

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
1	<b>General Fund (checking)</b>			
2				
3	<b>General Fund Revenue</b>			
5	Assessment Revenue (prior to FY2018)	\$0	\$0	\$0
5a	Annual Road Tax Assessment - Wasatch Cty	\$73,860	\$77,625	\$74,434
6	Prior Year Assessments	\$0	\$750	\$0
7	Late Fees - Assessments (prior to FY2018)	\$225	\$75	\$0
7a	Water Overage charges collected by assessment (Prior to FY2018)	\$0	\$0	\$0
8	1% State Sales Tax (estimate)	\$17,000	\$20,226	\$20,226
10	Interest Income	\$30	\$33	\$33
11	Revenue from BHR Settlement	\$10,000	\$0	\$0
12	New Owner Transfer Fees	\$400	\$400	\$400
13	B&C Road Tax (estimate)	\$18,000	\$18,408	\$18,408
14	Building App & Inspection Fees	\$0	\$849	\$0
16	<b>Total General Fund Revenue:</b>	<b>\$119,515</b>	<b>\$118,366</b>	<b>\$113,501</b>
17				
18	<b>Transfers into General Fund</b>			
19	Transfer from Building Fund (Application Fees for admin costs)	\$2,200	\$750	\$700
20	Transfer from Water Revenue Fund (50% of admin. expenses)	\$30,550	\$150	\$30,550
21	Transfer from Transportation Reserve Fund for Capital expenses	\$101,000	\$101,000	\$0
22				
23	<b>Transfers out of General Fund</b>			
24	<b>Transfers into Water Revenue Fund</b>			
25	Annual Assessment portion for water system	\$0	\$0	\$0
26	<b>Transfers into Transportation Reserve Fund</b>			
28	Transfer of B&C Road Tax to Transportation Reserve Fund	(\$18,000)	(\$9,625)	(\$18,408)
28a	Net Settlement - Attorney fees for BHR	\$0	\$0	\$0
29	Transfer to Transportation Reserve Fund for Capital Improvements	(\$25,000)	(\$25,000)	\$0
29a	<b>Transfers into Water System Reserves Fund</b>			
30	<b>Transfers into Building Fund</b>			
30a	<b>Transfers into Bond Sinking Fund</b>			
31	<b>Total Net General Fund Transfers:</b>	<b>\$84,750</b>	<b>\$61,125</b>	<b>\$6,842</b>
32				

Interlaken Town Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
33	<b>General Fund - continued</b>			
34				
35	<b>General Fund Expenses</b>			
36	<b>Administrative Expenses</b>			
37	Commission, Committee, Council Mtg Expenses	(\$1,000)	(\$1,028)	(\$1,200)
38	Town Clerk & Webmaster	(\$18,000)	(\$15,238)	(\$20,000)
39a	Association Memberships	(\$461)	(\$489)	(\$489)
40	Web Hosting Expense (annual WIX, GoDaddy)	(\$149)	(\$149)	(\$149)
40a	Town Council Equipment & Supplies	(\$950)	(\$1,087)	(\$400)
41	Meeting Advertising	(\$500)	(\$628)	(\$650)
42	Bookkeeping and Accounting	(\$7,700)	(\$6,844)	(\$8,000)
43	Bank Charges	\$0	\$0	\$0
44	Town Attorney	(\$40,000)	(\$15,282)	(\$25,000)
44a	Attorney fees for BHR settlement	(\$10,000)	(\$6,346)	\$0
45	Wasatch County Enforcement	(\$5,000)	\$0	
45a	Animal Control through Interlocal Agreement w/ Heber City	(\$2,000)	\$0	(\$1,500)
45b	Municipal Election Balloting & Noticing	(\$300)	\$0	\$0
46	Misc. Admin. Expenses	\$0	(\$606)	\$0
47	Insurance	(\$4,039)	(\$546)	(\$4,039)
48	Office Supplies (postage + supplies)	(\$1,000)	(\$382)	(\$500)
49	Building Inspector			
51	Additional Consulting Fees (Codifiers, etc.)	(\$10,000)	\$0	(\$5,000)
51a	Water Master & Asst Payroll taxes			
52	<b>Total Administrative Expenses:</b>	(\$101,099)	(\$48,625)	(\$66,927)
53				
54	<b>Annual Road Maintenance Expenses from General Fund</b>			
55	Annual Road Repair & Maintenance	(\$7,500)	(\$9,722)	(\$10,000)
56	Additional Contract Services	(\$1,100)	(\$1,512)	(\$2,500)
56a	Road Signage	(\$1,100)	(\$418)	(\$1,000)
57	Contract Service (Snow Removal)	(\$37,200)	(\$31,000)	(\$37,200)
58	Supplies - Salt, Sand, etc	(\$3,400)	(\$1,700)	(\$3,400)
59	<b>Annual Road Capital Expenses</b>			
60	Capital Repairs, Maintenance & Improvements	(\$101,000)	(\$82,605)	\$0
61	<b>Total Road Maintenance and Capital Expenses:</b>	(\$151,300)	(\$126,957)	(\$54,100)
62				
65	<b>Total General Fund Expenses:</b>	(\$252,399)	(\$175,582)	(\$121,027)
66				
67	<b>Increase/Decrease in General Fund Balance</b>	(\$48,134)	\$3,909	(\$684)
68				

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
70	<b>Transportation Reserve Fund (savings)</b>			
71				
72	<b>Transportation Reserve Fund Revenue</b>			
73	Estimated Interest	\$115	\$64	\$100
74	<b>Total Transportation Reserve Fund Revenue:</b>	<b>\$115</b>	<b>\$64</b>	<b>\$100</b>
75				
76	<b>Transfers into Transportation Reserve Fund</b>			
77	Transfer from General Fund of B&C Road Tax to Trans. Reserve Capital F	\$18,000	\$9,625	\$18,408
77a	Trfr from General Fund - Net Settlement minus Attorney fees for BHR	\$0	\$0	\$0
78	Transfer from General Fund to Transportation Reserve Capital Fund	\$25,000	\$25,000	\$0
80	Transfer from Building Fund of Road Impact Fee	\$9,100	\$3,750	\$5,000
80a	Transfer from Water Revenue Fund (correction)			
81				
82	<b>Transfers out of Transportation Reserve Fund</b>			
83	Transfer to General Fund for Transportation Capital Expenses	(\$101,000)	(\$101,000)	<b>\$0</b>
84	<b>Total Net Transportation Reserve Fund Transfers:</b>	<b>(\$48,900)</b>	<b>(\$62,625)</b>	<b>\$23,408</b>
85				
86	<b>Incr/Decr in Transportation Reserve Fund Balance</b>	<b>(\$48,785)</b>	<b>(\$62,561)</b>	<b>\$23,508</b>
87				

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
88	<b>Water Revenue Fund (checking)</b>			
89				
90	<b>Water Revenue Fund Revenue</b>			
92	Annual Water Utility Base Usage Fee	\$157,721	\$146,896	\$157,721
93	Interest Income	\$7	\$36	\$36
94	IMWC Insurance Policy Reimbursements			
95	Charge for Services: Metered Water (overages)	\$7,500	\$7,821	\$8,000
95a	Water Connect Fee (Direct Deposit)		\$998	
95b	Water Billing Late Fees		\$300	\$250
95c	New Owner Transfer Fees		\$150	
96	<b>Total Water Revenue Fund Revenue:</b>	\$165,228	\$156,201	\$166,007
97				
98	<b>Transfers into Water Revenue Fund</b>			
99	Transfer from General Fund for Annual Assessment portion for water	\$0	\$0	\$0
100	Transfer from Building Fund (Water Connect Fees)	\$600	\$200	\$400
101	Transfer from Bond Sinking Fund for current year Water Bond paym	\$77,732	\$78,121	\$78,121
102	Transfer from Water Reserve Fund		\$10,000	
102a	Transfer from General Fund to include above transfers			
103				
104	<b>Transfers out of Water Revenue Fund</b>			
105	Transfer to Water System Reserve Capital Fund	(\$7,770)	\$0	(\$7,770)
106	Transfer to General Fund		(\$150)	
107	Transfer to Bond Sinking Fund	(\$77,732)	\$0	(\$78,121)
108	Transfer to Water System Capital Facilities Replacement Reserve Acct			
109	Transfer to General Fund for 50% of Administrative expenses	(\$30,550)	\$0	(\$30,550)
109a	Transfer to Transportation Reserve Fund			
110	<b>Total Net Water Revenue Fund Transfers:</b>	(\$37,720)	\$88,171	(\$37,920)
111				

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
111a	<b>Water Revenue Fund - continued</b>			
111b				
112	<b>Water Revenue Fund Expenses</b>			
113	<b>Bond Payment</b>			
114	Water Bond Payment, due annually in January	(\$77,732)	(\$78,121)	(\$78,121)
115	<b>Operating Expenses</b>			
116	Payroll - Water Master & Asst Water Master	(\$16,800)	(\$11,812)	(\$16,800)
117	Meter Repair/Re, Water System Equipment, Supplies	(\$4,700)	(\$6,353)	(\$8,000)
118	Chemicals & Monitoring	(\$2,300)	(\$629)	(\$3,000)
119	Telemetry System Operating Costs	(\$1,127)	(\$1,127)	(\$1,127)
120	Water Share Fee, Education, etc.	(\$800)	(\$375)	(\$375)
121	Gas Heat	(\$350)	(\$447)	(\$500)
122	Electricity	(\$6,000)	(\$5,128)	(\$6,000)
123	Payroll Taxes - Water Master & Asst Water Master	(\$3,200)	(\$796)	(\$1,400)
123a	Workman's Comp Insurance for Water Master & Asst.	(\$492)	(\$1,069)	(\$1,069)
123b	Misc. Water Expenses		(\$40)	(\$40)
124	<b>Repair and Maintenance</b>			
125	Tank Cleaning (Midco)			
126	Pump Replacements, Telemetry System Upgrades	(\$8,400)	(\$8,305)	(\$5,000)
126a	General Maintenance & Repair	(\$5,000)	(\$1,214)	(\$5,000)
127	<b>Total Water Revenue Expenses:</b>	(\$126,901)	(\$115,416)	(\$126,432)
128				
129	<b>Increase/Decrease in Water Revenue Fund Balance</b>	\$607	\$128,956	\$1,655

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
130				
131	<b>Water Bond Sinking Fund (money market)</b>			
132				
133	<b>Water Bond Sinking Fund Revenue</b>			
134	Estimated Interest	\$173	\$158	\$173
135	<b>Total Water Bond Sinking Fund Revenue:</b>	<b>\$173</b>	<b>\$158</b>	<b>\$173</b>
136				
137	<b>Transfers into Water Bond Sinking Fund</b>			
138	Transfer from Water Revenue Fund	\$77,732	<b>\$0</b>	\$78,121
138a	Transfer from General Fund			
139				
140	<b>Transfers out of Water Bond Sinking Fund</b>			
141	Transfer to Water Revenue Fund to pay current year bond	(\$77,732)	(\$78,121)	(\$78,121)
142	<b>Total Net Water Bond Sinking Fund Transfers:</b>	<b>\$0</b>	<b>(\$78,121)</b>	<b>\$0</b>
143				
144	<b>Increase/Decrease in Water Revenue Bond Sinking Fund Balance</b>	<b>\$173</b>	<b>(\$77,963)</b>	<b>\$173</b>
145				

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
146	<b>Water Reserve Fund (savings)</b>			
147				
148	<b>Water Reserve Fund Revenue</b>			
149	Interest Income	\$223	\$245	\$250
150	Annual Assessments			
151	<b>Total Water Reserve Fund Revenue:</b>	<b>\$223</b>	<b>\$245</b>	<b>\$250</b>
152				
153	<b>Transfers into Water Reserve Fund</b>			
154	Trfr from Water Revenue Fund to Capital Facilities Replacement Reserves	\$7,770	<b>\$0</b>	\$7,770
158a	Trfr from General Fund	\$0	<b>\$0</b>	\$0
159				
160	<b>Transfers out of Water Reserve Fund</b>			
161	Water System Reserve Fund to Water Revenue Fund	\$0	<b>(\$10,000)</b>	\$0
162	<b>Total Net Water Reserve Fund Transfers:</b>	<b>\$7,770</b>	<b>(\$10,000)</b>	<b>\$7,770</b>
163				
164	<b>Increase/Decrease in Water Reserve Fund Balance</b>	<b>\$7,993</b>	<b>(\$9,755)</b>	<b>\$8,020</b>
165				

InterlakenTown Budget  
Fiscal Year Ending 6/30/19

		7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
166	<b>Building Fund (checking)</b>			
167				
168	<b>Building Fund Revenue</b>			
168a	Interest Income	\$7	\$9	\$10
169	Building Application Fees (\$350 to \$500 per project)	\$2,200	\$750	\$700
170	Water Connect Fees (\$200 per project)	\$600	\$200	\$400
171	Road Impact Fees (\$2,500 per project)	\$9,100	\$3,750	\$5,000
172	Damage Deposits (\$2,500 per project, refundable)	\$12,500	\$7,500	\$5,000
173	Completion Deposits (\$1,500 per project, refundable)	\$4,500	\$4,500	\$3,000
173a	Plan Review & Inspections (Town Engineer)	\$13,600	\$9,808	\$10,000
173b	Variance Application Fees	\$500	\$0	\$500
174	<b>Total Building Fund Revenue:</b>	<b>\$43,007</b>	<b>\$26,517</b>	<b>\$24,610</b>
175				
176	<b>Transfers into Building Fund</b>			
177	Transfer from General Fund	\$6,000	\$6,150	\$6,000
178				
179	<b>Transfers out of Building Fund</b>			
180	Transfer to General Fund (App Fees \$350 to \$500/project))	(\$2,200)	(\$750)	(\$700)
181	Transfer to Water Revenue Fund (Water Connect Fees \$200/project)	(\$600)	(\$200)	(\$400)
182	Transfer to Transportation Reserve Fund (Road Impact Fees \$2500)	(\$9,100)	(\$3,750)	(\$5,000)
183	<b>Total Net Building Fund Transfers:</b>	<b>(\$5,900)</b>	<b>\$1,450</b>	<b>(\$100)</b>
184				
185	<b>Building Fund Expenses</b>			
187	Refunds of Damage Deposits	(\$7,500)	(\$7,500)	(\$7,500)
188	Refunds of Completion Deposits	(\$4,500)	(\$4,500)	(\$4,500)
188a	Plan Review & Inspections (Town Engineer)	(\$13,600)	(\$8,899)	(\$10,000)
188b	Additional Contractual Services (Town Engineer)	(\$10,000)	\$0	(\$10,000)
189	<b>Total Building Fund Expenses:</b>	<b>(\$35,600)</b>	<b>(\$20,899)</b>	<b>(\$32,000)</b>
190				
191	<b>Increase/Decrease in Building Fund Balance</b>	<b>\$1,507</b>	<b>\$7,068</b>	<b>(\$7,490)</b>
192				
193				



InterlakenTown Budget  
Fiscal Year Ending 6/30/19

					7/1/17-6/30/18 FY2018 Budget (Approved)	7/1/17-5/31/18 FY2018 Budget Actual	7/1/18-6/30/19 FY2019 Budget (TENTATIVE)
194							
195				<b>Fiscal Year Net Increase/Decrease for all Funds</b>			
196							
197					7/1/17-6/30/18 FY2018 (12/11/17)	7/1/17-5/31/18 FY2018 Not Complete	7/1/17-6/30/18 FY2018 (8/7/17)
198				<b>Fund Name</b>	<b>Amended</b>	<b>Actual</b>	<b>Tentative</b>
199				General Fund (checking)	(\$48,134)	\$3,909	(\$684)
200				Transportation Reserve Fund (savings)	(\$48,785)	(\$62,561)	\$23,508
201				Water Revenue Fund (checking)	\$607	\$128,956	\$1,655
202				Water Bond Sinking Fund (money market)	\$173	(\$77,963)	\$173
203				Water Reserve Fund (savings)	\$7,993	(\$9,755)	\$8,020
204				Building Fund (checking)	\$1,507	\$7,068	(\$7,490)
205				<b>Total Fiscal Year Increase/Decrease</b>	(\$86,639)	(\$10,346)	\$25,182
206							
207				<b>Fiscal Year Revenue, Transfers, Expenses, Net Increase/Decrease</b>			
208							
209					FY2018 Budget	FY2018 Budget	FY2019 Budget
210					06/30/18	06/30/18	06/30/19
211				<b>Budget Category</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Budgeted</b>
212				Revenues	\$328,261	\$301,551	\$304,641
213				Net Transfers between funds	\$0	(\$0)	\$0
214				Expenses	(\$414,900)	(\$311,897)	(\$279,459)
215				<b>Ending Increase/Decrease</b>	(\$86,639)	(\$10,346)	\$25,182
216							

### Projected Year-End Balances FY2018, FY2019

	FY 2018 Beginning Balance 1-Jul-17	FY 2018 Beginning Balance 1-Jul-17	FY 2019 Beginning Balance 1-Jul-18
<b>Fund Name</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>
General Fund (checking) *2681	\$ 71,144	\$ 71,144	\$ 23,010
Transportation Reserve Fund (savings) *4574	\$ 128,583	\$ 128,583	\$ 79,798
Water Revenue Fund (checking) *1520	\$ 30,613	\$ 30,613	\$ 31,220
Water Bond Sinking Fund (money market) *1058	\$ 158,514	\$ 158,514	\$ 158,687
Water Reserve Fund (savings)	\$ 171,750	\$ 171,750	\$ 179,743
Building Fund (checking) *1678	\$ 19,854	\$ 19,854	\$ 21,361
<b>Total of Ending Balances</b>	<b>\$ 580,458</b>	<b>\$ 580,458</b>	<b>\$ 493,819</b>
	FY 2018 Ending Balance 30-Jun-18	FY 2018 Ending Balance 30-Jun-18	FY 2019 Ending Balance 30-Jun-19
<b>Fund Name</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Estimated</b>
General Fund (checking) *2681	\$ 23,010		\$ 22,326
Transportation Reserve Fund (savings) *4574	\$ 79,798	<b>Not Available</b>	\$ 103,306
Water Revenue Fund (checking) *1520	\$ 31,220	<b>Pending</b>	\$ 32,875
Water Bond Sinking Fund (money market) *1058	\$ 158,687	<b>Year-End</b>	\$ 158,860
Water Reserve Fund (savings)	\$ 179,743	<b>Transfers</b>	\$ 187,763
Building Fund (checking) *1678	\$ 21,361		\$ 13,871
<b>Total of Ending Balances</b>	<b>\$ 493,819</b>	<b>\$ -</b>	<b>\$ 519,001</b>

# Interlaken Town Budget Fiscal Year Ending 6/30/19 Notes and Explanation

June 11, 2018

To Interlaken Town:

From Interlaken Town Clerk, Bart Smith

---

The FY2019 Interlaken Town Budget is available for your review. There will be a public hearing with the Town Council to hear your comments and any concerns regarding the budget on June 18, 2018 at 7:15pm at the Town Pump House, 236 Luzern Rd.

## **Overview of Funds/Accounts**

---

The Town currently uses six Zion bank accounts to receive revenue, pay bills, and save money (reserves) for future expenses. Since the main components of our Town's expenses are the water system and the roads, our accounts are organized around those two services.

Each bank account has its own budget: revenue, expenses, transfers, and a resulting increase or decrease in the fund balance. As you read the budget, you'll notice that there are many transfers between these funds. This is how we move our revenue around to fill up reserve funds and to pay our bills. The sum total of all our transfers, at any given time, will be zero, summed over all the accounts. You'll see this on the last page of the budget (Net Transfers between funds).

Here's a brief description of all our bank accounts or funds:

<b>Zion Bank Account</b>	<b>Type</b>	<b>Description</b>
General Fund	Checking	Main operating account
Transportation Reserve	Savings	Reserves for road repair & improvements
Water Revenue Fund	Checking	Operating acct for water system
Water Bond Sinking Fund	Money Market	Reserve acct for water bond pmts
Water Reserve	Savings	Reserves for water system repair & improvements
Building Fund	Checking	For building project transactions

The Fiscal Year budget for each of these funds appears on a new page in the budget document. At the end of the document, there is a summary across all the funds to demonstrate overall growth, surpluses, and withdrawals.

## Interlaken Town Budget Fiscal Year Ending 6/30/19 Notes and Explanation

---

### General Comments –FY2019 Budget

---

- **FY2019 Assessments** – Interlaken collects revenue from lot owners from two sources: our annual water billing collected by the town, and the annual Wasatch County Tax for our roads. The road tax rate for the town will remain unchanged in FY2019, set at 0.001742. The annual water billing is sent out in January to each individual lot owner. Water rates are updated periodically to adjust for costs associated with the municipal water system. The current water rates were approved on December 11, 2017. The base rates remain the same, \$75 per month for lots with dwellings or building permits, and \$62 per month for vacant lots.
- **Road Capital Improvements** – Last year the town invested significantly in our road system. There are no major expenses planned for FY2019. Money will be invested into the road transportation fund this year to add to our reserves.
- **Building Applications** – As in FY2018, the town will collect all fees and deposits from the permit applicant in FY2019. The Interlaken Town Council may adjust the fees from time to time, and are set by resolution.
- **Water System Upgrade** - FY2019 is the second year of our 5-year plan for upgrading our water system. FY2018 included a telemetry system upgrade, and the replacement of older meters with newer Ipearl models. More meters will be replace this year as well. In the future, the town will purchase a handheld scanner, so that readings can be taken without uncovering the meter pit.
- **Burgi Hill Ranches** – settlement for past road maintenance charges for lower Interlaken Drive. The town is currently pursuing BHR for past due funds owed to Interlaken as parties to the “Freedom Agreement.” It’s expected that we will settle sometime in FY2019. Rather than estimate the settlement, the council chose to leave this line item blank.
- **Legal fees** – as a new town, we find it necessary to seek legal help to protect our interests and liability, interpret state law, and create and enforce our ordinances. We had some unexpected costs this year and as we move into FY2019, the council felt it wise to continue budgeting for unexpected legal expenses.
- **Town Engineering and other consultation fees** – as with our legal counsel, the town-engineering firm of Epic Engineering has played a larger role in the town’s management of land use code and permitted building applications. We will continue to budget for these expenses in FY2019.
- **Road Signage** – In FY2019, funds will be set aside to add measures to slow traffic through the town. The town is considering stop signs near the Burgi Hill Ranches turn off.
- **Reserve Contributions** – The FY2019 budget continues to set aside money for future capital improvements and emergency repairs for both our roads and the water system.

## Interlaken Town Budget Fiscal Year Ending 6/30/19 Notes and Explanation

### **Details**

---

The budget document compares three budgets:

- FY2018 **Approved** Budget (7/1/17 – 6/30/18)
- FY2018 **Actual** Budget (7/1/15 – 5/31/18)
- FY2019 **Tentative** Budget (7/1/18 – 6/30/19)

The FY2018 **Actual** Budget cannot be finalized until mid-July when all accounts have been reconciled. The current numbers reflect accounts as of May 31, 2018.

On the next page, you'll find a description of some of the significant changes or highlights in the proposed FY2019 budget.

## FY2019 Proposed Budget - Notes

Line#	Item	FY2018 Budgeted Amount	FY2019 Proposed Amount	Notes
11	Revenue from BHR Settlement	\$10,000	\$0	No estimate available.
13	B&C Road Tax (estimate)	\$18,000	\$18,408	Could increase in 2019 due to changes in state law.
19	Transfer from Building Fund (Application Fees for admin costs)	\$2,200	\$700	Based on 2 new permit applications.
21	Transfer from Transportation Reserve Fund into General Fund for Capital expenses	\$101,000	\$0	FY2019 Road Capital improvement - none planned.
38	Town Clerk & Webmaster	(\$18,000)	(\$20,000)	Includes Town Clerk & Web authoring payroll. Increased hourly rate from \$25 to \$28, more hours on financial reporting.
40a	Town Council Equipment & Supplies	(\$950)	(\$400)	Misc Equipment - new laser printer.
42	Bookkeeping and Accounting	(\$7,700)	(\$8,000)	Increased hourly rate for bookkeeping, but fewer hours on financial reporting.
44	Town Attorney	(\$40,000)	(\$30,000)	Expecting less expenses than planned for FY2018.
51	Additional Consulting Fees (Codifiers, etc.)	(\$10,000)	(\$10,000)	Make available for codifiers or other support in FY2019.
56a	Road Signage	(\$1,100)	(\$1,000)	Stop signs - need an estimate.
60	Capital Repairs, Maintenance & Improvements	\$0	\$0	FY2019 Road Capital improvement - none planned.
92	Annual Water Utility Base Usage Fee	\$157,721	\$157,721	FY2019 Based on \$75/\$62 base fee structure, 42 empty lots at \$62.
116	Payroll - Water Master & Asst Water Master	(\$16,800)	(\$16,800)	FY2019 Water master salary unchanged, \$1400 per month shared.
117	Meter Repair/Replacement, System Equipment, Supplies	(\$4,700)	(\$8,000)	20 new Ipearl meters plus additional digouts, equipments.
118	Chemicals & Monitoring	(\$2,300)	(\$3,000)	FY2019 significant increase - additional testing required.
123	Payroll Taxes - Water Master & Asst Water Master	(\$3,200)	(\$1,400)	FY2019 Estimate, based on FY2018 actuals.

## Interlaken Town Budget Fiscal Year Ending 6/30/19 Notes and Explanation

### **Your Feedback**

---

Please attend the FY2019 Budget Hearing on June 18<sup>th</sup>, 7:15pm. The location will be 236 Luzern Road, the Town Pump house. If you cannot attend this meeting, you may forward your comments regarding the budget to the Town Clerk at [interlakenclerk@gmail.com](mailto:interlakenclerk@gmail.com) and they will be presented at the meeting.

Thanks,  
Bart Smith, Interlaken Town Clerk

## Proposed Budget Revisions REV04 (6/18/2018)

Line#	Item	Rev03 Proposed Amount	Rev04 Proposed Amount	Reason for Change
5a	Annual Road Tax Assesement - Wasatch Cty	\$77,625	\$74,435	Matches Certified Rate Revenue for 0.001575.
29	Transfer from General Fund to Transportation Reserve Fund	(\$25,000)	\$0	Reduced pending BHR settlement. All BHR settlement will go into Trans Reserves.
44	Town Attorney	(\$30,000)	(\$25,000)	Lower estimate, closer to FY2018.
51	Additional Consulting Fees (Codifiers, etc.)	(\$10,000)	(\$5,000)	Reduced pending additional revenue and consulting needs.
78	Transfer into Transportation Reserve Fund from General Fund	\$25,000	\$0	Reduced pending BHR settlement. All BHR settlement will go into Trans Reserves.



## Utah State Taxation – Wasatch County Tax for Interlaken

---

Here’s some notes regarding the Interlaken taxes collected by Wasatch County.

1. In August 2017, Interlaken initiated a tax through Wasatch County for fiscal year 2018 (July 1, 2017 through June 30, 2018). The purpose of this tax was to generate revenue for the Interlaken road system. Formerly as the IMWC, a water company, this revenue was collected through an annual assessment directly from lot owners. As a town, it was found to be against state law to collect funds for public roads in this fashion. The town was instructed to collect road revenue through a Wasatch County tax. The town requested \$73,860 be collected for this purpose. The State Auditor used this number along with the value of all assessed real property in Interlaken, to come up with a certified tax rate of  $0.001742 = \$73,860/\text{Total Assessed Real Property}$ . Note that primary residences are assessed at 45% of their market value.

Multiplying the certified tax rate times by the assessed value of an Interlaken property generates the annual tax collected by Wasatch County on behalf of Interlaken Town. Here’s an example of a 2017 Wasatch County tax bill:

Taxing Entities	Taxes Last Year	Tax if No Budget Change	Tax If Proposed Budget Approved	Budget Difference	Percent Difference
GENERAL FUND	424.65	432.79	450.81	18.02	4.16%
LOCAL A&C	64.08	65.40	65.40	0.00	0.00%
COUNTY BONDS	23.13	33.72	33.72	0.00	0.00%
COUNTY A&C 82%	2.39	0.00	0.00	0.00	0.00%
MULTI COUNTY A&C	0.53	2.91	2.91	0.00	0.00%
BASIC ST SCHOOL LEVY	445.39	455.75	455.75	0.00	0.00%
WASATCH CO SCHOOL DIST	1,133.03	1,137.63	1,305.92	168.29	14.79%
SCHOOL DIST BOND	578.61	542.37	542.37	0.00	0.00%
HEALTH	30.85	31.39	31.39	0.00	0.00%
STATE CHARTER SCHOOL LEVY	0.00	15.40	15.40	0.00	0.00%
INTERLAKEN	0.00	0.00	506.32	506.32	100.00%
WASATCH COUNTY FIRE DISTRICT	114.07	115.97	115.97	0.00	0.00%
PARK & REC GENERAL	70.73	72.08	74.99	2.91	4.04%
LIBRARY	53.45	54.35	54.35	0.00	0.00%
MIDWAY SANITATION	17.55	17.15	17.15	0.00	0.00%
CENTRAL UT WATER CONSERVANCY	106.36	109.87	116.26	6.39	5.82%

The red outline indicates the tax collected just for Interlaken, \$506.32, for this property. Note that since this tax was first collected in 2017, there was no tax for the previous year.

Note that unless a town requests an increase in tax revenue, the County will not change the requested amount to be collected in future years. This means if the total assessed real property value goes up for the town, the certified tax rate goes down, unless the town requests more money. In other words, the town collects the same amount of money each year unless they request an increase. However, it’s not quite that simple, and there is a little more to the story – keep reading.

2. For FY2019, the total assessed real property value for Interlaken went up. In order to keep the certified rate revenue the same, the state auditor adjusted the certified rate downward, to 0.001575. However, there is another factor which affects the total collected, and that is any changes in personal property. Personal property, like automobiles, RVs, and other licensed vehicles are taxed upon vehicle registration. This tax is also collected by Wasatch County and distributed to Interlaken town. If the value of personal property increases, the revenue distributed to Interlaken increases as well. For FY2019, there was an increase in the personal property taxes collected, bringing the total certified rate revenue to \$74,434. So, in this case, although Interlaken only requested \$73,860, as in the past, the town gets an additional \$574 from an increase in personal property value. Somebody in town bought an RV or a new truck or something.
3. The State Auditor does their best in trying to determine the certified rate revenue. Having said all that, there are factors that cannot be predicted that affect how much revenue the town actually collects. For example, the certified rate revenue for FY2018 was \$73,860, but the town collected \$77,625 as of May 31, 2018. Here's some reasons for the difference:
  - Board of Equalization. Any property owner can appeal their assessed value by appearing before the BOE. If their assessment were changed by the BOE, this would affect the taxes collected for that property. However, since the certified rate has already been set for all properties, and their tax bills set, the town's revenue could be affected.
  - Collection rate. Wasatch County uses 95% as their expected collection rate. If they collect more than 95%, the town gets the additional revenue. This is the most likely cause of the unexpected increase in revenue collected for Interlaken.
  - Motor Vehicle delinquent payments. If the county receives additional revenue from delinquent payments, the town is given the additional revenue.

That's a brief history and description of the taxes collected by Wasatch County for the Interlaken road system. If you have any questions, feel free to email or call the Interlaken Town Clerk.

Bart Smith  
[interlakenclerk@gmail.com](mailto:interlakenclerk@gmail.com)  
(435) 565-3812

<i>Interlaken Water System - 5 Year Upgrade Plan</i>		
<b>Budget Year</b>	<b>Allocation of General Fund Revenue for Water System Improvements</b>	<b>Expense</b>
<b>Year 1: FY2018</b>	Mission Telemetry Cellular System Upgrade, quote# 3960, includes 1 yr service pkg.	\$ 6,187
	Mission Telemetry 1 yr service pkg.	\$ 1,127
7/1/17 - 6/30/18	Replacement of 20 water meters, upgrade to ipearl remotely readable meters.	\$ 4,700
	To be put in reserve, 1/2 cost of ipearl reader plus new meter covers (25 @ \$15 each).	\$ 7,770
	<b>TOTAL FY2018</b>	<b>\$ 19,784</b>
<b>Year 2: FY2019</b>	Mission Telemetry 1 yr service pkg.	\$ 1,127
7/1/18 - 6/30/19	Replacement of 20 water meters, upgrade to ipearl remotely readable meters.	\$ 4,700
	To be put in reserve, 1/2 cost of ipearl reader plus new meter covers (25 @ \$15 each).	\$ 7,770
	<b>TOTAL FY2019</b>	<b>\$ 13,597</b>
<b>Year 3: FY2020</b>	Mission Telemetry 1 yr service pkg.	\$ 1,127
7/1/19 - 6/30/20	Replacement of 20 water meters, upgrade to ipearl remotely readable meters.	\$ 4,700
	To be put in reserve as a contingency reserve for water main breaks, pump failures, etc	\$ 5,000
	<b>TOTAL FY2020</b>	<b>\$ 10,827</b>
<b>Year 4: FY2021</b>	Mission Telemetry 1 yr service pkg.	\$ 1,127
7/1/20 - 6/30/21	Replacement of 20 water meters, upgrade to ipearl remotely readable meters.	\$ 4,700
	To be put in reserve as a contingency reserve for water main breaks, pump failures, etc	\$ 5,000
	<b>TOTAL FY2021</b>	<b>\$ 10,827</b>
<b>Year 5: FY2022</b>	Mission Telemetry 1 yr service pkg.	\$ 1,127
7/1/21 - 6/30/22	Replacement of 20 water meters, upgrade to ipearl remotely readable meters.	\$ 4,700
	To be put in reserve as a contingency reserve for water main breaks, pump failures, etc	\$ 5,000
	<b>TOTAL FY2022</b>	<b>\$ 10,827</b>
	<b>TOTAL 5 Year Expense</b>	<b>\$ 65,862</b>
<b>Subsequent Years</b>	Mission Telemetry 1 yr service pkg.	\$ 1,127
	To be put in reserve as a contingency reserve for water main breaks, pump failures, etc	\$ 5,000
	<b>TOTAL</b>	<b>\$ 6,127</b>
<b>Additional Notes:</b>		
	At start of FY 2018 (July 1, 2017) 35 meters will be ipearl models with auto-read capability	
	Hand held meter readings could commence July 2018, starting with 75 meters, & adding 20 meters each year forward	
	Current meter reading take 7-8 hrs with 3 teams. Hand held wand would reduce it to 2-3 hours, with more accurate readings	
	Upgrade is available to radio system for drive-by readings	
	Estimated balance of Water Reserve Fund at FY2018 start (July 1, 2017) is \$171,692	
	Last Water Bond payment of \$77K will be made on January 10, 2024	
	Wasatch State Park easement agreement ends June 3, 2023. Prior agreement was 20 years for \$20,000	

## Required budgets:

---

General Fund - General

Special Revenue Fund

Debt Service Fund - Bond Sinking Fund

Capital Projects Fund - Transportation Reserves  
Water Reserves

Enterprise Fund - Water Revenue  
Building Fund

**Questions for 6/18/18 Interlaken Budget Public Hearing**

Line	Topic	Question
All	Yellow highlight	What is this for?
5a	Wasatch Tax	New homes have been completed during the past year – why isn't this higher?
7a	Water overage	Why is this \$0 for FY2018 and for 2019 budget?
11	BHR Settlement	\$6,000 spent in 2018. What are legal fees to date?
20 & 109	Transfer from Water Revenue	Transfer to General Fund \$30,550 for 50% of admin expenses – proposed admin. Expenses = \$77,000? Was original proposal \$61,000? Does it cost \$30,550 to administer water? By whom? If it's the Town clerk, that over 1,000 hours = 20 per week?
21	Road capital expense	\$0 road improvement in 2019 although \$18,000 road tax income?
28a	BHR net settlement	\$0 – net of what? Legal fees?
30	Transfer out of General Fund into Building fund	What is Building Fund? Used for what? Transfer from where?
38	Town Clerk	Justify \$20,000 – at \$28/hr how many hours per month for what?
44	Town Attorney	What does Bywater charge per hour Other towns have attorney at TC meetings to avoid costly legal decisions – why don't we? Justify hours – how many per month? For example: at \$300/hr. – 2 hrs/mo. TC meeting + 2 hrs/mo. other = \$1,200/mo. = \$14,400 per year. The Town members should approve any spending beyond this limit.
44a	Attorney fees for BHR	\$6,000 spent in 2018. What attorney? What is total to date?
45	Wasatch Enforcement	Is this \$0 for 2019? (left blank)
51	Consulting (Codifiers)	\$10,000 when \$0 of \$10,000 was spent in 2017? Has anyone asked for a quote? On-line codifiers aren't this costly – they make changes up front for minimal fee in return for annual service fee.
55	Annual Road Maint.	What will be done for \$10,000?
67	General Fund Balance	Revenue \$116,700 Net Transfers (\$18,200) <u>Expenses \$131,000</u> Balance Increase (Decrease) (\$32,500) Shouldn't we find a way to decrease spending by \$32,500? What is the current balance? What is expected balance fiscal year end 2018?
86	Transportation Reserve Fund Balance	Increase \$48.5K – what is current balance? What is expected balance fiscal year end 2018? what is 5 year plan for major road projects?
102	Transfer from Water Reserve Fund	What is \$10K in 2018 for?
105	Transfer to Water Reserve Fund	Why \$0 in 2017? What is current balance? What is expected balance fiscal year end 2018?
107	Water Bond Sinking Fund	When will the bond be paid in full?

108	Water System Capital Facilities Reserve	What are the long term expected costs? Is anyone working to find out?
116	Water Master Payroll	2017 has been \$11,800 for 10 months = \$14,200 for 12 months, why budget \$16,200?
117	Meter replacement	Expect 20 meters at \$150-\$200 each = \$4,000. What's the other \$4,000?
123	Water Master Payroll Taxes	2017 has been \$800 for 10 months = \$960 for 12 months, why budget \$1,400?
126	Pump & Telemetry Upgrades	We just updated telemetry for \$8,000. Why another \$5,000?
129 & 20	Water Revenue Fund Balance	Revenue \$166,000 Net Transfers (\$37,900) – include \$30,600 for admin. expenses <u>Expenses \$126,400</u> Balance Increase (Decrease) (\$1,700) what is current balance? What is expected balance fiscal year end 2018? what is 5 year plan for major road projects?
154	Transfer from Water Revenue Fund to Capital Facilities Replacement	Why is 2018 \$0 when we've spent \$8,300 for pump & telemetry upgrades? – line 126
161 & 102a	Water Reserve Fund	Explain 2018 transfer of \$10,000 from Water Reserve Fund to Water Revenue Fund – decreasing Water Reserve Fund
164	Water Reserve Fund Balance	What is current balance? What is expected balance fiscal year end 2018? what is 5 year plan for major road projects?
188b	Additional services – Town Engineer	Budget for 2018 was \$10,000 while spending is \$0. Justify \$10,000 budget for 2019?
191	Building Fund Balance	Revenue \$24,600 Net Transfers (\$100) <u>Expenses \$32,000</u> Balance Increase (Decrease) (\$7,500) What is current balance? What is expected balance fiscal year end 2018? See comments above about line 188b.

Bill Goodall

Specific Budget Reduction Recommendations 6/18/18

The following levels should be sufficient to run our small town. Additional spending should be allowed only with justification and specific approval in a public hearing

Line	Topic	Recommendations	Savings
38	Town Clerk	Reduce from \$20,000 to \$10,000 = 30 hours per month at \$28/hr.	\$10,000
44	Town Attorney	Reduce from \$ 30,000 to \$15,000 at \$300/hr. for 2 hrs/mo. TC meeting + 2 hrs/mo. other = \$1,200/mo. = \$14,400 per year.	\$15,000
51	Consulting (Codifiers)	Reduce from \$10,000 to \$2,500 On-line codifiers aren't this costly – they make changes up front for minimal fee in return for annual service fee.	\$7,500
67	General Fund Balance	Revenue \$116,700 Net Transfers (\$18,200) <u>Expenses \$131,000</u> Balance Increase (Decrease) (\$32,500)	\$32,500 total reductions above will result in \$0 balance
116	Water Master Payroll	Decrease from \$16,800 to \$14,200 2017 has been \$11,800 for 10 months = \$14,200 for 12 months	\$2,600
117	Meter replacement	Decrease from \$8,000 to \$4,000 Expect 20 meters at \$150-\$200 each = \$4,000. What's the other \$4,000?	\$4,000
123	Water Master Payroll Taxes	Decrease from \$1,400 to \$1,000 2017 has been \$800 for 10 months = \$960 for 12 months	\$400
126	Pump & Telemetry Upgrades	Decrease from \$5,000 to \$2,000 We just updated telemetry for \$8,000.	\$3,000
129 & 20	Water Revenue Fund Balance	Revenue \$166,000 Net Transfers (\$37,900) – include \$30,600 for admin. expenses <u>Expenses \$126,400</u> Balance Increase (Decrease) (\$1,700)	\$10,000 total reductions above will result in balance increase of \$8,300
188b	Additional services – Town Engineer	Decrease from \$10,000 to \$2,500 Budget for 2018 was \$10,000 while <i>spending was \$0</i>	\$7,500
191	Building Fund Balance	Revenue \$24,600 Net Transfers (\$100) <u>Expenses \$32,000</u> Balance Increase (Decrease) (\$7,500) What is current balance? What is expected balance fiscal year end 2018? See comments above about line 188b.	\$7,500 reduction above will result in \$0 balance
	<b>Total</b>	<b>Total recommended reductions</b>	<b>\$50,000</b>