

**Interlaken Town Council Regular Meeting Agenda**  
**Tuesday, 07 April 2026, 6:31 PM – 8:30 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=QlJNT3loV3J4Nm83TFJlOEdGVV5UeU1ldz09>

1. **Call to Order** - Mayor Harrigan called the meeting to order at 6:31 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 Drive, expressed her appreciation to the council for their contributions. Asked if the town could purchase a leaf mulcher to process leaves collected by lot owners. She also expressed concern about barking dogs at her neighbors. Greg responded that the town needs to prioritize expenditures and would consider the mulcher in that regard. He also suggested she contact Heber Valley Animal Control to address dog issues.

Gary Singer, 283 Interlaken Drive. See the attached email and response from Mayor Harrigan.

5. **Approval of Agenda or Changes**

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

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

**Discussion:** no discussion.

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

6. **Approval of 3/3/2026 Council Regular Meeting Minutes**

**Motion:** Council Member O’Nan moved to approve the 3/3/26 Council Meeting Minutes.

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

**Discussion:** no discussion.

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

7. **Wildland-Urban Interface HB 48 Ordinance**

Discussion and Adoption – see the attached draft ordinance No. 19 with revisions.

Greg – as a real estate agent and resident, this is impactful to our town. He’s not really happy about how the WUI map designates our properties as high risk. He feels this blanket designation is not fair. He doesn’t approve of the 200 ft<sup>2</sup> exemption in the draft ordinance, which would apply all aspects of WUI code to remodels over 200 ft<sup>2</sup>. He suggested that we instead use a percentage increase of current square footage as a metric for exemptions. The draft ordinance No. 19 was revised to replace the 200 ft<sup>2</sup> or less exemption with a 15% or less increase in square footage exemption. A motion was made to approve the revised ordinance.

**Motion:** Council Member O’Nan moved to approve the Town Ordinance No. 19 Amending Title 09, Chapter 10 – Adopting the Current Edition of the Utah Wildland Urban Interface Code and Wildland Urban Interface Map.

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

**Discussion:** no discussion.

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

Greg just spent a lot of money creating defensible space on his property, using the 5, 15, 30-foot criteria recommended by the state. He placed 5 feet of gravel all around his house. He requested that the relevant firewise information be placed on the town’s website along with the ember storm video we saw at the fire department.

## 8. Fire Mitigation – Debris Pickup Schedule

The council discussed timing for the spring fire mitigation pickup. It was decided the deadline for establishing a pile for pickup would be Sunday, May 10<sup>th</sup>, and pickup would begin Monday May 11<sup>th</sup>.

## 9. Noxious Weed Control

Dyer’s Woad has already begun budding throughout town. The town will need to spray municipal property, including roadway shoulders to abate these weeds. Greg suggested we have Mason Osborne get on board to help with this, especially with monitoring private property for compliance.

## 10. Water System Assessment and Discussion

### o Water System Status – JDE Master Plan

Bart Smith presented his analysis of the JDE pipe replacement plan. See the attached staff report for details. In summary, given that the replacement costs for a section of ductile pipe is quite large – estimated around \$422/lineal foot for pipe buried under asphalt, he recommends the “don’t fix it until it breaks” plan. The alternative would be to dedicate an excess of \$100K a year towards a planned pipe replacement schedule. Given the uncertainty in actual pipe degradation, this alternative approach could result in wasteful use of funds, replacing usable pipe on the basis of a theoretical assessment of pipe condition. It would deplete our water system reserves and reduce our ability to address future system failures that could result in suspension of service.

Derek Becker – Town Public Works Manager – agrees that the best approach is what was presented.

Erin – Was the pipe laid the same throughout?

Derek- The highest pressure was 200 psi where pipe failed (in summer 2024). He thinks fixing localized sections is the right approach.

Jill – Could it be leaking and we don’t know it?

Derek- There is a way to “hear” the leaks; contractors can walk the streets and listen for underground leaks.

Greg – Wouldn’t a leak manifest itself through the surface?

Derek – Yes, you probably would see settlement in the area.

Jill – Can you use liners?

Derek – Not for higher pressure lines.

Sue – Sue thinks we should keep building reserves instead of replacing pipe that’s not yet failed.

Derek – We’ve installed foam plugs under the valve covers to keep debris out of the pits and enable better access.

### o Proposed Improvements

It was agreed to focus on building reserves and address line breaks as they happen.

### o Water Rate Study – Capital Reserves

This is still a work in progress. Bart is working with RUWA to establish a plan for reserves contributions and water rates. RWAU recommends a minimum of 20% contribution of total revenue towards reserves and adjusting water rates to make this possible. The proposed FY2026 budget amendment and FY2027 budget exceed this goal with 30% and 38% contributions respectively.

<b>Water System Budget Proposals</b>		
<b>Budget Item</b>	<b>FY2026</b>	<b>FY2027</b>
Proposed Water System Revenue	\$263,000	\$313,000
Budgeted Reserves Contribution	\$80,000	\$120,000
% Reserves Contribution	30%	38%

### o Water System Emergency Response Plan

See the attached outline for an emergency response plan. The council discussed options for providing potable water to the town in the event of a system shutdown. For a temporary solution to a line break, it may be possible to leapfrog the breached section and continue to deliver water upstream and downstream of the break.

Greg – We also need to be able to deliver water at the pumphouse.

Sue – Years ago we filled up containers at the pumphouse.

Derek- You could fill pipe sections with a water truck or from a hydrant.

Greg – Do we need to improve our infrastructure to put together an emergency water delivery system outside the pumphouse?

**11. FY2026 Budget Amendment Proposal**

- o Status Report Discussion and Motion to Approve

Bart presented a FY2026-27 Budget Status Report and proposed a FY2026 budget amendment to address expected changes in revenue and expenses for the current fiscal year. See the attached report for details about the rationale behind the amendment. In summary, the following table shows how the amendment would impact the end of year balances in the town’s accounts compared to the current FY2026 budget, last amended on 9/2/2025.

*Table 08 – FY2026 End of Year Fund Balances*

<b>Interlaken FY2026 Budget End of Year Balances</b>			
<b>Fund Name</b>	<b>FY2025 Budget 7/1/24-6/30/25 Actual</b>	<b>FY2026 Budget 7/1/25-6/30/26 Amended 9/2/2025</b>	<b>FY2026 Budget 7/1/25-6/30/26 Proposed 4/7/26</b>
General Fund (checking) *2681	\$ 151,388	\$ 84,118	\$ 151,388
Transportation Reserve Fund (savings) *4574	\$ 84,949	\$ 252,749	\$ 207,849
Water Revenue Fund (checking) *1520	\$ 304,129	\$ 102,129	\$ 124,509
Water Bond Sinking Fund (money market) *1058	\$ -	\$ -	\$ -
Water Reserve Fund (savings) *1330	\$ 151,583	\$ 302,383	\$ 232,383
Building Fund (checking) *1678	\$ 129,241	\$ 127,831	\$ 144,641
<b>Total of Ending Balances</b>	<b>\$ 821,290</b>	<b>\$ 869,210</b>	<b>\$ 860,770</b>

One of the goals of the proposed amendment is to re-balance accounts so that the first half of FY2027 has sufficient funds to provide for the first 6 months of town expenses and to achieve a “balanced” General Fund budget, in which revenue equals expenses. The town receives most of its revenue through Wasatch County taxes and the annual water billing, both of which aren’t collected until the middle of the fiscal year – December through March. For more details and a copy of the amended FY2026 budget, see the attached report. The council motioned to approve the amended FY2026 budget as presented.

**Motion:** Council Member O’Nan moved to approve the amended FY2026 Budget as presented.

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

**Discussion:** no discussion.

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

**12. FY2027 Budget Proposal**

Bart presented a proposed calendar for development and approval of the FY2027 budget.

<b>FY2027 Budget Task</b>	<b>Date</b>
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

This calendar includes dates for public hearings for a water rate increase and a Wasatch County Tax Rate increase – TNT hearing. Currently under consideration, these rate increases would go through the required public hearing and approval process.

- Status Report Discussion – see the attached report for details about the rationale behind the proposed FY2027 budget. It should be noted that the town was planning a 20% county tax increase last fiscal year but missed an undisclosed deadline for state notifications. The current proposal of a 5% tax increase is less than the 20% proposed water rate increase, due to the fact that road expenses are more predictable, and funded through taxes, compared with unpredictable water system expenses funded through the annual water billing.
- Civilian Enforcement Officer Position – This position has been added to the FY2027 budget, funded at \$5K annually.

### **13. Land Use Hearing Proposal**

The following topics are under consideration for public hearings to address our fee schedule and land use code.

- Dark Skies Ordinance
- Amended Fee Schedule
- Amended Permit Agreements
- Additional Land Used Revisions

### **14. Financial Matters**

See the attached reports for our annual water billing accounts receivables and year to date revenue and expenses.

- FY2026 Water Billing Update – To date of 184 lots, 21 lots have not yet paid in full.
- FY2026 YTD Revenue-Expenses Update – See the attached cash and accrual accounting reports.
- Quo Phone System Proposal – Bart proposed signing up with the Quo VOIP system to manage incoming calls and texts for town business. He is currently using his own phone and number to handle town business and would like to separate out the calls using the Quo service. The council was supportive of this expense - \$15/month for basic service.

**15. Planning Commission Report on Building Permits** – The planning commission was not in attendance.

**16. Other Business** - None

**17. Council Comments** - None

### **18. 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 8:30pm. The next regular town council meeting is scheduled for Tuesday May 5, 2026, at 6:30pm via Zoom.