		
Undeposited Funds	214.50	918.00
Total Other Current Assets	214.50	918.00
Total Current Assets	700,318.37	555,026.83
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,299,342.00)	(1,234,852.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(9,375.00)	(6,250.00)
Total Amortizable Expenditures	15,625.00	18,750.00
Total Fixed Assets	1,080,789.00	1,148,404.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

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Cash Basis

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of June 30, 2019

	Jun 30, 19	Jun 30, 18
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,835,580.37</u></u>	<u><u>1,757,903.83</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	12,500.00	7,500.00
Completion Deposit (refundable)	11,500.00	4,500.00
Payroll Liabilities	96.89	229.91
Total Other Current Liabilities	24,096.89	12,229.91
Total Current Liabilities	24,096.89	12,229.91
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	369,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	372,000.00	441,000.00
Total Long Term Liabilities	372,000.00	441,000.00
Total Liabilities	396,096.89	453,229.91
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	134,809.56	(13,171.67)
Total Equity	1,439,483.48	1,304,673.92
TOTAL LIABILITIES & EQUITY	1,835,580.37	1,757,903.83

Interlaken Town
Statement of Revenue and Expense
July through September 2018

	<u>Jul - Sep 18</u>	<u>Jul - Sep 17</u>
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	1,571.50	1,974.00
Summer Water overage	1,231.86	0.00
Road and Transportation Reven...	690.35	1,159.34
1% Sales Tax Revenue	6,415.65	5,274.86
B&C Road Tax	5,875.26	6,518.67
Transfer Fees	50.00	100.00
Late Fees	64.58	91.66
Total General Fund Revenue	<u>15,899.20</u>	<u>15,118.53</u>
Building Fee		
Application Fee	350.00	0.00
Road Impact Fee	1,250.00	0.00
Total Building Fee	<u>1,600.00</u>	<u>0.00</u>
Total Income	<u>17,499.20</u>	<u>15,118.53</u>
Gross Profit	17,499.20	15,118.53

Interlaken Town
Statement of Revenue and Expense
 July through September 2018

	Jul - Sep 18	Jul - Sep 17
Expense		
Administrative Expenditures		
Animal Control	259.46	0.00
Town Council Equip & Supplies	19.12	0.00
Accounting & Bookkeeping Fees	1,022.00	1,250.00
Building Inspector	0.00	8,399.47
Insurance	0.00	3,935.08
Legal Fees	9,315.90	5,778.79
Meeting Advertising	78.60	473.56
Office Expense	0.00	1,172.70
Town Clerk	2,862.00	4,443.75
Total Administrative Expenditures	13,557.08	25,453.35
Road Maintenance Expenditures		
Other Contract Services	6,326.73	2,100.00
Annual Road Repair	10.71	59,026.63
Total Road Maintenance Expendit...	6,337.44	61,126.63
Water System Expenditures		
Chemicals & Monitoring	427.99	195.65
Meter Repair/Replacement	6,032.11	3,150.11
Payroll Expenses	4,489.18	2,562.74
Telemetry System	0.00	7,078.07
Utilities Gas & Electric	1,893.49	2,048.47
Water Share Fee & Education	305.00	375.00
Total Water System Expenditures	13,147.77	15,410.04
Total Expense	33,042.29	101,990.02
Net Ordinary Income	(15,543.09)	(86,871.49)
Other Income/Expense		
Other Income		
Interest Income	342.99	180.72
Total Other Income	342.99	180.72
Net Other Income	342.99	180.72
Net Income	(15,200.10)	(86,690.77)

Interlaken Town
Statement of Revenue and Expense
October through December 2018

	<u>Oct - Dec 18</u>	<u>Oct - Dec 17</u>
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	732.00	0.00
Road and Transportation Reven...	95,810.15	63,471.89
1% Sales Tax Revenue	5,994.31	5,386.71
B&C Road Tax	3,473.85	3,106.16
Transfer Fees	0.00	150.00
Late Fees	175.00	0.00
Total General Fund Revenue	<u>106,185.31</u>	<u>72,114.76</u>
Building Fee		
Application Fee	150.00	100.00
Water connection Fee	0.00	9,000.00
Road Impact Fee	150.00	1,250.00
Building Fee - Other	4,177.50	2,356.56
Total Building Fee	<u>4,477.50</u>	<u>12,706.56</u>
Total Income	<u>110,662.81</u>	<u>84,821.32</u>
Gross Profit	110,662.81	84,821.32

Interlaken Town
Statement of Revenue and Expense
October through December 2018

	Oct - Dec 18	Oct - Dec 17
Expense		
Administrative Expenditures		
Animal Control	502.61	0.00
Committee Council Mtg Expense	0.00	669.11
Town Council Equip & Supplies	18.68	84.67
Accounting & Bookkeeping Fees	1,396.00	1,325.00
Bank Fees	(98.31)	0.00
Building Inspector	0.00	6,388.00
Consulting Services	0.00	150.00
Insurance	0.00	546.00
Legal Fees	8,253.67	4,778.10
Meeting Advertising	23.12	3,061.64
Office Expense	251.62	82.60
Town Clerk	2,924.00	5,987.50
Total Administrative Expenditures	13,271.39	23,072.62
Road Maintenance Expenditures		
Other Contract Services	701.75	3,527.69
Annual Road Repair	0.00	31,409.50
Blue Stakes	46.43	56.73
Supplies (Salt, Sand, Etc)	850.00	850.00
Snow Removal	19,500.00	18,600.00
Total Road Maintenance Expendit...	21,098.18	54,443.92
Water System Expenditures		
Interest Expense	0.00	9,120.93
Chemicals & Monitoring	281.47	303.20
Meter Repair/Replacement	1,305.03	1,930.13
Payroll Expenses	4,538.10	0.00
Utilities Gas & Electric	1,692.55	1,937.74
Water Share Fee & Education	0.00	335.90
Total Water System Expenditures	7,817.15	13,627.90
Total Expense	42,186.72	91,144.44
Net Ordinary Income	68,476.09	(6,323.12)
Other Income/Expense		
Other Income		
Interest Income	364.53	134.76
Total Other Income	364.53	134.76
Net Other Income	364.53	134.76
Net Income	68,840.62	(6,188.36)

Interlaken Town
Statement of Revenue and Expense
January through March 2019

	Jan - Mar 19	Jan - Mar 18
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	158,863.28	132,437.14
Summer Water overage	670.36	6,483.25
Road and Transportation Reven...	14,934.61	13,694.64
1% Sales Tax Revenue	6,366.45	5,755.35
B&C Road Tax	6,111.37	5,454.77
Transfer Fees	150.00	200.00
Late Fees	25.00	17.41
Total General Fund Revenue	187,121.07	164,042.56
Building Fee		
Application Fee	50.00	0.00
Water connection Fee	0.00	797.64
Road Impact Fee	2.00	0.00
Building Fee - Other	1,900.00	0.00
Total Building Fee	1,952.00	797.64
Total Income	189,073.07	164,840.20
Gross Profit	189,073.07	164,840.20

Interlaken Town
Statement of Revenue and Expense
 January through March 2019

	Jan - Mar 19	Jan - Mar 18
Expense		
Administrative Expenditures		
Accounting & Bookkeeping Fees	2,895.00	3,368.75
Bank Fees	140.31	0.00
Building Inspector	0.00	500.00
Insurance	814.00	0.00
Legal Fees	8,262.25	6,966.95
Meeting Advertising	41.62	87.88
Office Expense	198.29	90.27
Town Clerk	1,848.00	3,262.50
Total Administrative Expenditures	14,199.47	14,276.35
Road Maintenance Expenditures		
Blue Stakes	66.74	127.90
Supplies (Salt, Sand, Etc)	2,450.00	850.00
Snow Removal	13,000.00	12,400.00
Total Road Maintenance Expendit...	15,516.74	13,377.90
Water System Expenditures		
Interest Expense	8,889.08	0.00
Chemicals & Monitoring	90.00	100.00
Meter Repair/Replacement	0.00	2,514.49
Payroll Expenses	4,550.70	6,546.58
Utilities Gas & Electric	1,736.83	1,752.08
Total Water System Expenditures	15,266.61	10,913.15
Total Expense	44,982.82	38,567.40
Net Ordinary Income	144,090.25	126,272.80
Other Income/Expense		
Other Income		
Interest Income	391.35	124.98
Total Other Income	391.35	124.98
Net Other Income	391.35	124.98
Net Income	144,481.60	126,397.78

Interlaken Town
Statement of Revenue and Expense
April through June 2019

	Apr - Jun 19	Apr - Jun 18
Ordinary Income/Expense		
Income		
General Fund Revenue		
Water Revenue	8,993.83	22,513.38
Summer Water overage	0.00	39.02
Road and Transportation Reven...	607.32	880.12
1% Sales Tax Revenue	6,104.49	5,615.89
B&C Road Tax	3,144.96	3,328.36
Transfer Fees	150.00	100.00
Late Fees	415.17	514.66
Total General Fund Revenue	19,415.77	32,991.43
Building Fee		
Application Fee	1,450.00	350.00
Water connection Fee	400.00	200.00
Road Impact Fee	7,500.00	2,500.00
Building Fee - Other	5,437.62	7,450.83
Total Building Fee	14,787.62	10,500.83
Total Income	34,203.39	43,492.26
Gross Profit	34,203.39	43,492.26

Interlaken Town
Statement of Revenue and Expense
April through June 2019

	Apr - Jun 19	Apr - Jun 18
Expense		
Administrative Expenditures		
Animal Control	414.93	1,454.59
Committee Council Mtg Expense	0.00	558.26
Accounting & Bookkeeping Fees	1,540.00	1,225.00
Bank Fees	364.20	0.00
Building Inspector	10,365.74	0.00
Consulting Services	240.90	488.91
Insurance	3,188.15	3,352.79
Legal Fees	2,596.00	7,002.04
Meeting Advertising	80.93	0.00
Office Expense	324.88	1,046.02
Town Clerk	6,398.00	3,405.25
Administrative Expenditures - O...	50.00	0.00
Total Administrative Expenditures	25,563.73	18,532.86
Road Maintenance Expenditures		
Depr. Expense-Roads	8,252.00	8,252.00
Other Contract Services	613.31	0.00
Blue Stakes	5.58	0.00
Total Road Maintenance Expendit...	8,870.89	8,252.00
Water System Expenditures		
Depr. Expense- Water System	56,238.00	56,238.00
Chemicals & Monitoring	170.96	160.00
Meter Repair/Replacement	0.00	41.66
Payroll Expenses	4,550.70	4,608.02
Telemetry System	1,126.80	1,126.80
Utilities Gas & Electric	1,529.49	1,413.99
Water Share Fee & Education	40.00	0.00
Total Water System Expenditures	63,655.95	63,588.47
Total Expense	98,090.57	90,373.33
Net Ordinary Income	(63,887.18)	(46,881.07)
Other Income/Expense		
Other Income		
Interest Income	574.62	190.75
Total Other Income	574.62	190.75
Net Other Income	574.62	190.75
Net Income	(63,312.56)	(46,690.32)

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of June 30, 2019

	Jun 30, 19	Jun 30, 18
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	85,296.94	50,636.98
Water Rev Fund Checking 1520	63,303.93	34,870.14
Building Fund 1678	39,481.87	26,574.06
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	165,581.55	104,828.23
Total Transportation Reserve F...	165,581.55	104,828.23
Water Reserve Funds		
Water Sys Cap Facilities 1330	188,204.46	179,791.37
Water Rev Bond Sinking Fund...	159,858.12	158,683.99
Total Water Reserve Funds	348,062.58	338,475.36
Total Reserve Funds	513,644.13	443,303.59
Total General Fund	701,726.87	555,384.77
Total Checking/Savings	701,726.87	555,384.77
Accounts Receivable		
Accounts Receivable	(1,623.00)	(1,275.94)
Total Accounts Receivable	(1,623.00)	(1,275.94)
Other Current Assets		
Undeposited Funds	214.50	918.00
Total Other Current Assets	214.50	918.00
Total Current Assets	700,318.37	555,026.83
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,299,342.00)	(1,234,852.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(9,375.00)	(6,250.00)
Total Amortizable Expenditures	15,625.00	18,750.00
Total Fixed Assets	1,080,789.00	1,148,404.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

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Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of June 30, 2019

	Jun 30, 19	Jun 30, 18
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,835,580.37</u></u>	<u><u>1,757,903.83</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	12,500.00	7,500.00
Completion Deposit (refundable)	11,500.00	4,500.00
Payroll Liabilities	96.89	229.91
Total Other Current Liabilities	24,096.89	12,229.91
Total Current Liabilities	24,096.89	12,229.91
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	369,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	372,000.00	441,000.00
Total Long Term Liabilities	372,000.00	441,000.00
Total Liabilities	396,096.89	453,229.91
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	134,809.56	(13,171.67)
Total Equity	1,439,483.48	1,304,673.92
TOTAL LIABILITIES & EQUITY	1,835,580.37	1,757,903.83

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of September 30, 2018

	Sep 30, 18	Sep 30, 17
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	43,103.51	112,327.31
Water Rev Fund Checking 1520	26,363.54	10,310.86
Building Fund 1678	27,834.45	11,606.79
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	104,875.80	27,624.72
Total Transportation Reserve F...	104,875.80	27,624.72
Water Reserve Funds		
Water Sys Cap Facilities 1330	179,925.89	171,814.09
Water Rev Bond Sinking Fund...	158,802.72	158,573.19
Total Water Reserve Funds	338,728.61	330,387.28
Total Reserve Funds	443,604.41	358,012.00
Total General Fund	540,905.91	492,256.96
Total Checking/Savings	540,905.91	492,256.96
Accounts Receivable		
Accounts Receivable	(1,251.00)	(1,200.00)
Total Accounts Receivable	(1,251.00)	(1,200.00)
Total Current Assets	539,654.91	491,056.96
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation		
Amortizable Expenditures	(1,234,852.00)	(1,170,362.00)
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(6,250.00)	(3,125.00)
Total Amortizable Expenditures	18,750.00	21,875.00
Total Fixed Assets	1,148,404.00	1,216,019.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00
Total Other Assets	54,473.00	54,473.00
TOTAL ASSETS	1,742,531.91	1,761,548.96

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of September 30, 2018

	Sep 30, 18	Sep 30, 17
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	5,000.00	11,500.00
Completion Deposit (refundable)	7,000.00	8,500.00
Payroll Liabilities	58.09	394.14
Total Other Current Liabilities	12,058.09	20,394.14
Total Current Liabilities	12,058.09	20,394.14
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	438,473.66	507,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	441,000.00	510,000.00
Total Long Term Liabilities	441,000.00	510,000.00
Total Liabilities	453,058.09	530,394.14
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	(15,200.10)	(86,690.77)
Total Equity	1,289,473.82	1,231,154.82
TOTAL LIABILITIES & EQUITY	1,742,531.91	1,761,548.96

Interlaken Town Statement of Assets, Liabilities, and Fund Balance

As of December 31, 2018

	Dec 31, 18	Dec 31, 17
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	80,526.04	101,421.13
Water Rev Fund Checking 1520	20,541.30	6,000.23
Building Fund 1678	31,777.88	25,266.60
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	137,923.50	27,624.72
Total Transportation Reserve F...	137,923.50	27,624.72
Water Reserve Funds		
Water Sys Cap Facilities 1330	180,064.95	171,878.36
Water Rev Bond Sinking Fund...	158,925.46	80,510.63
Total Water Reserve Funds	338,990.41	252,388.99
Total Reserve Funds	476,913.91	280,013.71
Total General Fund	609,759.13	412,701.67
Total Checking/Savings	609,759.13	412,701.67
Accounts Receivable		
Accounts Receivable	(4,323.98)	(1,200.00)
Total Accounts Receivable	(4,323.98)	(1,200.00)
Other Current Assets		
Undeposited Funds	3,072.98	0.00
Total Other Current Assets	3,072.98	0.00
Total Current Assets	608,508.13	411,501.67
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,234,852.00)	(1,170,362.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(6,250.00)	(3,125.00)
Total Amortizable Expenditures	18,750.00	21,875.00
Total Fixed Assets	1,148,404.00	1,216,019.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

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Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of December 31, 2018

	<u>Dec 31, 18</u>	<u>Dec 31, 17</u>
Total Other Assets	54,473.00	54,473.00
TOTAL ASSETS	<u>1,811,385.13</u>	<u>1,681,993.67</u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of December 31, 2018

	Dec 31, 18	Dec 31, 17
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	5,000.00	10,000.00
Completion Deposit (refundable)	7,000.00	6,000.00
Payroll Liabilities	70.69	27.21
Total Other Current Liabilities	12,070.69	16,027.21
Total Current Liabilities	12,070.69	16,027.21
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	438,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	441,000.00	441,000.00
Total Long Term Liabilities	441,000.00	441,000.00
Total Liabilities	453,070.69	457,027.21
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	53,640.52	(92,879.13)
Total Equity	1,358,314.44	1,224,966.46
TOTAL LIABILITIES & EQUITY	1,811,385.13	1,681,993.67

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of March 31, 2019

	Mar 31, 19	Mar 31, 18
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	80,279.47	67,681.59
Water Rev Fund Checking 1520	172,599.44	90,217.62
Building Fund 1678	33,746.51	15,118.79
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	137,988.44	63,526.67
Total Transportation Reserve F...	137,988.44	63,526.67
Water Reserve Funds		
Water Sys Cap Facilities 1330	180,231.28	161,940.71
Water Rev Bond Sinking Fund...	81,098.59	80,531.15
Total Water Reserve Funds	261,329.87	242,471.86
Total Reserve Funds	399,318.31	305,998.53
Total General Fund	685,943.73	479,016.53
Total Checking/Savings	685,943.73	479,016.53
Accounts Receivable		
Accounts Receivable	(1,623.00)	(8,250.00)
Total Accounts Receivable	(1,623.00)	(8,250.00)
Other Current Assets		
Undeposited Funds	2,731.00	62,242.60
Total Other Current Assets	2,731.00	62,242.60
Total Current Assets	687,051.73	533,009.13
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation		
Amortizable Expenditures	(1,234,852.00)	(1,170,362.00)
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(9,375.00)	(6,250.00)
Total Amortizable Expenditures	15,625.00	18,750.00
Total Fixed Assets	1,145,279.00	1,212,894.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

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Cash Basis

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of March 31, 2019

	Mar 31, 19	Mar 31, 18
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,886,803.73</u></u>	<u><u>1,800,376.13</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of March 31, 2019

	Mar 31, 19	Mar 31, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	5,000.00	5,000.00
Completion Deposit (refundable)	7,000.00	3,000.00
Payroll Liabilities	7.69	11.89
Total Other Current Liabilities	12,007.69	8,011.89
Total Current Liabilities	12,007.69	8,011.89
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	369,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	372,000.00	441,000.00
Total Long Term Liabilities	372,000.00	441,000.00
Total Liabilities	384,007.69	449,011.89
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	198,122.12	33,518.65
Total Equity	1,502,796.04	1,351,364.24
TOTAL LIABILITIES & EQUITY	1,886,803.73	1,800,376.13

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
ASSETS		
Current Assets		
Checking/Savings		
General Fund		
General Fund Checking 2681	85,296.94	50,636.98
Water Rev Fund Checking 1520	63,303.93	34,870.14
Building Fund 1678	39,481.87	26,574.06
Reserve Funds		
Transportation Reserve Fund		
Transp Cap Facilities Res 4574	165,581.55	104,828.23
Total Transportation Reserve F...	165,581.55	104,828.23
Water Reserve Funds		
Water Sys Cap Facilities 1330	188,204.46	179,791.37
Water Rev Bond Sinking Fund...	159,858.12	158,683.99
Total Water Reserve Funds	348,062.58	338,475.36
Total Reserve Funds	513,644.13	443,303.59
Total General Fund	701,726.87	555,384.77
Total Checking/Savings	701,726.87	555,384.77
Accounts Receivable		
Accounts Receivable	(1,623.00)	(1,275.94)
Total Accounts Receivable	(1,623.00)	(1,275.94)
Other Current Assets		
Undeposited Funds	214.50	918.00
Total Other Current Assets	214.50	918.00
Total Current Assets	700,318.37	555,026.83
Fixed Assets		
Depreciable Assets		
Property, Plant and Equipment		
Garbage Site	4,628.00	4,628.00
Equipment	2,866.00	2,866.00
Roads	700,867.00	700,867.00
Water System	1,656,145.00	1,656,145.00
Total Property, Plant and Equipment	2,364,506.00	2,364,506.00
Total Depreciable Assets	2,364,506.00	2,364,506.00
Accumulated Depreciation	(1,299,342.00)	(1,234,852.00)
Amortizable Expenditures		
Bond Fees	25,000.00	25,000.00
Accumulated Amortization	(9,375.00)	(6,250.00)
Total Amortizable Expenditures	15,625.00	18,750.00
Total Fixed Assets	1,080,789.00	1,148,404.00
Other Assets		
Land	16,965.00	16,965.00
Water Rights	37,508.00	37,508.00

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance
As of June 30, 2019

	Jun 30, 19	Jun 30, 18
Total Other Assets	<u>54,473.00</u>	<u>54,473.00</u>
TOTAL ASSETS	<u><u>1,835,580.37</u></u>	<u><u>1,757,903.83</u></u>

Interlaken Town
Statement of Assets, Liabilities, and Fund Balance

As of June 30, 2019

	Jun 30, 19	Jun 30, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Road Damage Deposit	12,500.00	7,500.00
Completion Deposit (refundable)	11,500.00	4,500.00
Payroll Liabilities	96.89	229.91
Total Other Current Liabilities	24,096.89	12,229.91
Total Current Liabilities	24,096.89	12,229.91
Long Term Liabilities		
Division of Finance		
Note Payable UT Div. of Finance	369,473.66	438,473.66
Undisbursed Principal	2,526.34	2,526.34
Total Division of Finance	372,000.00	441,000.00
Total Long Term Liabilities	372,000.00	441,000.00
Total Liabilities	396,096.89	453,229.91
Equity		
Fund Balance	1,304,673.92	1,317,845.59
Net Income	134,809.56	(13,171.67)
Total Equity	1,439,483.48	1,304,673.92
TOTAL LIABILITIES & EQUITY	1,835,580.37	1,757,903.83

Interlaken Town Council Meeting 01 April 2020 – Meeting Materials

12. Resolution No. 2020-04-01 Establishing GRAMA Procedures and Fees

Review, Discuss, and Vote to approve the GRAMA

- Resolution No. 2020-04-01A GRAMA Procedures and Fees

INTERLAKEN TOWN, UTAH
GRAMA PROCEDURES AND FEES
April 1, 2020

RESOLUTION NO. 2020-04-01A

A RESOLUTION ESTABLISHING GOVERNMENT RECORD ACCESS AND
MANAGEMENT ACT (GRAMA) PROCEDURES AND FEES AND REPLACING
RESOLUTION NO. 2018-10-01A IN ITS ENTIRETY

WHEREAS, Interlaken Town intends to comply with U.C.A. 63G-2-101 et seq., the Interlaken Town Council wishes to establish procedures not addressed in U.C.A. 63G-2-101 et seq. as regarding GRAMA requests; and

WHEREAS, Interlaken Town is burdened by administrative costs associated with fulfilling Government Access and Management Act (GRAMA) requests; and

WHEREAS, Interlaken Town is within its rights to adopt procedures and charge a fee for such purposes;

NOW, THEREFORE, it is hereby RESOLVED, that the Town Council of Interlaken, Utah, resolves to adopt the following procedures and fees relating to GRAMA requests:

- 1) All GRAMA requests will be received by the Town Clerk/Recorder.
- (2) The date of receipt will be considered the day that the request is received in hard copy by hand delivery or certified/registered mail. Day 1 of the 10-day response time required by statute will be considered to be the day following receipt. A request by email or fax will not be considered adequate.
- (3) A UTAH GOVERNMENT RECORDS REQUEST FORM will be used whenever possible.
- (4) The Recorder will fulfill requests in a timely manner, but the Recorder may require more than the 10 days allowed for response by statute depending upon the office schedule. Limited staffing may cause delays in response time and should be considered under extraordinary circumstances.
- (5) The Recorder will fulfill all requests for documents or records free of charge if the response is less than 10 pages or requires up to 15 minutes to process.
- (6) Requests requiring more than 15 minutes of labor will be billed at \$25.00 per hour for labor, and requests that result in more than 10 pages of documents will be billed at .25 per page (two sided documents will be .50 per page). If fees to be billed are estimated to exceed \$50.00, the Recorder will inform the requester of the estimated charges and require payment before actually beginning the work involved in fulfilling the request. If the requester decides to continue with the request, the 10 day response period will begin once the funds have been received.
- (7) As Interlaken Town has no public offices, the Recorder will facilitate inspections of documents by appointment and determine the location of the inspection based on availability and convenience to all parties.

(8) Copies retrieved from Utah State Archives or other storage facility. In addition to the copy fee, the requester must pay actual cost for staff time and mileage (computed using the current official federal standard mileage rate).

(9) Compiling Documents in a form other than that normally maintained by the Town, pursuant to U.C.A. 63G-2-203 (2008). In the event the Town compiles a record in a form other than that normally maintained by the Town, the actual costs under this section may include the following:

- (a) (i) the cost of staff time for compiling, formatting, manipulating, packaging, summarizing, or tailoring the record either into an organization or media to meet the person's request;
 - (ii) the cost of staff time for search, retrieval, and other direct administrative costs for complying with a request; and
 - (iii) in the case of fees for a record that is the result of computer output other than word processing, the actual incremental cost of providing the electronic services and products together with a reasonable portion of the costs associated with formatting or interfacing the information for particular users, and the administrative costs as set forth in Subsections (i) and (ii).
- (b) An hourly charge under this section may not exceed the salary of the lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request.
- (b) Notwithstanding Subsections (a) and (b), no charge may be made for the first quarter hour of staff time.

Fee Waiver for Public Benefit. The Town may fulfill a record request without charge if it determines that: releasing the record primarily benefits the public rather than a person; the individual requesting the record is the subject of the record, or an individual specified in U.C.A. Subsection 63G-2-202(1) or (2); or the requester's legal rights are directly implicated by the information in the record, and the requester is impecunious.

APPROVED AND ADOPTED this 1st day of April, 2020.

TOWN OF INTERLAKEN

Mayor: Gregory Harrigan

(Seal)

ATTEST:

Town Clerk: Bart Smith

13.FY2021 Budget Discussion

Review these documents and discuss the proposed FY2021 budget:

- FY2021 Summary of Changes from FY2020
- Water Meter Upgrades – Cost Estimates for Replacements and Upgrade to Digital System
- Digital Meter Upgrade Purchase Plan Options
- Amended FY2021 Water Overage Rate proposal – review materials and discuss
- Utah Broadband Commercial Rates
- FY2021 Draft Interlaken Town Budget

FY2021 Interlaken Town Proposed Budget Revisions

Line#	FY2021 Line Item	FY2021 Fund	FY2019 Actual Amount	FY2020 Budgeted Amount	FY2021 Proposed Change	FY2021 Line Item Dollar Amount	Reason for Change
5	Annual Wasatch County Tax Assessment	General - Revenue	\$79,042	\$116,000	Tax Revenue Increase	\$118,000	Increase in assessed property values
38	Town Clerk & Webmaster	General - Expenses	(\$13,619)	(\$20,000)	Increase in expenses	(\$22,000)	Town Clerk pay increase and increased reporting responsibilities
40	Web Hosting & IT Services (WIX, GoDaddy, Zoom, Dropbox)	General - Expenses	(\$95)	(\$244)	Increase in Web hosting and IT expenses	(\$1,300)	Services added - Increased WIX storage capacity, Dropbox business account for expanded cloud storage, Zoom video conferencing software, CenturyLink Internet service to pump house.
42	Bookkeeping, Accounting & CPA fees	General - Expenses	(\$6,293)	(\$8,000)	Increase in expenses	(\$13,000)	Additional accounting services required to fulfill additional State Reporting requirements - Agreed Upon Procedures, for example.
44	Town Attorney	General - Expenses	(\$12,194)	(\$16,000)	Reduction in expenses	(\$12,000)	Fees reduced for FY2021 based on FY2020 actuals
45b	Municipal Election Balloting & Noticing	General - Expenses	\$0	(\$500)	Reduction in expenses	\$0	No elections scheduled for FY2021
48	Office Supplies (postage + supplies)	General - Expenses	(\$525)	(\$500)	Increase in expenses	(\$700)	Increase in paper, printing, and other expenses due to remote meeting format and necessity of distributing materials to council and PC.
95	Charge for Services: Metered Water (overages)	Water Revenue - Revenue	\$10,337	\$8,000	Decrease in Revenue	\$4,000	Reduction in water overage revenue due to water forgiveness program and proposal to reduce water overage rates
73b	Revenue from Federal & State Transportation System Grants	Transportation Reserves - Revenue	\$0	\$0	No Change	\$0	New revenue category for FY2021. No grants currently in process.
95c	New Owner Transfer Fees	Water Revenue - Revenue	\$250	\$100	Increase in Revenue	\$450	New owner transfer fee increased to \$150.
100	Transfer from Building Fund (Water Connect Fees)	Water Revenue - Revenue	\$400	\$400	Increase in Revenue	\$1,000	Proposed FY 2021 fee increase to \$500 per permit, 2 new connections.
102 161	Transfer from Water System Reserve Fund for Capital Improvements	Water Revenue - Transfer In	\$0	\$18,000	Increase in Transfer In	\$116,000	Purchase and installation of Pump House Generator - \$71K, Proposed Investment in digital meter reading system - \$45K
154 105	Transfer to Water System Reserve Capital Fund	Water System Reserves - Transfer In	(\$7,770)	(\$5,000)	Decrease in Transfer In	\$0	No net transfer from Water Revenue to Water Reserves. Transfers are in the opposite direction because of expensed investments.
116	Payroll - Water Master & Asst Water Master	Water Revenue - Expenses	(\$12,522)	(\$16,800)	Increase in Expenses	(\$21,600)	Increase in Water Master pay, \$200 per month each, from \$700 each to \$900 each. Previously approved by TC beginning 1/1/2020.
118	Chemicals & Monitoring	Water Revenue - Expenses	(\$604)	(\$1,000)	Increase in Expenses	(\$2,000)	FY2021 expense based on FY2020 actuals.
123	Payroll Taxes - Water Master & Asst Water Master	Water Revenue - Expenses	(\$1,356)	(\$1,400)	Increase in Expenses	(\$2,700)	FY2021 expense based on FY2020 actuals.
123b	Misc. Water Expenses	Water Revenue - Expenses	(\$1,279)	(\$40)	Increase in Expenses	(\$1,000)	FY2021 expense based on FY2020 actuals.
123d	Purchase of Generator and Installation	Water Revenue - Expenses	\$0	(\$51,000)	Increase in Expenses	(\$71,000)	Purchase and installation of Pump House Generator - \$71K.
123e	Pump Replacements, Telemetry System, Meter Upgrades	Water Revenue - Expenses	(\$1,200)	(\$23,000)	Increase in Expenses	(\$45,000)	Proposed Investment in digital meter reading system - \$45K. Plan B 60-100-140 with DriveBy capability.
150	Revenue from Federal & State Water System Grants	Water Reserve Fund - Revenue	\$0	\$0	Increase in Revenue	\$57,600	Proceeds from Proposed FY2021 State Grant \$53K (receivable in Dec 2020) + reimbursement for grant writer \$4,600 to \$5000.
169	Building Application Fees (\$350 to \$500 per project)	Building - Revenue	\$1,600	\$700	Increase in Revenue	\$1,050	Based on 3 new applications (\$350 each).
170	Water Connect Fees	Building - Revenue	\$400	\$400	Increase in Revenue	\$1,000	Proposed water connection fee increase to \$500, based on 2 new FY2021 connections.

Cost Estimates for Meter Replacements and Upgrade to Digital Reading System

Items Installed at Meter Pit - Upgrade to 140 meters	Unit Price	# of Units	Total	Vendor	Notes
Iperl Meter unit price	\$ 130.00	90	\$ 11,700.00	Mountainland Supply	As of 3/2/2020, there were 50 new Iperl meters installed, and up to 91 old meters, and 43 lots w/ no meter
Meter Swap-Installation Labor per unit	\$ 75.00	90	\$ 6,750.00	Jason at Mountainland Hardwoods	
PRV Swap-Installation Labor per unit	\$ 75.00	90	\$ 6,750.00	Jason at Mountainland Hardwoods	
New Meter lid per unit	\$ 58.33	140	\$ 8,166.20	Mountainland Supply	Required to enable radio communication
Meter lid-installation Labor per unit	???	140		???	Who will do this?
Sensus 520M Single Port Pit-Set TRPL pit radio	\$ 159.88	140	\$ 22,383.20	Mountainland Supply	Provides Radio Communication between meter and hand-held reader
TRPL pit radio-Installation Labor per unit	???	140		???	Who will do this?
Total Meter Pit Costs			\$ 55,749.40		Meter Pit costs to upgrade 140 total meter pits

Items to Enable Direct Read - Handheld Walk-By	Unit Price	# of Units	Total	Vendor	Notes
Handheld Package	\$ 15,000.00	1	\$ 15,000.00	Mountainland Supply	
Sensus FL6501-GB Handheld Reader	\$ 9,310.90	1	\$ 9,310.90	Mountainland Supply	
Sensus FL6000 Single Ethernet Dock	\$ 1,026.44	1	\$ 1,026.44	Mountainland Supply	
Sensus Command Link	\$ 609.77	1	\$ 609.77	Mountainland Supply	
Sensus M2 Software Support	\$ 2,200.00	1	\$ 2,200.00	Mountainland Supply	
Sensus AutoRead Softward WB-DB	\$ 4,003.88	1	\$ 4,003.88	Mountainland Supply	
Total Handheld Walk-By Direct Reading Costs			\$ 32,150.99		
Extension Handheld Walk-By Cost on Invoice			\$ 14,200.00		

Items to Enable Direct Read - Vehicle Drive-By	Unit Price	# of Units	Total	Vendor	Notes
Vehicle Package	\$ 25,000.00	1	\$ 25,000.00	Mountainland Supply	
Vehicle Gateway Basestation w/Computer	\$ 21,689.00	1	\$ 21,689.00	Mountainland Supply	
Sensus FL6501-GB Handheld Reader	\$ 9,310.90	1	\$ 9,310.90	Mountainland Supply	
Sensus FL6500 Ethernet Dock	\$ 1,026.44	1	\$ 1,026.44	Mountainland Supply	
Sensus Command Link	\$ 609.77	1	\$ 609.77	Mountainland Supply	
Sensus AutoRead Software	\$ 7,414.24	1	\$ 7,414.24	Mountainland Supply	
Sensus AutoVu Software	\$ 4,955.54	1	\$ 4,955.54	Mountainland Supply	
Sensus AutoVu Mapping w/GPS - Wasatch County (option)	\$ 4,500.00	1	\$ 4,500.00	Mountainland Supply	
Sensus FlexNet M2 Support	\$ 2,200.00	1	\$ 2,200.00	Mountainland Supply	
Total Vehicle Drive-By Direct Reading Costs			\$ 76,705.89		
Extension Vehicle Drive-By Cost on Invoice			\$ 28,700.00		

Total Package Cost - Handheld Walk-By Direct Reading	\$ 69,949.40
Total Package Cost - Vehicle Drive-By Direct Reading	\$ 84,449.40

Subject: Budget Work FY2021
Date: Thursday, March 19, 2020 at 8:49:15 PM Mountain Daylight Time
From: Bart Smith
To: O'Nan: Chuck S181 Grp B, Sue Onan, Bowen: Marge S175 Grp A, Greg Harrigan, Justin Hibbard
Attachments: image001.png

Hi All-

I've begun working on next year's budget. As you know, we've been exploring options for enabling our water meters to be read digitally, without having to open the pit and inspect the meter. This would speed up the meter reading process enormously, and probably give us more accurate results. It would also make it possible to get readings on demand easier, or more frequent readings.

Given that it's possible we'll get significant funding for our pump house generator, I feel this year would be a good time to begin investing in this upgrade. The money for the generator is in last year's budget, and it looks like it won't be spent. We could earmark these funds for the meter upgrades for next year, and still cover the pump house generator, if we receive granting.

This should not affect our budget for road repairs, as that has its own reserve fund. But that is another critical item for discussion.

I've put together three schedules for upgrading our water system to include 140 digital meters total in a 3-year timeframe. For each schedule, there are two options: the cheaper option is to use a handheld system where you need to walk by the meter. The more expensive option is a vehicle driveby system. The vehicle system is about \$14,500 more than the handheld system.

The table below describes the 3 plans, showing how costs for the two options would be divided over 3 years. Plan A, for example, brings 80 meters into digital readout in year 1, a total of 110 meters in year 2 (30 added meters), and a total of 140 meters in year 3 (30 more). Note – the meter counts are cumulative. Plan A requires more initial investment than the other plans.

Purchase Plans Compared yr1 - yr2 - yr3 Meter Count	Year 1	Year 2	Year 3
Plan A Handheld Upgrade : 80 - 110 - 140	\$40,057	\$14,946	\$14,946
Plan A Vehicle Drive By Upgrade : 80 - 110 - 140	\$54,557	\$14,946	\$14,946
Plan B Handheld Upgrade : 60 - 100 - 140	\$30,093	\$19,928	\$19,928
Plan B Vehicle Drive By Upgrade : 60 - 100 - 140	\$44,593	\$19,928	\$19,928
Plan C Handheld Upgrade : 50 - 95 - 140	\$25,111	\$22,419	\$22,419
Plan C Vehicle Drive By Upgrade : 50 - 95 - 140	\$39,611	\$22,419	\$22,419

This is food for thought – we'll discuss this, and other budget items, at our April 1st meeting. If you have feedback for me now, I could move forward on that advice.

Thanks,
 Bart Smith

Subject: Proposal for Water Rate Adjustments
Date: Monday, March 30, 2020 at 12:41:29 PM Mountain Daylight Time
From: Bart Smith
To: O'Nan: Chuck S181 Grp B, Sue Onan, Bowen: Marge S175 Grp A, Greg Harrigan, Justin Hibbard
Attachments: Interlaken FY2021 Budget Water Rate Proposal.pdf, image001.png

Hi All-

I'm still working on the proposed FY2021 budget – focused on our water rates right now, adjusting overage rates to reduce the highest overage bills.

I've compiled a report that shows how a rate reduction would impact overage bills given the same overage amounts next year as this past year.

I have not changed the base \$972 rate – the tables just show the overage bills.

The 3rd table below summarizes the “Proposed FY2021 Rate Change Impact” on the average, median, minimum, and maximum overage bill (not including the \$972 base fee).

The 1st and 2nd tables show what the current and proposed rate structure would look like. If you compare the pink cells to the green cells, you'll see the proposed rate reduction for each bracket of use.

I would like to discuss this at our 4/1/20 meeting. I can also show you a dynamic version of this report when we meet. Please let me know if you have any questions. Thanks - Bart

FY 2021 - Water Rate Amendment Proposal

FY 2020 Overage Rates - no change from FY 2019						
Bracket	Overage	Rate per 1000 Gallons	Rate per Gallon	Full Bracket	Name Definition	Description
Base Rate FY2020		\$ 8.10	\$ 0.00810	\$ 972.00	FY19_Base_Rate	Base usage 10,000 gallons per month
1	5,000	\$ 7.50	\$ 0.00750	\$ 37.50	FY19_Rate_1	1st 5,000 of overage
2	5,000	\$ 10.00	\$ 0.01000	\$ 50.00	FY19_Rate_2	2nd 5,000 of overage
3	5,000	\$ 12.50	\$ 0.01250	\$ 62.50	FY19_Rate_3	3rd 5,000 of overage
4	5,000	\$ 12.50	\$ 0.01250	\$ 62.50	FY19_Rate_4	4th 5,000 of overage
5	20,000	\$ 25.00	\$ 0.02500		FY19_Rate_5	Over 20,000

FY 2021 Overage Rates - Proposed Change						
Bracket	Overage	Rate per 1000 Gallons	Rate per Gallon	Full Bracket	Name Definition	Description
Base Rate FY2020		\$ 8.10	\$ 0.00810	\$ 972.00	FY21_Base_Rate	Base usage 10,000 gallons per month
1	5,000	\$ 5.00	\$ 0.00500	\$ 37.50	FY21_Rate_1	1st 5,000 of overage
2	5,000	\$ 7.50	\$ 0.00750	\$ 50.00	FY21_Rate_2	2nd 5,000 of overage
3	5,000	\$ 10.00	\$ 0.01000	\$ 62.50	FY21_Rate_3	3rd 5,000 of overage
4	5,000	\$ 10.00	\$ 0.01000	\$ 62.50	FY21_Rate_4	4th 5,000 of overage
5	20,000	\$ 10.00	\$ 0.01000		FY21_Rate_5	Over 20,000

Proposed FY2021 Rate Change Impact					
Fiscal Year	Average	Median	Minimum	Maximum	Total Overage Charges
FY2020 Overages	\$ 856	\$ 251	\$ 25	\$ 4,427	\$ 12,838
FY2021 Overages	\$ 405	\$ 178	\$ 16	\$ 1,848	\$ 6,074

Subject: Utah Broadband State Contract discounts
Date: Thursday, March 26, 2020 at 6:58:52 PM Mountain Daylight Time
From: Langford Lloyd
To: interlakenclerk@gmail.com
Attachments: UBB 2017.docx

Locally owned and operated, our technical staff provides excellent response times when customers have a problem or question. Utah Broadband boasts the highest capacity and most reliable wireless network in Utah. For over ten years we have been delivering scalable internet solutions to businesses to replace Cable, DSL, T1, DS3, and fiber-optic connections. We also provide affordable and truly redundant solutions using wireless technology instead of another buried cable or fiber line that is susceptible to getting cut.

Utah Broadband is the only wireless provider in Utah that specializes in internet services for the business community. We are confident we can provide your company an internet connection that will improve operational efficiency, control and minimize bandwidth costs, and/or out-perform existing internet connections.

KEY DIFFERENTIATORS

- * Performance—From 3 Mbps to 1 Gig
- * Reliability—Engineered to 99.999%
- * Value—20% to 60% savings over traditional offerings
- * Scalability—Instant upgradeable speeds
- * Speed of Installation—Within 3-5 business days!

Using state-of-the-art equipment, we have designed a high capacity licensed ring to provide ultimate redundancy into our network. Using OSPF, we can route internet traffic out a different path if one of our links goes down.

A critical component of our ability to provide a robust, cost effective internet solution with exceptional customer service is that we own “the last mile.” This means that we don’t have to pay extra charges to a large telecom company for use of their lines. It also means that if there is a problem, we can deal with it immediately instead of waiting for someone in another state to process a service order.

Our support staff is focused on building relationships with our customers by providing a high level of service so customers will have no reason to go anywhere else.

Come join the growing number of customers that have put their trust in Utah Broadband for their internet needs.

Langford Lloyd
801-953-6706
langford@utahbroadband.com

Utah Broadband Business Services

contact Langford@UtahBroadband.com 801-953-6706

Package	Download	Upload	Utah Gov discount	Install 12 mo.	Install 36 mo.	Data Transfer	Usable IP's
Small Business Service							
<i>non-guaranteed, up to capable speeds, business hours support</i>							
Small Business 10	8 Mbps	2 Mbps	\$99	\$249	free	600 G	1
Small Business 15	13 Mbps	2 Mbps	139	"	"	"	1
Small Business 20	18 Mbps	2 Mbps	179	"	"	"	1
Commercial Service							
<i>guaranteed speed performance, higher upload speeds, full business hours support</i>							
Commercial Service 20	15 Mbps	5 Mbps	\$199	\$249	free	Unlimited	5
Commercial Service 25	20 Mbps	5 Mbps	299	"	"	"	5
<i>Commercial 30 & 60 limited areas</i>							
Commercial Service 30	25 Mbps	5 Mbps	399	"	"	"	5
Commercial Service 60	50 Mbps	10 Mbps	499	\$499	"	"	5
Enterprise Service							
<i>guaranteed synchronous bandwidth, Enterprise Class SLA, 24/7/365 local support</i>							
Enterprise Service 10	10 Mbps	10 Mbps	\$449	\$499	free	Unlimited	Up to 13

Plan cost is excessive for our purpose.

Enterprise Service 20 <i>Enterprise 30, 50, 100+ limited areas</i>	20 Mbps	20 Mbps	699	"	"	"	Up to 13
Enterprise Service 30	30 Mbps	30 Mbps	899	\$999	"	"	Up to 13
Enterprise Service 50	50 Mbps	50 Mbps	999	"	"	"	Up to 13
Enterprise Service 100	100 Mbps	100 Mbps	1299	"	"	"	Up to 13

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InterlakenTown Budget
Fiscal Year Ending 6/30/2021

	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
General Fund (checking)			
General Fund Revenue			
Annual Wasatch County Tax Assessment	\$ 79,042	\$116,000	\$118,000
Prior Year Assessments	\$0	\$0	\$0
Late Fees - Assessments (prior to FY2019)	\$0	\$0	\$0
1% State Sales Tax (estimate)	\$24,881	\$22,000	\$22,000
Interest Income	\$136	\$100	\$200
New Owner Transfer Fees	\$124	\$0	
B&C Road Tax (estimate)	\$18,605	\$18,408	\$18,408
Building App Town Admin Fees	\$900	\$0	\$0
Interlaken Drive RMA with BHR Agreement (20%)	\$0	\$3,400	\$4,000
Total General Fund Revenue:	\$123,689	\$159,908	\$162,608
Transfers into General Fund			
Transfer from Building Fund (Application Fees for admin costs)	\$1,600	\$700	\$1,050
Transfer from Water Revenue Fund (50% of admin. expenses)	\$28,666	\$27,000	\$27,000
Transfer from Transportation Reserve Fund for Capital expenses	\$0	\$0	\$30,000
Transfers out of General Fund			
Transfers into Transportation Reserve Fund			
Transfer of B&C Road Tax to Transportation Reserve Fund	(\$18,755)	(\$13,408)	(\$18,408)
Contribution to Capital Improvements in Transportation Reserve Fund	\$0	\$0	\$0
Transfers into Building Fund - Special Epic Projects	(\$250)	(\$6,000)	(\$4,000)
Total Net General Fund Transfers:	\$11,261	\$8,292	\$35,642

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
General Fund - continued			
General Fund Expenses			
Administrative Expenses			
Commission, Committee, Council Mtg Expenses	\$0	(\$1,200)	(\$1,200)
Town Clerk & Webmaster	(\$13,619)	(\$20,000)	(\$22,000)
Association Memberships	(\$509)	(\$489)	(\$489)
Web Hosting & IT Services (WIX, GoDaddy, Zoom, Dropbox)	(\$95)	(\$244)	(\$1,300)
Town Council Equipment & Supplies	(\$393)	(\$200)	(\$200)
Meeting Advertising	(\$187)	(\$350)	(\$350)
Bookkeeping, Accounting & CPA fees	(\$6,293)	(\$8,000)	(\$13,000)
Bank Charges	(\$35)	\$0	
Town Attorney	(\$12,194)	(\$16,000)	(\$12,000)
Attorney fees for BHR settlement/agreement	(\$13,109)	\$0	\$0
Animal Control through Interlocal Agreement w/ Heber City	(\$1,177)	(\$1,500)	(\$1,500)
Municipal Election Balloting & Noticing	\$0	(\$500)	\$0
Misc. Admin. Expenses	(\$254)	(\$100)	(\$100)
Insurance	(\$7,087)	(\$4,039)	(\$4,039)
Office Supplies (postage + supplies)	(\$525)	(\$500)	(\$700)
Building Inspector	\$0	\$0	
Additional Consulting Fees - Rate Studies	\$0	(\$5,000)	
State Payroll (FY2018 only) and Federal IRS Taxes	(\$3,980)	(\$4,000)	(\$4,000)
Total Administrative Expenses:	(\$59,458)	(\$62,122)	(\$60,878)
Annual Road Maintenance and Repair Expenses from General Fund			
Annual Road Repair & Maintenance	(\$11)	(\$10,000)	(\$10,000)
Additional Contract Services	(\$6,241)	(\$8,000)	
Road Signage	(\$859)	(\$1,000)	
Contract Service (Snow Removal)	(\$32,500)	(\$39,500)	(\$39,500)
Supplies - Salt, Sand, etc	(\$3,300)	(\$3,300)	(\$3,300)
Annual Road Capital Improvement Expenses			
Capital Investment in Roads	\$0	(\$30,000)	(\$30,000)
DPW Expenses			
DPW Site Construction - Capital Investment	\$0	(\$60,000)	(\$60,000)
Annual DPW Site Maintenance Expenses	\$0	(\$1,200)	\$0
Total Road Maintenance, Capital Improvements, DPW Expenses:	(\$42,912)	(\$153,000)	(\$142,800)
Total General Fund Expenses:	(\$102,370)	(\$215,122)	(\$203,678)
Increase/Decrease in General Fund Balance	\$32,581	(\$46,922)	(\$5,428)

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

		FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
Transportation Reserve Fund (savings)				
Transportation Reserve Fund Revenue				
Estimated Interest		\$253	\$220	\$220
Revenue From BHR Settlement		\$33,000	\$0	\$0
Revenue from Federal & State Transportation System Grants				\$0
Total Transportation Reserve Fund Revenue:		\$33,253	\$220	\$220
Transfers into Transportation Reserve Fund				
Trfr from General Fund of B&C Road Tax to Trans. Reserve Capital Fund		\$18,755	\$13,408	\$18,408
Transfer from General Fund for Capital Improvements		\$0	\$0	\$0
Transfer from Building Fund of Road Impact Fee		\$8,750	\$5,000	\$5,000
Transfers out of Transportation Reserve Fund				
Transfer to General Fund for Transportation Capital Expenses		\$0	\$0	(\$30,000)
Total Net Transportation Reserve Fund Transfers:		\$27,505	\$18,408	(\$6,592)
Incr/Decr in Transportation Reserve Fund Balance		\$60,758	\$18,628	(\$6,372)

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

		FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
Water Revenue Fund (checking)				
Water Revenue Fund Revenue				
	Annual Water Utility Base Usage Fee	\$162,247	\$173,000	\$173,000
	Interest Income	\$190	\$100	\$100
	Charge for Services: Metered Water (overages)	\$10,337	\$8,000	\$4,000
	Water Connect Fee (Direct Deposit)		\$0	
	Water Billing Late Fees	\$400	\$150	\$150
	New Owner Transfer Fees	\$250	\$100	\$450
Total Water Revenue Fund Revenue:		\$173,423	\$181,350	\$177,700
Transfers into Water Revenue Fund				
	Transfer from Building Fund (Water Connect Fees)	\$400	\$400	\$1,000
	Transfer from Bond Sinking Fund for current year Water Bond payment	\$77,889	\$78,678	\$78,382
	Transfer from Water System Reserve Fund for Capital Improvements	\$0	\$18,000	\$116,000
Transfers out of Water Revenue Fund				
	Transfer to Water System Reserve Capital Fund	(\$7,770)	(\$5,000)	\$0
	Transfer to General Fund	(\$403)	\$0	\$0
	Transfer to Bond Sinking Fund - Next Year's Bond Payment	(\$78,678)	(\$78,382)	(\$78,382)
	Transfer to Water System Capital Facilities Replacement Reserve Acct		\$0	
	Transfer to General Fund for 50% of Administrative expenses	(\$28,263)	(\$27,000)	(\$27,000)
Total Net Water Revenue Fund Transfers:		(\$36,825)	(\$13,304)	\$90,000

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
Water Revenue Fund - continued			
Water Revenue Fund Expenses			
Bond Payment			
Water Bond Payment, due annually in January	(\$77,889)	(\$78,678)	(\$78,382)
Operating Expenses			
Payroll - Water Master & Asst Water Master	(\$12,522)	(\$16,800)	(\$21,600)
Meter Repair/Replacement, Water System Equipment, Supplies	(\$6,504)	(\$8,000)	
Chemicals & Monitoring	(\$604)	(\$1,000)	(\$2,000)
Telemetry System Operating Costs	(\$1,127)	(\$1,127)	(\$1,127)
Water Share Fee, Education, etc.	(\$13)	(\$375)	(\$375)
Gas Heat	(\$475)	(\$500)	(\$500)
Electricity	(\$6,377)	(\$6,000)	(\$6,000)
Payroll Taxes - Water Master & Asst Water Master	(\$1,356)	(\$1,400)	(\$2,700)
Workman's Comp Insurance for Water Master & Asst.	(\$192)	(\$1,069)	(\$1,069)
Misc. Water Expenses	(\$1,279)	(\$40)	(\$1,000)
Capital Investment in Water System			
Purchase of Generator and Installation	\$0	(\$51,000)	(\$71,000)
Pump Replacements, Telemetry System, Meter Upgrades	(\$1,200)	(\$23,000)	(\$45,000)
Repair and Maintenance			
Additional Contract Services - Tank Main., Rate Studies, Consults	\$0	(\$5,000)	(\$5,000)
Annual Generator Maintenance	\$0	(\$1,200)	(\$1,200)
General Water System Maintenance & Repair	\$0	(\$5,000)	(\$5,000)
Total Water Revenue Expenses:	(\$109,538)	(\$200,189)	(\$241,953)
Increase/Decrease in Water Revenue Fund Balance	\$27,060	(\$32,143)	\$25,747

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
Water Bond Sinking Fund (money market)			
Water Bond Sinking Fund Revenue			
Estimated Interest	\$385	\$400	\$400
Total Water Bond Sinking Fund Revenue:	\$385	\$400	\$400
Transfers into Water Bond Sinking Fund			
Transfer from Water Revenue Fund	\$78,678	\$78,382	\$78,382
Transfers out of Water Bond Sinking Fund			
Transfer to Water Revenue Fund to pay current year bond	(\$77,889)	(\$78,678)	(\$78,382)
Transfer to Water Reserve Fund to close out account			
Total Net Water Bond Sinking Fund Transfers:	\$789	(\$296)	\$0
Increase/Decrease in Water Revenue Bond Sinking Fund Balance	\$1,174	\$104	\$400
Water Reserve Fund (savings)			
Water Reserve Fund Revenue			
Interest Income	\$643	\$600	\$100
Revenue from Federal & State Water System Grants			\$57,600
Total Water Reserve Fund Revenue:	\$643	\$600	\$57,700
Transfers into Water Reserve Fund			
Trfr from Water Revenue Fund to Capital Facilities Replacement Reserves	\$7,770	\$5,000	\$0
Trfr from Bond Sinking Fund to close out account			
Transfers out of Water Reserve Fund			
Transfer to Water Revenue Fund for Capital Improvements	\$0	(\$18,000)	(\$116,000)
Total Net Water Reserve Fund Transfers:	\$7,770	(\$13,000)	(\$116,000)
Increase/Decrease in Water Reserve Fund Balance	\$8,413	(\$12,400)	(\$58,300)

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
Building Fund (checking)			
Building Fund Revenue			
Interest Income	\$71	\$55	\$100
Building Application Fees (\$350 to \$500 per project)	\$1,600	\$700	\$1,050
Water Connect Fees	\$400	\$400	\$1,000
Road Impact Fees (\$2,500 per project)	\$8,750	\$5,000	\$5,000
Damage Deposits (\$2,500 per project, refundable)	\$10,000	\$5,000	\$5,000
Completion Deposits (\$1,500 per project, refundable)	\$6,000	\$3,000	\$3,000
Plan Review & Inspections (Town Engineer)	\$10,953	\$7,500	\$10,000
Variance Application Fees	\$0	\$0	\$0
Total Building Fund Revenue:	\$37,774	\$21,655	\$25,150
Transfers into Building Fund			
Transfer from General Fund - Special Epic Projects	\$250	\$6,000	\$4,000
Transfers out of Building Fund			
Transfer to General Fund (App Fees \$350 to \$500/project)	(\$1,600)	(\$700)	(\$1,050)
Transfer to Water Revenue Fund (Water Connect Fees \$200/project)	(\$400)	(\$400)	(\$1,000)
Transfer to Transportation Reserve Fund (Road Impact Fees \$2500/pro	(\$8,750)	(\$5,000)	(\$5,000)
Total Net Building Fund Transfers:	(\$10,500)	(\$100)	(\$3,050)
Building Fund Expenses			
Refunds of Damage Deposits	(\$2,500)	(\$5,000)	(\$5,000)
Refunds of Completion Deposits	(\$1,500)	(\$3,000)	(\$3,000)
Plan Review & Inspections (Town Engineer)	(\$10,366)	(\$7,500)	(\$10,000)
Additional Contractual Services (Town Engineer)	\$0	(\$6,000)	(\$5,000)
Total Building Fund Expenses:	(\$14,366)	(\$21,500)	(\$23,000)
Increase/Decrease in Building Fund Balance	\$12,908	\$55	(\$900)

InterlakenTown Budget
Fiscal Year Ending 6/30/2021

	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
Fiscal Year Net Increase/Decrease for all Funds			
Fund Name	FY2019 Budget Actual 7/1/18- 6/30/19	FY2020 Budget Estimated 7/1/19-6/30/20	FY2021 Budget Proposed 7/1/20- 6/30/21
General Fund (checking)	\$32,581	(\$46,922)	(\$5,428)
Transportation Reserve Fund (savings)	\$60,758	\$18,628	(\$6,372)
Water Revenue Fund (checking)	\$27,060	(\$32,143)	\$25,747
Water Bond Sinking Fund (money market)	\$1,174	\$104	\$400
Water Reserve Fund (savings)	\$8,413	(\$12,400)	(\$58,300)
Building Fund (checking)	\$12,908	\$55	(\$900)
Total Fiscal Year Increase/Decrease	\$142,894	(\$72,678)	(\$44,853)
Fiscal Year Revenue, Transfers, Expenses, Net Increase/Decrease			
	FY2019 Budget 06/30/19	FY2020 Budget 06/30/20	FY2021 Budget 06/30/21
Budget Category	Actual	Estimated	Proposed
Revenues	\$369,168	\$364,133	\$423,778
Net Transfers between funds	\$0	\$0	\$0
Expenses	(\$226,273)	(\$436,811)	(\$468,631)
Ending Increase/Decrease	\$142,894	(\$72,678)	(\$44,853)
Projected Year-End Balances			
	FY2019 Ending Balance 06/30/19	FY2020 Ending Balance 06/30/20	FY2020 Ending Balance 06/30/21
Fund Name	Actual	Projection	Projection
General Fund (checking) *2681	\$ 54,079	\$ 7,157	\$ 1,729
Transportation Reserve Fund (savings) *4574	\$ 128,331	\$ 146,959	\$ 140,587
Water Revenue Fund (checking) *1520	\$ 37,788	\$ 5,645	\$ 31,392
Water Bond Sinking Fund (money market) *1058	\$ 158,857	\$ 158,961	\$ 159,361
Water Reserve Fund (savings) *1330	\$ 187,811	\$ 175,411	\$ 117,111
Building Fund (checking) *1678	\$ 19,084	\$ 19,139	\$ 18,239
Total of Ending Balances	\$ 585,950	\$ 513,272	\$ 468,419

14. Resolution No. 2020-04-0B Amending the Fee Resolution

Review, discuss, and vote to approve the Fee Resolution that increases the meter connection fee from \$200 to \$500 to cover additional cost of upgrading the meters for digital readout capability.

- Meter Installation Costs
- Resolution No. 2020-04-01B Amended Fee Schedule

New Meter Installation Costs FY2021

Item	Cost
iPerl Meter unit price	\$ 130
Meter Swap-Installation	\$ 75
PRV Swap-Installation	\$ 75
New Meter Lid	\$ 58
Sensus Pit Transmitter	\$ 160
TOTAL	\$ 498

INTERLAKEN TOWN, UTAH
FEE RESOLUTION AMENDMENT AND REPLACEMENT
April 1, 2020

RESOLUTION NO. 2020-04-01B

A RESOLUTION AMENDING THE FEE RESOLUTION AND REPLACING RESOLUTION NO. 2018-10-01B IN ITS ENTIRETY

WHEREAS, it is necessary to update the fee resolution to reflect the changing costs of performing services,

NOW, THEREFORE, it is hereby RESOLVED, by the Town Council of Interlaken, Utah, that the Interlaken Town Fee Schedule is hereby re-adopted with the following changes:

A. Building Permits, Fees, and Deposits

The Town Council of Interlaken reserves the right to adjust the Road Impact Fee, Damage Deposit, and Completion Deposit based on the size and scope of a construction project. The maximum Road Impact Fee shall be set to \$2,500. The maximum Damage Deposit shall be set to \$2,500. The maximum Completion Deposit shall be set to \$1,500. Unless approved by the Interlaken Town Council in advance, these fees and deposits are set as follows:

Interlaken Building Permit Application Fee	\$350.00
Interlaken Water Connect Fee	\$500.00
Interlaken Road Impact Fee	\$2,500.00
Interlaken Damage Deposit	\$2,500.00
Interlaken Completion Deposit	\$1,500.00

B. Special Use Permit

Interlaken Special Use Permit Application Fee	\$100.00
---	----------

C. Parking Violations

Parking in the road right of way from November 1 through April 1, of each year, any time of day.	\$100.00 per incident
Parking in the road right of way for 24 or more consecutive hours from April 2, through October 31, of each year, any time of day.	\$50.00 per incident

D. Violation of Municipal Code Section 9.05.090 which requires clean up by any person or entity that tracks, spills, deposits, discharges or drops any mud, dirt, debris, or other material on a public road or a public right-of-way.

Spillage of debris on public roads or right-of-way	\$25.00 per day
--	-----------------

APPROVED AND ADOPTED this 1st day of April, 2020.

TOWN OF INTERLAKEN

Mayor: Gregory Harrigan

(Seal)

ATTEST:

Town Clerk: Bart Smith

15.FY2020 Water Billing Status, Water Leak Forgiveness

Currently, the due date for water payments is April 1, 2020. Payments received or postmarked past this date are subject to a \$25 per month late fee. The council is requested to consider waiving late fees until July 1, 2020, due to the financial burden associated with the Covide-19 virus. Council is to discuss and vote to on this waiver.

- For Review – FY2020 Water Billing Status March 31, 2020

There are currently two water forgiveness requests submitted to the town – Oliver and Schmutz. Please review, discuss and determine overage forgiveness.

- Summary of users that could consider forgiveness, and corresponding adjustments
- Submitted form and bill from Oliver
- Submitted letter and bill from Schmutz

Mar-31-20 Report

FY2020 Water Billing Status March 31, 2020											
	Total Base Usage Fee Billing	Total Annual Usage 2018	Total Annual Usage 2019	Total Overage 2019	Total Overage Charges FY2020	Credit Adjustment	New Owner Transfer Fees Billing	Total Late Fees Billing	Total Invoice Billing	Total Payments	Balance
TOTAL	\$ 173,736.00	7,436,397	6,433,931	661,498	\$12,837.51	\$ (1,099.50)	\$ 100.00	\$ -	\$ 185,574.01	\$ 102,256.81	\$ 83,317.20
<p>Note: There are 25+ received checks that have not yet been processed</p>											

FY 2020 Water Forgiveness

Lot Number	Lot Type	Customer	Interlaken Address	2017 Annual Usage	2018 Annual Usage	2019 Annual Usage	Difference 2019-2018	2019 Overage Gallons	Total Overage Charge	Water Forgiveness Overage Charge
014	Dwelling	Oliver, Cynthia S014	268 St. Moritz	115,800	81,480	218,590	137,110	98,590	\$ 2,177.25	\$ 739.43
037	Dwelling	Wade, David & Jaime S037	276 Interlaken Dr.	60,370	120,590	177,000	56,410	57,000	\$ 1,137.50	\$ 427.50
111	Dwelling	Knight, Heidi S111	327 Bern Way	237,560	NA	186,500	NA	66,500	\$ 1,375.00	\$ 498.75
155	Dwelling	Schmutz, M. David S155	350 Bern Way	156,000	NA	308,577	NA	188,577	\$ 4,426.93	\$ 1,414.33



Interlaken Town
P.O. Box 1256
Midway, UT 84049

INVOICE – Interlaken Town Water

Cynthia Oliver
P.O. Box 776
Midway, UT 84049

Invoice Date	Invoice No.	Due Date
04-March-2020	2020-014	01-May-2020
Pay this amount:		\$3,149.25

Customer: Oliver, Cynthia S014
Interlaken Lot#: 014

Email:
Interlaken Address: 268 St. Moritz

This is your invoice for the annual fiscal year 2020 Interlaken Town water system charges.

Please make your check out for **\$3,149.25** to **Interlaken Town** and include your **Invoice# 2020-014** and **Lot # 014** on your check. **Full payment is due by May 1, 2020.** Interlaken Town cannot receive payments by cash or credit card – **checks only**. See information below regarding late payments and penalties. Send your **payment check to: Interlaken Town, P.O. Box 1256, Midway, UT, 84049.**

Description of Charges	Amount
FY2020 Base Water Usage Fee for connected service	\$972.00
FY2020 Water Overage Fee (see details below)	\$2,177.25
Late Fees	
New Owner Transfer Fee	
Previous Payments (Credits)	- \$- 0
TOTAL Water System Charges	\$3,149.25
Water Overage Fee - Details	
	Amount
Water Usage FY2019 (last year's billing) in gallons	81,480
Meter Reading 9/15/18	2,029,830
Meter Reading 9/15/19	2,248,420
Water Usage FY2020 (this year's billing) in gallons	218,590
Water overage in excess of 120,000 gallon allotment	98,590
TOTAL Overage Charges	\$2,177.25

The charges include a base fee for usage up to 10,000 gallons per month, for the period from July 1, 2019 through June 30, 2020. In addition, an overage charge for usage in excess of the base amount is also included in this bill. The period used to evaluate overages is from 9/15/18 through 9/15/19.

Remaining Balance: \$3149.25

Note to customer: If your water overage was due to an undetected leak or break in your culinary water system, you may qualify for the Water Overage Forgiveness Program. For more information, contact the Interlaken Town Clerk, interlakenclerk@gmail.com.



Interlaken Town
P.O. Box 1256
Midway, UT 84049
(435) 565-3812

Interlaken Town Water Forgiveness Program

Who is eligible?

Residential customers may apply for the culinary water forgiveness program. Customers must be current on their water bill for prior years to be considered for this program.

Which utilities are eligible for forgiveness?

This water forgiveness program applies to Interlaken Town culinary water only. It does not apply to utilities provided by Midway City or Wasatch County.

What circumstances qualify for water forgiveness?

This program is available for customers who have a significant water break or leak in their culinary water system that causes their annual water usage to exceed the 10,000 gallons per month allotment by more than 3,000 gallons per month. If, for example, a customer's 12 month usage exceeded 12x13,000 gallons = 156,000 gallons, they could qualify for water forgiveness.

Documentation and/or proof of leaks and subsequent repairs are required to be provided prior to approval.

How often will an exemption be granted?

An exemption may be granted for culinary water once every 36 months. 36 months must have passed since the last time the customer used this program.

How much of my bill can be forgiven?

Overage water rates for Interlaken Town are set by town ordinance. Water usage exceeding 10,000 gallons per month averaged over the billing period is considered overage. Each overage gallon is charged a fee. There are currently 4 brackets that specify the overage charge per gallon for that overage amount. As total overage increases and exceeds the limit of a bracket, the additional overage is charged a higher rate per gallon.

The water forgiveness program limits the per gallon charge for overage to the lowest overage rate set by the ordinance. The water forgiveness program does not apply relief towards the base water rate established by ordinance.

When do I have to apply for the exemption?

Customers must complete this form and apply for the exemption within 30 calendar days of your annual water bill's due date.

What happens if I already paid my bill?

If you have already paid your annual bill in full, you may still request forgiveness as long as it is requested within 30 days of your annual water bill's due date. If approved, you will be refunded the amount of the forgiveness.

Interlaken Town Water Forgiveness Program

If you qualify for this program, please complete the following form and submit it to:

Interlaken Town Clerk
PO Box 1256
Midway, UT 84049
interlakenclerk@gmail.com
(435) 565-3812

Name:

9385-225-5101

Interlaken Address:

Cynthia Oliver

Mailing Address:

268 Saint Moritz Road

P.O. Box 776

Midway, Utah

Phone Number:

Cynthymom⁽²⁰⁾@gmail.com

Email:

Cyndymoon4@icloud.com

Approximate date leak detected:

02-22-2020

Approximate date leak repaired:

02-23-2020

Explain the nature of the water leak:

Had new toilet installed
(higher model base) Two yrs. ago. Water inspect
or man was at meter on 02-22-2020. He
said there was a double check for high (overage)
water usage. I sent my friend back up
hill to check to see if anything was left
running. He turned shower on and off;
and also flushed toilet and turned water off
to toilet. There was a meter stop @ time.

Please attach any records, service invoices, or other evidence that demonstrate that the leak has been repaired.

Cont'd
(Back page)
please...

Late Payments

Late Payments: Payment is due in full by **May 01, 2020**. If not paid in full by this date, your account is considered past due and subject to interest and a \$25/month late fee.

Delinquent Accounts: If the full payment is not received by **June 1, 2020** the account is considered **Delinquent**. A Notice of Delinquency will be sent to the lot owner.

Discontinued service: If full payment is not received 60 days after a Notice of Delinquency, water service will be discontinued after a 24-hour delinquency notice is hand delivered to the service address. A \$100 disconnection fee and a \$100 reconnection fee will be charged for discontinued service.

Fees and interest: All past due accounts are subject to interest and a \$25/month late fee.

If you have questions about your billing, please contact Bart Smith, Interlaken Town Clerk
(email: interlakenclerk@gmail.com, phone: (435) 565-3812)

If your mailing address, phone# or email has changed, please send an update to the Town Clerk.

Didn't hear water running or know there was a valve overflow problem till repair man came up. ~~He~~ Showed and fixed ~~the~~ replaced guts to toilet. I am hard of hearing from being around heavy equipment for yrs. I had no idea it was continually running on small overflow tube. Please forgive my ignorance and allow me to be excepted by the water forgiveness Program!! Your consideration will be invaluable to me.

P.S I am sending 2 money grams from wallmart for the Base water usage fee \$730. ~~340.00~~

Thank's for your help. God Bless.

Thank You So Much
Sincerely yours
Cynthia Oliver
Lot #14.

Subject: Re: FY2020 Interlaken Water Billing
Date: Thursday, March 5, 2020 at 7:25:21 PM Mountain Standard Time
From: Bart Smith
To: DAVID SCHMUTZ

The water masters re-checked your meter on Feb 29th and it was not spinning. So it appears that the leak has stopped.

Bart Smith
Interlaken Town Clerk
(435) 565-3812

From: "Schmutz: M. David S155 Grp B" <deesmooz@aol.com>
Date: Wednesday, March 4, 2020 at 10:24 PM
To: Bart Smith <interlakenclerk@gmail.com>
Subject: Re: FY2020 Interlaken Water Billing

Bart, I apologize for my initial reaction to the receipt our water bill. Of course we'll submit an application for forgiveness to the Town Council. When he has the opportunity, could you ask the water-master to please give us a current reading and let us know if the meter is currently running?
Thanks Bart
David

On Mar 4, 2020, at 7:22 PM, Bart Smith <interlakenclerk@gmail.com> wrote:

<image001.jpg>
<image002.png>

INVOICE – Interlaken Town Water

M. David & Laura Schmutz
17227 Merlot Pl.
Poway, CA 92064

Invoice Date	Invoice No.	Due Date
04-March-2020	2020-155	01-May-2020
Pay this amount:		\$5,398.93

Customer: Schmutz, M. David S155
Interlaken Lot#: 155

Email: DEESMOOZ@aol.com
Interlaken Address: 350 Bern Way

This is your invoice for the annual fiscal year 2020 Interlaken Town water system charges. Please make your check out for **\$5,398.93** to **Interlaken Town** and include your **Invoice# 2020-155** and **Lot # 155** on your check. **Full payment is due by May 1, 2020.** Interlaken Town cannot receive payments by cash or credit card – **checks only**. See information below regarding late payments and penalties. Send your **payment check** to: **Interlaken Town, P.O. Box 1256, Midway, UT, 84049.**

Description of Charges	Amount
FY2020 Base Water Usage Fee for connected service	\$972.00
FY2020 Water Overage Fee (see details below)	\$4,426.93
Late Fees	
New Owner Transfer Fee	
Previous Payments (Credits)	- \$- 0
TOTAL Water System Charges	\$5,398.93
Water Overage Fee - Details	Amount
Water Usage FY2019 (last year's billing) in gallons	NA
Meter Reading 9/15/18	209,352
Meter Reading 9/15/19	517,929
Water Usage FY2020 (this year's billing) in gallons	308,577
Water overage in excess of 120,000 gallon allotment	188,577
TOTAL Overage Charges	\$4,426.93

The charges include a base fee for usage up to 10,000 gallons per month, for the period from July 1, 2019 through June 30, 2020. In addition, an overage charge for usage in excess of the base amount is also included in this bill. The period used to evaluate overages is from 9/15/18 through 9/15/19.

Remaining Balance: \$5398.93

Note to customer: If your water overage was due to an undetected leak or break in your culinary water system, you may qualify for the Water Overage Forgiveness Program. For more information, contact the Interlaken Town Clerk, interlakenclerk@gmail.com.

Late Payments

Late Payments: Payment is due in full by **May 01, 2020**. If not paid in full by this date, your account is considered past due and subject to interest and a \$25/month late fee.

Delinquent Accounts: If the full payment is not received by **June 1, 2020** the account is considered **Delinquent**. A Notice of Delinquency will be sent to the lot owner.

Discontinued service: If full payment is not received 60 days after a Notice of Delinquency, water service will be discontinued after a 24-hour delinquency notice is hand delivered to the service address. A \$100 disconnection fee and a \$100 reconnection fee will be charged for discontinued service.

Fees and interest: All past due accounts are subject to interest and a \$25/month late fee.

Subject: Re: FY2020 Interlaken Water Billing

Date: Wednesday, March 4, 2020 at 10:24:55 PM Mountain Standard Time

From: DAVID SCHMUTZ

To: Bart Smith

Bart, I apologize for my initial reaction to the receipt our water bill.

Of course we'll submit an application for forgiveness to the Town Council. When he has the opportunity, could you ask the water-master to please give us a current reading and let us know if the meter is currently running?

Thanks Bart

David

On Mar 4, 2020, at 7:22 PM, Bart Smith <interlakenclerk@gmail.com> wrote:

<image001.jpg>

<image002.png>

INVOICE – Interlaken Town Water

M. David & Laura Schmutz
17227 Merlot Pl.
Poway, CA 92064

Invoice Date	Invoice No.	Due Date
04-March-2020	2020-155	01-May-2020
Pay this amount:		\$5,398.93

Customer: Schmutz, M. David S155
Interlaken Lot#: 155

Email: DEESMOOZ@aol.com
Interlaken Address: 350 Bern Way

This is your invoice for the annual fiscal year 2020 Interlaken Town water system charges.

Please make your check out for **\$5,398.93** to **Interlaken Town** and include your **Invoice# 2020-155** and **Lot # 155** on your check. **Full payment is due by May 1, 2020.** Interlaken Town cannot receive payments by cash or credit card – **checks only**. See information below regarding late payments and penalties. Send your **payment check** to: **Interlaken Town, P.O. Box 1256, Midway, UT, 84049.**

Description of Charges	Amount
------------------------	--------

FY2020 Base Water Usage Fee for connected service	\$972.00
FY2020 Water Overage Fee (see details below)	\$4,426.93
Late Fees	
New Owner Transfer Fee	
Previous Payments (Credits)	- \$- 0
TOTAL Water System Charges	\$5,398.93
Water Overage Fee - Details	Amount
Water Usage FY2019 (last year's billing) in gallons	NA
Meter Reading 9/15/18	209,352
Meter Reading 9/15/19	517,929
Water Usage FY2020 (this year's billing) in gallons	308,577
Water overage in excess of 120,000 gallon allotment	188,577
TOTAL Overage Charges	\$4,426.93

The charges include a base fee for usage up to 10,000 gallons per month, for the period from July 1, 2019 through June 30, 2020. In addition, an overage charge for usage in excess of the base amount is also included in this bill. The period used to evaluate overages is from 9/15/18 through 9/15/19.

Remaining Balance: \$5398.93

Note to customer: If your water overage was due to an undetected leak or break in your culinary water system, you may qualify for the Water Overage Forgiveness Program. For more information, contact the Interlaken Town Clerk, interlakenclerk@gmail.com.

Late Payments

Late Payments: Payment is due in full by **May 01, 2020**. If not paid in full by this date, your account is considered past due and subject to interest and a \$25/month late fee.

Delinquent Accounts: If the full payment is not received by **June 1, 2020** the account is considered **Delinquent**. A Notice of Delinquency will be sent to the lot owner.

Discontinued service: If full payment is not received 60 days after a Notice of Delinquency, water service will be discontinued after a 24-hour delinquency notice is hand delivered to the service address. A \$100 disconnection fee and a \$100 reconnection fee will be charged for discontinued service.

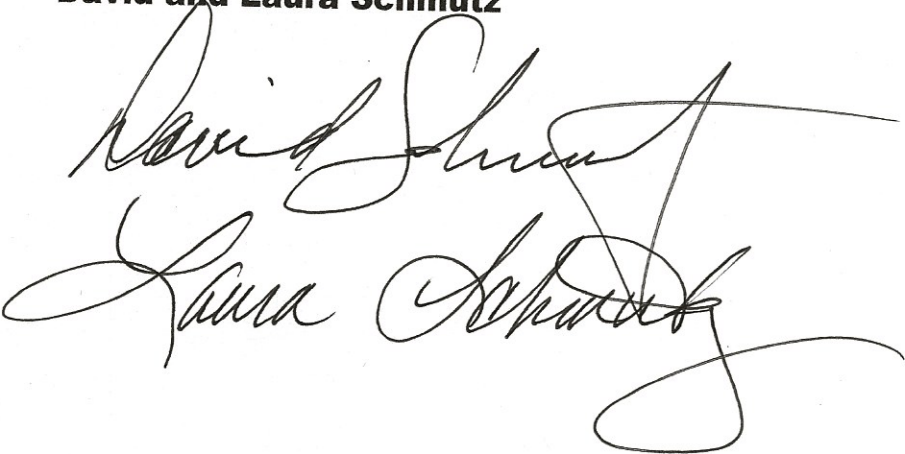
Fees and interest: All past due accounts are subject to interest and a \$25/month late fee.

If you have questions about your billing, please contact Bart Smith, Interlaken Town Clerk
(email: interlakenclerk@gmail.com, phone: (435) 565-3812)

If your mailing address, phone# or email has changed, please send an update to the Town Clerk.

We are open to Council's additional suggestions and respectfully ask their consideration in waiving our 2019-2020 water usage overage charges.

David and Laura Schmutz

Handwritten signatures of David and Laura Schmutz. The signature for David Schmutz is written above the signature for Laura Schmutz. Both signatures are in cursive and are highly stylized.

INTERLAKEN TOWN WATER FOREGIVENESS REQUEST

**Interlaken Town Clerk
PO Box 1256
Midway, UT 84049**

Applicants:

**David and Laura Schmutz
360 Bern Way, Lot 155**

Mailing Address:

**17227 Merlot PI
Poway, CA 92064**

(858) 245-9671

deesmooz@aol.com

Water Leak History:

Laura and I purchased our Bern Way property as our second home in February, 2013. Our primary residence was, and still is, in San Diego, California. We have a large and active family, most of whom live in the San Diego area. We purchased our Bern property with the hope that it would be actively used as a family vacation retreat. Although everyone in the family loves and looks forward to their time in Interlaken, it has not yet been used to the extent that Laura and I had hoped. Hopefully one day it will. In the meantime, I don't believe that it has ever been occupied by the family any more than 15 weeks a year.

Although I haven't been as mindful as I might have been, in hindsight, it appears likely that we have experienced periodic water leaks since we purchased the property, although there was no disclosure of the history of same at the time of our purchase. I can't easily find copies of our old water bills, but on reflection I distinctly remember being puzzled every year over what appeared to be extraordinary water usage, especially given our part time occupancy. Because a large part of our property is irrigated, I attributed it to seasonal irrigation.

As I recall, sometime in the summer of 2017, Bart Smith first alerted us to the fact that it appeared from our extraordinary water usage, that we may have a water leak. We promptly contacted Jason Strader to investigate the issue. Upon investigation, Jason ultimately found two major water leaks in our irrigation and landscape irrigation risers.

At about the same time we consulted with Larry Fagot, who is a certified arborist and landscape architect in Heber, to solicit his suggestions on altering our landscaping to both maintain its natural character, while becoming be more water efficient. He observed that we have a water feature to the west of our home which had become surrounded by large willows (30+ feet) which were competing with, and overgrowing, several pine trees in the area. He also noted that the root system of the willows also appeared to have invaded the pond at the base of the water feature. He advised that willows are high water users and but for the water provided by the pond, they would not naturally occur in that micro-environment. He also advised that because of their heavy water requirements, the nearby pines were struggling to survive. He also observed that the water level in the water feature appeared to be maintained automatically by a water valve in the pond that was fed by the irrigation system resulting in a constant water supply to the willows.

During his investigating for the source of the leaks, Jason found that an irrigation valve station and irrigation riser adjacent to the pond had been broken by the invasion of major tree roots. He repaired and replaced the valve station and removed the riser. He also permanently capped the water pipe feeding the pond and the willows. This repair did not completely resolve the water leak. On further investigation Jason found another leak at the valve station and irrigation riser in a planter area immediately adjacent to the south side of our home, which he repaired. At the cost of \$3,400, Jason succeeded in finding and repairing the leaks. I did have to ask him to return on one subsequent occasion to find and repair a leak at the valve station which he found resulted from a pebble stuck in a valve.

We were not aware of any further water leaks until Bart contacted us sometime during our stay last September-October, 2019. Bart once again advised that it appeared from our extraordinary water usage that we probably had another water leak. By then our landscape irrigation had been turned off for the season. During his call, Bart thankfully suggested that I check our toilets. After checking the water meter and confirming that it was running, I ultimately found that the toilet in our downstairs guest bedroom was running full time. After replacing the flapper in the toilet and upon checking the water meter on several subsequent occasions, this appears to have resolved the water leak. To be safe, before returning to San Diego, I also turned off the water to that toilet. Since returning to San Diego, Bart has also confirmed that the meter is not registering use.

Although my wife loves trees, I am planning to have the willow trees removed this spring. As we've done every spring before turning on the landscape water, I will also ask Brandon Larson to check the irrigation system for leaks. We're also planning to reduce and limit our landscape watering to just those planters and beds immediately adjacent to our home. When were not at our home in Interlaken, Zibber Stockman has always kept an eye on our home. Zibber has agreed, at least temporarily, to regularly monitor our water meter when we're not there.

We are very grateful to Bart for taking his time to alert us to our extraordinary water usage. Being good stewards and good neighbors has always been very important to Laura and I, especially with regards to a critical resource like our limited water supply. For those of us who are not full time residents it is particularly frustrating and unfortunate that there appears to be no proactive way to monitor our water usage. We also acknowledge the practical and budgetary restrictions that our town operates under.

We are open to Council's additional suggestions and respectfully ask their consideration in waiving our 2019-2020 water usage overage charges.

David and Laura Schmutz

16. Guardrail Repair Status

Smith has located a contractor, Travis Browser, who is willing to do the work. Our contact at Geico, Alyssa, is holding the claim until we can get an estimate.

- Email from Travis Browser

Subject: RE: Interlaken Town Guardrail Repair
Date: Sunday, March 29, 2020 at 8:34:33 PM Mountain Daylight Time
From: Travis
To: 'Bart Smith'
Attachments: image004.png, image005.jpg, image006.jpg, image007.jpg

Bart,

Yes I would like to do the work for you. I will work on getting you a bid early this week.

Thanks,

Travis Rowser
Rowser Construction, LLC
Cell 801-376-7267



From: Bart Smith [mailto:interlakenclerk@gmail.com]
Sent: Friday, March 27, 2020 5:36 PM
To: tbrowser@allwest.net
Subject: Interlaken Town Guardrail Repair

Hi Travis –

Just checking in to see if you got my previous email. Our town needs a guardrail repaired. In addition, we are looking for bids to add guardrails to another section of roadway.

Please let me know if your company is interested. Or if not, I'd appreciate a reference for someone who could do the work.

Thanks,

Bart Smith
Interlaken Town Clerk
(435) 565-3812

From: Bart Smith <interlakenclerk@gmail.com>
Date: Tuesday, March 17, 2020 at 11:08 AM
To: "tbrowser@allwest.net" <tbrowser@allwest.net>
Subject: Interlaken Town Guardrail Repair

Hi Travis-

I was given your company's name by TO Engineers.

Last fall, a pickup truck ran into a section of guardrail in our town, near 350 Bern Way (Interlaken Town is just outside of Midway). The crash caused significant damage to the guardrail, which is a W type metal guardrail sunk in the ground with metal posts and concrete footings.

We are looking for a contractor to replace the damaged section of guardrail. Currently we have two Jersey Barriers, on loan from Wasatch County, placed in the shoulder area to protect that corner. I've attached photos of the damaged guardrails and a diagram showing the location of the guardrail section.

Please let me know if you are interested in this project. I can meet with you onsite with you to look at the guardrails.



17.Road and Shoulder Repair Status

No Materials at this time – verbal reports from Chuck and Greg

18.Signage Update

Review the email and estimate from Signarama. Discuss and vote to proceed.

- Email and estimate from Signarama

Subject: FW: Your estimate: EST-6050 revised
Date: Tuesday, March 31, 2020 at 10:57:52 AM Mountain Daylight Time
From: Chuck O'nan
To: Bart Smith
CC: Interlaken Mayor, Justin Hibbard, MARGE BOWEN, 'smonan333@gmail.com'
Attachments: image001.jpg, EST-6050.pdf

Here is the quote from Signarama. Do we want to put this on tomorrows agenda or curb it for Mays meeting?
C

From: Lisa Coleman <lisa@signarama-wb.com>
Sent: Tuesday, March 31, 2020 10:42 AM
To: Chuck O'nan <conan@promontoryclub.com>
Subject: Your estimate: EST-6050 revised

Chuck,

Your revised estimate with estimate number: EST-6050 is attached.

The shortest length for that type of pole is 12'. We can cut them. You will need to let me know which ones, maybe all.

Thanks for your patience. We have furloughed most of our employees and hadn't had a chance to get to this as soon as we had liked. We are here though and working via phone calls and emails with curbside pick up. Stay healthy!

Please feel free to contact us if you have any additional questions or would like to proceed.

Thanks,
Wasatch Back Signarama
||



298 South Center
Midway, UT 84049
(435) 654-5965

ESTIMATE

EST-6050

signarama-wb.com

Payment Terms: Cash Customer

Created Date: 2/27/2020

DESCRIPTION: Various signs

Bill To: Interlaken Town
P.O. Box 1256
Midway, UT 84049
US

Pickup At: Wasatch Back Signarama
298 South Center
Midway, UT 84049
US

Requested By: Chuck O'nan
Email: conan@promontoryclub.com
Work Phone: (435) 731-0989
Cell Phone: (435) 731-0989

Salesperson: Brandi Muhlestein
Email: info@signarama-wb.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	No Hunting signs	2	\$115.75	\$231.50
1.1	Aluminum White .080" - blank Part Qty: 1 Width: 24.00" Height: 18.00" Sides: 1			
1.2	Vinyl - Intermediate Digitally Printed - print Part Qty: 1 Width: 24.00" Height: 18.00" Text: No Hunting			
2	Extreme Fire Danger	2	\$115.75	\$231.50
2.1	Aluminum White .080" - blank Part Qty: 1 Width: 18.00" Height: 24.00" Sides: 1			
2.2	Vinyl - Intermediate Digitally Printed - print Part Qty: 1 Width: 18.00" Height: 24.00" Text: Extreme Fire Danger No Fireworks No Open Flames \$1000 Fine			
3	Blind curve and speed limit signs - REFLECTIVE	2	\$142.75	\$285.50

3.1	Aluminum White .080" - blank Part Qty: 1 Width: 18.00" Height: 24.00" Sides: 1			
3.2	Vinyl - DP Reflective - print Part Qty: 1 Width: 18.00" Height: 24.00" Text: Extreme Blind Curve Ahead 10 mph arrow			
4	2" x 2" 12' Galv. Post & w/Sleeve anchor	3	\$135.3167	\$405.95
4.1	2" x 2" 12' Galvanized post w/sleeve anchor - Part Qty: 1			
5	STOP sign - 30" HI	1	\$67.50	\$67.50
5.1	Aluminum White .080" - 30" HI stop sign, .080 Part Qty: 1 Width: 30.00" Height: 30.00" Sides: 1			
6	installation; approx.	1	\$297.50	\$297.50
6.1	Installation - - # of Hours: 3.5			

Subtotal:	\$1,519.45
Taxes:	\$0.00
Grand Total:	\$1,519.45

All orders require a payment of half down to start production. Final payment is due on completion of install.

This estimate is good for 30 days.

Signature: _____ **Date:** _____

Formerly CRC deSIGN

19. Water System and Road Improvement Grants Status

No materials – verbal report from Marge

20. Planning Commission – Report and Building Status, Code Revisions, Felt Variance Application

Susanna Littel will present the PC report and discuss it with council.

- Planning Commission Report, March 14, 2020

Additional topics for discussion – Code revision status, Felt Variance Request. Rich Miller suggests that they do a lot line adjustment, and swap equal area triangles with their neighbor.

- Felt Lot Line adjustment proposal email and map

Interlaken Town Building Permit & Grading Permit Projects & Status Update

New Town Engineer on Contract – T-O Engineers (Contact Ryan Taylor, P.E., Project Mgr.), 2211 W 3000 S Suite B, Heber, UT 84032, 435-315-3168

Lot #	Project Address/ Owner	Project Type & Project #	Permit Fees & Deposits Paid	Permit Issued	Project Status Update	Requires Town Clerk Assistance (i.e., Check on Fee & Deposit payments, Outstanding TO/Epic Invoice Status Payment, etc.)?	CO Issued	Comments
112	324 W. Burn Way - Daines Property	New Residence (Epic # 18IKB001)	Yes	Yes	Project progressing and near completion. Owner Contacted Epic to schedule their final inspection.			Ready for Final Inspection on 3/16/20. The customer must address noncompliant lighting an NE side of property (on deck) prior to CO issuance.
115	330 W. Burn Way - Howard Property	New Residence (Epic # 16IKB002)	Yes	Yes	Ongoing. Contractors were identified to be working on project in March.			
198	253 Interlaken Dr - H.M. Ball Property	New Residence (Epic # 19IKB003)	Yes	Yes	Project progressing.			
129	33 Interlaken Dr. - Chris Wilcox Property.	New Residence (Epic# 19IKB002)	Yes	Yes	Project progressing. Inspection that have been completed by Epic are: Pre-Construction, Temp Power, Footing & Foundation, SWPPP, & Admin. Epic paid and TO will take over this project moving forward. TO to estimate remaining fees for their inspection and submit this to town. If estimated fees > curent paid fees, then town will request additional fee payment by Owner.	1) Recent Road Pavement Repair was operformd by the Contractor. Need to monitor this for theduration of the projetc.		PC to review 2 issues: 1) concrete washout (non-compliance) issue as soon as the snow melts; 2) slight road damage at edge of pavement next to property.
29	308 Interlaken Dr. - McNaughton/Beebe	Remodel Project (Epic # 19IKB004)	Yes	Yes	COMPLETED	Verified	Yes (by Epic)	Has Outstanding \$500 Fee that requires payment. CO Issied on 1/20/2020 by Epic
161	252 Interlaken Dr. - Nick Penman	Remodel Project Epic # 19IKB005	Yes	Yes	Customer is requesting a CO, & have scheduled the final inspection with Dave Colette/ Epic. Once Final inspection is performed, Epic will invoice Town & Issue the CO.			Epic to complete remaining CO inspection.

Lot #	Project Address/ Owner	Project Type & Project #	Permit Fees & Deposits Paid	Permit Issued	Project Status Update	Requires Town Clerk Assistance (i.e., Check on Fee & Deposit payments, Outstanding TO/Epic Invoice Status Payment, etc.)?	CO Issued	Comments
39	275 St. Moritz Rd. Mason Osborne	Remodel Project (Epic # 19IKB007)	Yes	Yes	Progressing. Epic has performed the following inspections: footings, foundation, SWPP, and Admin.			Epic paid in full. TO will take over all remaining inspections & will calculate what their cost will be for remaining inspections. Since the customer has a positive Fees balance, we will wait to receive TO's estimated inspection fees before requesting any additional fees be paid by the owner.
172	355 Bern Way Ekstrom Project	Pavement & Landscaping Project (Epic #19IKB006)	Yes	Yes	Progressing - Final Inspection planned for March		N/A	No CO is required for pavement/Landscaping projects). Epic stated that the \$750 balance was paid at last Interlaken payment, and they show no outstanding balance.
65	315 Jungfrau Rd. John Barton	Deck Extension & Carport Project (Epic# 19IKB009)	NO	NO	Epic Performed (\$800) Plan Review, and (\$375) Footing & Foundation Inspection. Barton to Pay \$1,175 for Epic services performed. TO estimated that the remaining inspections required (to be performed by them moving forward) will be \$300. Once Barton pays the \$1175 + \$300 (to Town), Epic will issue the building Permit and TO will proceed with the remaining inspections required for this project.			
111	259 Matterhorn Cir. Kevin Parsons	New Residence (Project # to be issued by TO Engineers)	??	NO	Owner submitted Revised Drawing (Retaining Wall Details) & Geotechnical Report with Hazard Analysis < 3 Years Old. Waiting on final drawing revision to address excess retaining wall height.	Verify Permit Fees & Deposits been paid.		PC Sent 2nd Plan Review Comments to the Architect on 2/10/2020 (for 2 nd Drawing Submission). Only 1 outstanding comment apply.

Subject: Felt Variance
Date: Saturday, March 28, 2020 at 5:08:39 PM Mountain Daylight Time
From: Chas Felt
To: Interlaken Clerk
CC: Felt, Kathy J, Stephen & Mary Spears
Attachments: Adjust Property Line Suggestion.pdf

Bart,

Thanks for the review and recommendation. We would like to do the lot-line adjustment with our neighbor and do have their buy-in. We believe this would also require the city to agree as our property is also adjacent to the open or common area that is above all of the lots on Luzern.

What is the process to document the lot-line adjustment?

What is the process to post the missing stake to identify the lot-line for the future?

To make our property to be in compliance with all of the Interlaken codes it will require moving our northwest corner up the hill a significant distance. (See blue lines drawn on the attached pdf.) We could also move our southwest stake up the hill as well and then the northwest stake wouldn't need to go so far up the hill. (See orange lines drawn on the same attached pdf)

Look forward to hearing your thoughts on redefining the property lines. We recommend moving both corners up the hill as the distances would then be closer to the original plot maps when the property was purchased.

Thank you,

Chas and Kathy Felt

Hi Kathy and Charles-

From an initial review of your application, it has been suggested that your best option may be to secure a lot line adjustment from your neighbor in order to proceed with your building plans. This is because of the strictly enforced 5 criteria set forth by the Utah state guidelines. You may not have enough evidence to support your request based on that criteria. There is a precedent for approving lot line adjustments in town, and if your neighbor is agreeable, I recommend this approach. Let me know if you have any further questions. Just to verify, your variance request has not received a full review, or a public hearing as required by the state. So no decision has been made in that regard. You may continue to pursue this option. This is strictly a recommendation, and I'm happy to discuss this in more detail if you wish. I won't proceed further with the variance application unless you

let me know that's the approach you want to pursue.

Thanks for your patience,

Bart Smith

Interlaken Town Clerk

(435) 565-3812

From: "Miller: Richard & Verionca S168 Grp B" <richm@greatlender.com>

Date: Thursday, March 19, 2020 at 2:55 PM

To: Bart Smith <interlakenclerk@gmail.com>

Cc: Interlaken Mayor <interlaken.mayor@gmail.com>

Subject: Road Repairs and Felt's Variance

Greg/Bart,

Felt's- In thinking through the Felt's plan, if the town has already set a precedent by allowing a lot line adjustment, then the Felt's should know that is a viable option open to them. They could trade off an equal amount of land in another area to their neighbors, that don't appear to be concerned about the encroachment. I am still willing to do the variance request, but it will have to meet the 5 criteria set forth by the Utah state guidelines for such a request. After reading how they addressed the criteria, I am not sure if there will be enough evidence.

Road Repairs- Looks like a lot of repairs are in the process and much needed. The road is crumbling where my steps meet the road and on top of that I have a snake den under there and would like to cut out a 5' X 5' section and fill it in. I am not sure if this is an Interlaken road section as the former owners way back when, created paved parking area adjacent to the designated road. I am willing to pay and get a bid done for this area, so I would like to know who you guys are going to get to do the town roads. I had already contacted Top Job about doing my job, but I am thinking if I jump on whoever you guys use it will probably be cheaper.

In addition to the snake den, they also migrate and congregate in my water meter well. We have lived with it for 6 Years but it is a bit unnerving to be greeted by 6' gopher snakes (7 of them last year) and a number of 4' Mormon racers. They den together for some reason.

Please let me know.

Thanks,

Rich

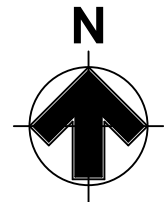
Richard J. Miller, Senior Loan Officer, NMLS #234159



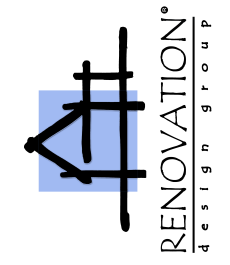
KATHY & CHAS FELT	
370 LUZERN ROAD	
MIDWAY, UT 84049	
LOT 139, INTERLAKEN EST. #3 (0.76 ACRES)	
PARCEL No. 00-0001-1655	
ZONING - INTERLAKEN CITY	
R-1	
FRONT YARD	BLOCKFACE
SIDE YARD (1)	10'-0"
SIDE YARD (2)	10'-0"
REAR YARD	30'-0"
MAX. BUILDING HEIGHT	35'-0"

SITE PLAN LEGEND	
---	PROPERTY LINE
- - -	BUILDING SETBACK
□	FENCE
(W)	WATER METER
- W -	WATER LINE
[E]	ELECTRICAL METER
- E -	ELECTRICAL SERVICE LINE
(G)	GAS METER
- G -	NATURAL GAS LINE
→	DIRECTION OF SLOPE
⊙	A/C CONDENSER UNIT
⊕	CENTER LINE OF STREET
[Brick]	EXISTING ROOF CONSTRUCTION
[Brick]	PROPOSED ROOF CONSTRUCTION
[Hatched]	FOUR FOOT (4') SETBACK BUFFER

- GENERAL NOTES**
1. THIS IS NOT A SURVEY, FIELD VERIFY ALL SITE CONDITIONS AND IMMEDIATELY NOTIFY THE ARCHITECT REGARDING ACTUAL CONDITIONS AT THE SITE WHICH ARE NOT PER THE DRAWINGS
 2. OWNER TO VERIFY PROPER LOCATION OF PROPERTY LINES AND MAIN BUILDING SET BACKS WITH BOUNDARY SURVEY
 3. CALL 811 BEFORE YOU DIG, IT'S FREE & IT'S THE LAW or 1-800-662-4111, DIRECT AT 801-208-2100 SALT LAKE METRO AREA



824 South 400 West,
Suite B123
Salt Lake City, UT 84101
Office: 801.533.5331
www.rdgslc.com



KATHY & CHAS FELT
REMODEL & ADDITION
370 LUZERN ROAD
MIDWAY UT 84049

ARCHITECT: AVS
DRAWN BY: LH

SITE PLAN -
SCHEME A

A1

3/16/2020

NOTE: SCHEMATIC DESIGN ONLY - NOT FOR CONSTRUCTION

21. Previous Action Items and Updates

Discussion Topics:

- Midco Tank Cleaning – Water masters are scheduling for this spring summer. Cost estimate is \$2,798 with full report and DVD. See attached Estimate.
- Wilcox road damage repair – repair work was completed and paid for by the contractor.
- State Park Lease – our lease runs until 22-May-23. See attached email
- 2015 Guardrail report by Jack Brauer – it can't be found.

22. Other Business – No materials available

23. Council Comments – No materials available

24. Adjournment

Interlaken Mutual Water
Attn: Trent Davis
PO Box 863
Midway, UT 84049

RE: 2020 Tank Maintenance Project

Thank you for choosing Midco Diving & Marine Services, Inc. – a proud member and supporter of Rural Water Association of Utah (RWAU). We are pleased to provide the following proposal to perform the scope of work outlined below.

All diving operations are fully insured for “**Commercial Diving Operations**” including: General Liability, Workman’s Compensation, Hull Machinery, Protection and Indemnity, Pollution Liability, Maritime Employers Liability, Contractor’s Pollution, Automotive Liability, U.S.L.H. and Umbrella/Excess Liability/Bumbershoot. **Verifiable Certificates of Insurance with Current Limits** are available upon request. Midco Diving & Marine Services, Inc. is in full compliance with OSHA 29 CFR 1910, Subpart T - Commercial Diving Operations regulations. OSHA specifies that the minimum acceptable dive crew size is three qualified divers. Not all firms are complying with this mandate and continue to use two-person dive crews or unqualified personnel; please be aware of this when evaluating our proposal. Current diver and equipment certifications will be available on site for review.

- Diver training – from accredited commercial dive school (each dive team member)**
- Current First Aid/CPR training (each dive team member)**
- Annual medical examination determining diver is fit to perform assigned tasks (each dive team member)**
- Air purity test for breathing air source(s) – tested every 6 months**
- Breathing gas supply hoses – tested at least annually to 1.5 times their working pressure**
- Depth gauges – calibrated every 6 months**

TANK DESCRIPTION

Tank	Capacity	Dimensions	Type
Tank 1	400,000 Gallons	20’ High x 58’ Diameter	Concrete Below Grade

Inspection

An inspection with a live video recording in DVD format will be made documenting the findings in the tank. Inspection procedures include:

- Inlet / Outlet
- Overflow
- Roof and Roof Hatch
- Walls and Floors
- Baffles / Support Walls
- Interior Ladders
- Roof Vents
- Exterior Ladder & Rails
- Sumps
- Internal Plumbing
- Joints and Seams
- Interior Coatings
- Exterior Coatings
- Telemetry
- Sediment Depths

Cleaning

Midco will remove up to three inches (**3”**) of accumulated material from the storage tank floor using underwater vacuum procedures as needed. Material(s) that cannot be removed by normal vacuum procedures or material(s) in excess of three inches (3”) will be removed for an additional charge with a firm price given while on site. Material such as sand, gravel and concrete are considered debris and will be removed by hand **at an additional charge**. All discharged materials including water are the responsibility of the owner unless prior arrangements are made.

Potable Water Operations – All Midco divers and associated in tank equipment are fully disinfected in accordance with ANSI/AWWA Standard C652-11. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving & Confined Space; including 1910.401 – 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA climbing and personal fall protection, AWWA and ADCI approved commercial diving equipment dedicated to in-service potable water operations.



800-479-1558 (P)
800-238-0217 (F)
www.midcodiving.com
info@midcodiving.com



Cleaning & Inspection Pricing (Including Inspection DVD) \$2,598.00

Additional Services

- EPA or State Report \$100.00 Each**
- Full Written Report with EPA or State Report \$200.00 Each**

Pricing above does not include Local, State or Franchise Taxes – if any.

This proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of Client and Midco hereby represent and certify that they are fully empowered to bind the respective parties to this Contract. This proposal is valid for Thirty Days (30). **Terms are net 10 days from completed on site work**; interest accrues at 1.5% per month on any unpaid balance. Any fees required to obtain a city business license or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note the above pricing does not include contract review, comprehensive dive plans, additional insurance requirements or any repair work unless stated with the above pricing.

To expedite your project please be aware of the following:

- Utility personnel must have tank(s) full to overflow and in service prior to crew arrival.
- Access into reservoirs are sufficient for safe diver entry and exit with no obstructions – minimum of 24”.
- Working with our scheduling department to complete the project in timely and proficient manner which includes potentially working over a weekend.
- It will be the responsibility of the utility to notify antenna operator and or owners prior to arrival for proper lockout of all antennas, RF devices (Radio Frequency Antennas) and EME sources (Electromagnetic Energy) that will interfere with Midco team safety and access to water reservoirs.

This quotation has been prepared exclusively for your firm. The contents of this quotation are considered confidential and are not to be divulged to third parties. This quotation has been prepared using information provided by your firm/utility. Incorrect or inaccurate information used for estimate purposes or that delays progress could influence your final price. Interruptions in the work progression, not in control of Midco Diving & Marine Services, Inc., such as, weather or other delays may also affect your final pricing. If Midco Diving & Marine Services, Inc is unable to complete the work as described above due to lack of weekend access, tank access, water levels, safety issues, etc. a nominal trip charge and/or standby fee will be added. Please note, it is the utilities responsibility to test and maintain for water quality.

All Midco Diving quotes are subject to availability of personnel and equipment; upon approval, please sign return by fax, email or mail to Midco Diving & Marine Services, Inc.

Interlaken Mutual Water
PO Box 863
Midway, UT 84049

Midco Diving & Marine Services, Inc.
PO Box 513
Rapid City, SD. 57709
P: (800) 479-1558
F: (800) 238-0217

I have read, understand and agree to the terms of this proposal:

By: _____

By: *Chris Bonar*

Title: _____

Title: Regional Manager

Date: _____

Date: March 23, 2020



800-479-1558 (P)
800-238-0217 (F)
www.midcodiving.com
info@midcodiving.com



Subject: Water Tank Easement
Date: Monday, March 16, 2020 at 4:58:49 PM Mountain Daylight Time
From: Bart Smith
To: O'Nan: Chuck S181 Grp B, Sue Onan, Bowen: Marge S175 Grp A, Greg Harrigan, Justin Hibbard
Attachments: image001.png

Hi All-

I dug up our agreement with Wasatch Mountain State Park. The easement document was signed on 22-May-2003 and expires in 20 years, on 22-May-2023.

Here is the language regarding the terms and options:

- 2. Term of the Easement and Options. The post construction term easement granted herein shall terminate twenty years (20) from the date of signing of this Agreement, but can be extended for successive ten (10) year terms based on the then-current value assessment, needs and condition of the State Park at that time, and needs of the grantee. The Division grants no perpetual easements over LWCF and State Park properties. The easement granted herein may be terminated at any time upon mutual written consent of the parties. The cost of the 20-year easement will be \$20,000 for the twenty-year term. Subsequent fees will be calculated based on a value and utility assessment by the Division, with fees established by the Board of State Parks.**

We have 3 years remaining on the agreement. Do you want me to begin reaching out to renegotiate another easement? Or should we wait?

FYI – we paid \$1,000 per year for the old easement.

You can view the complete document using your dropbox login – I placed a copy in the transfer folder, in the Misc Files for Council subfolder.

Bart Smith
Interlaken Town Clerk
(435) 565-3812