

Interlaken Town Council Regular Meeting Agenda
Tuesday, 03 March 2026, 6:33 PM – 7:37 PM
Meeting Conducted Remotely with Zoom Video Conferencing Software

Zoom Meeting ID: 516 337 9977

Password: 84049

Zoom Meeting Link

<https://us02web.zoom.us/j/5163379977?pwd=QlJNT3loV3J4Nm83TFJ0dGVsUE1ldz09>

1. Call to Order Mayor Harrigan called the meeting to order at 6:33 pm

2. Roll Call

Greg Harrigan, Mayor
Sue O’Nan, Council Member and Treasurer
Jill Jacobson, Council Member
Erin Merryweather, Council Member
Timm Dixon, Council Member

3. Presentations: None

4. Public Comment:

Tasha Lingos, 311 Interlaken Dr. Tasha was wondering what the red stripes in the street were for. Greg noted that they were markings for Comcast repair work.

5. Approval of Agenda or Changes

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

Second: Council Member Merryweather seconded the motion.

Discussion: no discussion.

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

6. Approval of 1/27/2026 Council Regular Meeting Minutes

Motion: Council Member O’Nan moved to approve the 1/27/26 Council Meeting Minutes.

Second: Council Member Jacobson seconded the motion.

Discussion: no discussion.

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

7. Wildland-Urban Interface HB 48 Update

Greg and Bart met with Wasatch Fire District – Clint Neerings, Assistant Chief and Troy Morgan, Battalion Chief. We learned that the Utah legislature was still discussing modifications to HB 48, with possible changes to come in the next 2 weeks. Interlaken will have to adopt either the 2006 or 2024 WUI (Wildland Urban Interface) code and the WUI high risk fire map provided by FFSL. Interlaken is entirely within the WUI, and most of the town is rated high risk. According to the current WUI code, it doesn’t matter when your home was built, you’d have to comply with the firewise code regarding construction materials and defensible space, or risk losing insurance coverage in the event of a fire. In 2026 and 2027 homes within the designated wildland urban interface high risk area will be charged a standard fee ranging from \$20 to \$100 based on square footage of taxable structures. Starting in 2028, homes will be assessed a fee based on a risk assessment and the size of the home. These funds will be collected through Wasatch County taxes as a contribution towards fire prevention and fire fighting expenses, and the operation of a state-wide fire prevention program run by FFSL.

Clint and Troy offered to set up a meeting for Interlaken at the fire house to explain the impact of HB 48 and WUI and answer any questions about creating defensible space. Greg suggested that we put together an information packet that describes the HB 48 requirements and information about defensible space. He also noted that we are exploring grant possibilities through MAG and FFSL for possible fire mitigation efforts in town. Sue asked if we

could get a tree removal company to come through town, and if WFD recommended one. They didn't recommend one, but offered to come through town and chip wooded debris for us.

8. Comcast Fiber Optic Damage Report

Greg marked sink holes and soft shoulders throughout town where Comcast excavated during fiber optic installation. MasTec, the Comcast contractor, did a terrible job in the past, but responded quickly to the town's threat to fix it ourselves. They agreed to come back to town and work alongside Derek Becker to do repairs.

9. Financial Matters

- State Auditor Complaint – Mayor Harrigan described the town's interaction with the State Auditor which was following up on a phoned-in complaint regarding town financial practices with respect to the town administrator and public works manager. Greg echoed his support for both Bart Smith and Derek Becker, the individuals serving in these roles, and questioned the logic behind such a complaint. The town is very transparent in all of its financial decisions and transactions, and has remained in compliance for just under 11 years with the state's reporting and auditing requirements. The town recently completed its annual audit with an outside CPA, who found the town to be 100% in compliance. It is the hope that in the future, individuals who have questions regarding financial practices of the town contact the council or administrator directly instead of the state auditor. Responding to such a complaint takes resources away from other town business.
- FY2025 State Reporting Update – Interlaken has completed all the required state reports to date. From the state auditor website:

Upload a Report

Interlaken Town
Status: Current

Required Reports for Interlaken Town

If you need to replace an approved document, please contact the Office of the State Auditor at (801) 538-1025.

Report:	Year:	Status:	Notes:	Action:
Agreed-Upon Procedures	2025	Approved		No Action Needed
Approved Budget	2025	Approved		No Action Needed
Financial Certification	2025	Approved		No Action Needed
Financial Report	2025	Approved		No Action Needed
Fraud Risk Assessment	2025	Approved		No Action Needed
Impact Fee Report	2025	Approved		No Action Needed

UPLOAD A DIFFERENT REPORT

CHOOSE ANOTHER ENTITY/YEAR

- FY2026 Water Billing Update – The town is currently receiving and processing payments for the annual FY2026 water billing. To date, 61 payments have been received with 36% of the receivables being paid. Total received to date - \$93,827, total amount billed, \$262,818. Payments are due on March 31, 2026.
- FY2026 YTD Revenue-Expenses Update – See the attached reports for updates on the town’s revenue and expenses for the fiscal year through February 2026.
- FY2026 Budget Amendment Proposal – We typically review the current year budget in the spring and make adjustments to projected revenue and expenses. Next meeting Bart Smith will present a report outlining the state of this year’s budget.
- FY2027 Budget Preview Discussion
 - Budget Schedule - This is the schedule for the FY2027 budget process:

FY2027 Budget Task	Date
Council Meeting - Preliminary Budget Review/Discussion	7-Apr-26
Council Meeting - Tentative Budget Review and Adoption	5-May-26
Deadline to notify County Auditor & State Tax Commission of date, time, and place of the Tax Increase Public Hearing	1-Jun-26
Deadline to enter the proposed tax rates in the Certified Tax Rate System and start the TNT process	22-Jun-26
Deadline to publish TNT Notice - 1st Notice (or 2 weeks prior to public hearing)	18-Jul-26
Deadline to hold public hearing to raise water rates, and council passage after public hearing	30-Jun-26
Deadline to publish TNT Notice - 2nd Notice (or 1 week prior to public hearing)	25-Jul-26
Hold public hearing on tax increase after this date or minimum 10 days after county mailing of Valuation Notice. Send Resolution PT-800 to the Utah State Tax Commission	1-Aug-26
Council Meeting - Adopt Budget	After Public Hearing

- Expense Proposals, Wasatch County Tax Revenue, and Water Rates – these topics will be discussed at the next town council meeting. Bart Smith will prepare a draft budget for discussion.

10. Town Code Revision Discussion

- Permit Application Revisions – Smith presented a new set of permit applications that would better fit categories of projects in town:

Interlaken Permit Types	Status
New Building	Current
Remodel	Current
Demolition Permit	New
ROW Work Permit	Current
Site Disturbance Permit	Revise - excavation, landscaping, exterior rock work and walls
Solar Permit	Current
Flatwork Permit	New - non-structural concrete, asphalt

- Land Use Code Revisions – There are several sections of code in our land use that need revision. We also need to add code to better describe our Dark Skies regulations.
- Permit Fees Discussion – Water Service Installation and other Fees. Smith presented our current fee structure for building permits. Of note is the fee the town charges for a new water system connection, \$2,300. Smith reviewed actual costs with Derek Becker and discovered this fee is substantially less than the cost for a typical installation, which is around \$6,610. If it’s necessary to cut the road and hot tap into a line, the cost may increase to \$12,041. Smith suggests revising our fee schedule, and incorporating all the fees into a single resolution, as do other communities.

11. Planning Commission Report on Building Permits

See the attached planning commission report.

12. Other Business - None

13. Council Comments- None

14. Adjournment

Council member O’Nan moved to adjourn the meeting. Council member Merryweather seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:37pm. The next regular town council meeting is scheduled for Tuesday April 7, 2026, at 6:30pm via Zoom.