

**Interlaken Town Council Regular Meeting Agenda**  
**Tuesday, 04 February 2025, 6:30 PM – 7:30 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=QJlNT3loV3J4Nm83TFJOdGVsUE1ldz09>

- 1. Call to Order**
- 2. Roll Call**
- 3. Presentations:** None
- 4. Public Comment:** Comments will be taken by the Town Council on any non-agenda items. Comments are limited to four minutes per speaker. The Council may or may not respond to non-agenda issues brought up under public comment. Those wishing to comment should stand, state their full name and address, whom they represent, and the subject matter to be addressed. Total time allocated to public comments will be no more than twenty minutes.
- 5. Consent Agenda:** None
- 6. Approval of Agenda or Changes**
- 7. Approval of 01/07/2025 Council Regular Meeting Minutes**
- 8. Summer 2024 Roadwork – RMA Shared Expenses Report**
- 9. Financial Reporting**
  - + FY2024 AUP and State Reporting Status
  - + Year to Date FY2025 Reporting
- 10. FY2025 Water Billing Update**
- 11. Transfer to .GOV Emails**
- 12. State Required Conflict of Interest Forms and OPMA Training**
- 13. Building Permit Update and Planning Commission Status**
  - a. Active Building Permit Reporting
  - b. Planning Commission – land use code review
- 14. Other Business**
- 15. Council Comments**
- 16. Adjournment**

**Interlaken Town Council Regular Meeting Minutes**  
**Tuesday, 04 February 2025, 6:37 PM – 7:21 PM**  
**Meeting Conducted Remotely with Zoom Video Conferencing Software**

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Password: 84049

Zoom Meeting Link

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1. **Call to Order** - Mayor Harrigan called the meeting to order at 6:37pm

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, was absent

Matt Herman, Planning Commission

3. **Presentations:** None

4. **Public Comment:**

Tasha, 311 Interlaken Dr – appreciates all we do

Missy Carpenter, 481 Interlaken Drive, new lot owner introduced herself

Dean Stookey, 303 Interlaken Drive – appreciates all we do

5. **Consent Agenda:** None

6. **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

7. **Approval of 01/07/2025 Council Regular Meeting Minutes**

**Motion:** Council Member O’Nan moved to approve the 1/7/25 Council Meeting Minutes.

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

**Discussion:** no discussion.

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

8. **Summer 2024 Roadwork – RMA Shared Expenses Report**

Town Administrator Bart Smith presented the bills sent to outside entities for the shared costs of the town’s summer 2024 road improvement project. See the attached invoices for details. The shared contributions included:

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

## 9. Financial Reporting

+ FY2024 AUP and State Reporting Status – Interlaken has completed all state reporting requirements to date, including the annual FY2024 AUP 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	2024	Approved		No Action Needed	<a href="#"></a> <a href="#"></a>
Approved Budget	2024	Approved	2024 Approved Budget	No Action Needed	<a href="#"></a> <a href="#"></a>
Financial Certification	2024	Approved		No Action Needed	<a href="#"></a> <a href="#"></a>
Financial Report	2024	Approved		No Action Needed	<a href="#"></a> <a href="#"></a>
Fraud Risk Assessment	2024	Approved		No Action Needed	<a href="#"></a> <a href="#"></a>
Impact Fee Report	2024	Approved		No Action Needed	<a href="#"></a> <a href="#"></a>

+ Year to Date FY2025 Reporting – see the attached reports for details. The year-to-date revenue and expenses are on track with the FY2025 budget.

Here are the account balances as of 2/4/25:

Interlaken Town Account Balances 2/4/2025			
Account	Zion	Grand Valley	Total
General Fund	\$ 125,910.74	\$ 69,552.79	\$ 195,463.53
Water Revenue	\$ 55,358.95	\$ 49,096.58	\$ 104,455.53
Building Fund	\$ 64,455.03	\$ 49,627.78	\$ 114,082.81
Water Reserves	\$ -	\$ 150,532.22	\$ 150,532.22
Road Way Reserves	\$ -	\$ 47,801.59	\$ 47,801.59
<b>TOTALS</b>	<b>\$ 245,724.72</b>	<b>\$ 366,610.96</b>	<b>\$ 612,335.68</b>

## 10. FY2025 Water Billing Update

Smith noted that the SmartPay online payment system is almost in place. Invoices will be sent out within a week. The council discussed whether or not to allow credit card payments and opted to not use credit cards, and enable bank transfers only. The FY 2025 water billing for base usage (10,000 gallons/per) month is as follows:

FY2025 Interlaken Water Billing			
Connection Type	# Lots	Lot Fee	Total
Base - Disconnected	35	\$ 984	\$ 34,440
Base - Connected	149	\$ 1,176	\$ 175,224
		<b>Total Base Fees</b>	<b>\$ 209,664</b>
		<b>Overage</b>	<b>\$ 23,118</b>
		<b>Total Revenue</b>	<b>\$ 232,782</b>

**11. Transfer to .GOV Emails**

Smith noted that the state has enacted a law that requires all municipalities to use .gov domain accounts for all their emails and their municipal website. The requirement goes in place on July 1, 2025. Our website has already been ported to a .gov domain - <https://www.interlakenut.gov/>. The council discussed various options for assigning .gov emails. We will start with adding a .gov account for the treasurer (Sue). Bart already has an [admin@interlakenut.gov](mailto:admin@interlakenut.gov) account.

**12. State Required Conflict of Interest Forms and OPMA Training**

Bart will send out the new copy of the conflict of interest form to be filled out by all council members. The council, planning commission, and board of adjustment all need to complete OPMA training and sign an affidavit stating so. Please make an appointment with Bart to sign the document.

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

a. Active Building Permit Reporting

Matt Herman, PC – Clark foundation and footings passed inspection

b. Planning Commission – land use code review, no news

**14. Other Business none**

**15. Council Comments none**

**16. Adjournment**

Council member ONan moved to adjourn the meeting. Council member Jacobson seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:21pm. The next regular town council meeting is scheduled for Tuesday March 4th, 2024, at 6:00pm via Zoom.



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

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

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



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

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## Interlaken Town Invoice

**Interlaken Road Repair Project - September 2024**

**MSD Manhole Replacements**

**Interlaken Invoice#: 091924-MSD**

**Date: 01-16-2025**

**Reference: Eckles Paving Invoice #137911RP, 9/19/2024**

Description	Qty	Rate	Amount	Notes
Replacement Cost - 12 concrete manhole frames - Interlaken Dr. & St. Moritz, Interlaken Town	12	\$ 495.00	\$ 5,940.00	Reference Eckles Paving Invoice #137911RP, 9/19/24
<b>Total</b>			<b>\$ 5,940.00</b>	

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Midway, UT 84049

# Interlaken Town

Status: Current

## Required Reports for Interlaken Town

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Fraud Risk Assessment	2024	Approved		No Action Needed 
Impact Fee Report	2024	Approved		No Action Needed 



Jul-Jan		Interlaken Town Statement of Revenue and Expense									
		Jul-Jan, 2025									
		2422		1330		4574		1678		2681	
		Water Revenue		Water Reserve		Transportation Reserve		Building		General	
	Revenue - All Accounts	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
5	Annual Wasatch County Tax Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,124	\$ 200,000
6	Prior Year Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Late Fees - Assessments (all years)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	1% State Sales Tax (estimate)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,276	\$ 34,000
all	Interest Income	\$ 83	\$ 200	\$ 708	\$ 800	\$ 534	\$ 800	\$ 65	\$ 150	\$ 78	\$ 130
12	New Owner Transfer Fees-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	B&C Road Tax (estimate)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,965	\$ 26,000
14	Building App & Inspection Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Interlaken Drive RMA with BHR Agreement (20%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15a	CARES Act Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15b	Additional Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15c	Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15d	Fines for Municipal Code Violations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,900	\$ -
73a	Revenue from RMA Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -
73b	Revenue from Federal & State Transportation System Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
92	Annual Water Utility Base Fees	\$ 4,656	\$ 173,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Metered Water Overages	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95a	Water Connect Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95b	Water Billing Late Fees	\$ 1,000	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95c	New Owner Transfer Fees	\$ 650	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95d		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95e		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
150	Revenue from Federal & State Water System Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
169	Building Permit Application Fees (varies with application)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100	\$ 1,800	\$ -	\$ -
170	Water Connect Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ -	\$ -
171	Road Impact Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 7,000	\$ -	\$ -
172	Damage Deposits - Refundable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 8,000	\$ -	\$ -
173	Completion Deposits - Refundable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ -	\$ -
173a	Plan Review & Inspections (Town Engineer)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,176	\$ 19,000	\$ -	\$ -
173b	Variance Application Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240	\$ -	\$ -	\$ -
	<b>Total Revenue</b>	<b>\$ 6,389</b>	<b>\$ 181,250</b>	<b>\$ 708</b>	<b>\$ 800</b>	<b>\$ 534</b>	<b>\$ 5,800</b>	<b>\$ 39,540</b>	<b>\$ 44,890</b>	<b>\$ 194,343</b>	<b>\$ 260,130</b>
	<b>Transfers into General Fund</b>										
19	Transfer from Building Fund (Application Fees for admin costs)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800
20	Transfer from Water Revenue Fund (50% of admin. expenses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
21	Transfer from Transportation Reserve Fund for Capital expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000	\$ 70,000
	<b>Transfers out of General Fund</b>										
28	Transfer to Transportation Reserve of B&C Road Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (26,000)
29	Transfer to Transportation Reserve Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (50,000)	\$ -
30	Transfer to Building Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Transfers into Water Revenue Fund (Checking)</b>										
100	Transfer from Building Fund (Water Connect Fees)	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101	Transfer from Bond Sinking Fund for current year Water Bond payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
102	Transfer from Water Reserve Fund for Capital Improvements	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Transfers out of Water Revenue Fund</b>										
105	Transfer to Water System Reserve Capital Fund	\$ -	\$ (60,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
106	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
107	Transfer to Bond Sinking Fund for Next Year's Bond Payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
108	Transfer to Water System Capital Facilities Replacement Reserve Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
109	Transfer to General Fund for 50% of Administrative expenses	\$ -	\$ (80,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Transfers into Transportation Reserve Fund</b>										
77	Transfer from General B&C Road Tax to Transportation Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,000	\$ -	\$ -	\$ -	\$ -
78	Transfer to Transportation Reserve Fund for Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
80	Transfer from Building Fund of Road Impact Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -

Jul-Jan		Interlaken Town Statement of Revenue and Expense									
		Jul-Jan, 2025									
		2422		1330		4574		1678		2681	
		Water Revenue		Water Reserve		Transportation Reserve		Building		General	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	<b>Transfers out of Transportation Reserve Fund</b>										
83	Transfer to General Fund for Transportation Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ (310,000)	\$ (70,000)	\$ -	\$ -	\$ -	\$ -
	<b>Transfers into Water System Capital Reserves Fund</b>										
154	Transfer from Water Revenue Fund	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
154a			\$ -		\$ -		\$ -		\$ -		\$ -
	<b>Transfers out of Water System Capital Reserves Fund</b>										
161	Transfer to Water Revenue Fund for Capital Improvements	\$ -	\$ -	\$ (90,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Transfers into Building Fund</b>										
177	Transfer from General Fund - Special Engineering Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Transfers out of Building Fund</b>										
180	Transfer to General Fund - Building Permit Application Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,800)	\$ -	\$ -
181	Transfer to Water Revenue - Water Connect Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (700)	\$ -	\$ -
182	Transfer to Transportation Reserve Fund - Road Impact Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,000)	\$ -	\$ -
	<b>Transfers into Bond Sinking Fund</b>										
138	Transfer from Water Revenue Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Transfers out of Water Bond Sinking Fund</b>										
141	Transfer to Water Revenue Fund to pay current year bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Total Transfers Between Funds</b>	<b>\$ 90,000</b>	<b>\$ (139,300)</b>	<b>\$ (90,000)</b>	<b>\$ 60,000</b>	<b>\$ (260,000)</b>	<b>\$ (37,000)</b>	<b>\$ -</b>	<b>\$ (9,500)</b>	<b>\$ 260,000</b>	<b>\$ 125,800</b>
	<b>General Fund Expenses</b>										
	<b>Administrative Expense</b>										
37	Commissions, Committee, Council Mtg Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38	Town Administrator, Clerk, & Webmaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (58,178)	\$ (140,000)
39	Association Memberships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (337)	\$ (2,000)
40	Web Hosting & IT Services (WIX,GoDaddy,Zoom,Dropbox,ViaSat,Calling Post)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (999)	\$ (1,500)
40a	Town Council Equipment & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (98)	\$ (1,000)
41	Meeting Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (19)	\$ (200)
42	Bookkeeping, Accounting, CPA Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (11,262)	\$ (18,000)
43	Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (241)	\$ (500)
44	Town Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,739)	\$ (10,000)
44a	Attorney fees for BHR settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
45a	Animal Control through Interlocal Agreement w/ Heber City	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,127)	\$ (3,000)
45b	Municipal Election Balloting & Noticing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
46	Misc. Admin. Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (52)	\$ (800)
47	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,066)	\$ (5,000)
48	Office Supplies (postage + supplies)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,250)	\$ (1,500)
49	Building Inspector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51	Additional Consulting Fees (Codifiers, etc.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,000)
51a	Federal IRS Payroll Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,566)	\$ (5,500)
51b	CARES Act - WCDF Fire Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51c	Safety and Enforcement (Wasatch County Sheriff Agreement)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (627)	\$ (10,500)
51d	Public Works Manager	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (600)	\$ -
	<b>Total Administrative Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (85,160)</b>	<b>\$ (201,500)</b>
	<b>Annual Road Maintenance Expense from General Fund</b>										
55	Annual Road Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,578)	\$ (50,000)
56	Additional Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,733)	\$ (3,000)
56a	Road Signage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,963)	\$ (2,000)
57	Contract Service (Snow Removal)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (39,000)	\$ (60,000)
58	Supplies - Salt, Sand, etc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,000)
58a	<b>Annual Fire Mitigation Expenses</b>										
58b	Brush Removal and Fire Mitigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (21,400)	\$ (20,000)
59	<b>Annual Road Capital Expenses</b>										
59a	Capital Equipment Investment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,775)	\$ (5,000)

Jul-Jan		Interlaken Town Statement of Revenue and Expense									
		Jul-Jan, 2025									
		2422		1330		4574		1678		2681	
		Water Revenue		Water Reserve		Transportation Reserve		Building		General	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
60	Capital Investment in Roads	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (309,820)	\$ (150,000)
60a	DPW Expenses										
60b	DPW Site Construction - Capital Investment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,000)
60c	Annual DPW Site Maintenance Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (85)	\$ (500)
61	Total Road Maintenance, Capital Improvements, DPW Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (389,354)	\$ (298,500)
	Total General Fund Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (474,514)	\$ (500,000)
	Water Revenue Fund Expenses										
	Bond Payment										
114	Water Bond Payment, Due annually in January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
115	Operating Expenses										
116	Payroll - Water Masters	\$ (13,254)	\$ (30,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
117	Meter Repair/Replacement, Water System Equipment, Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
118	Chemicals & Monitoring	\$ (495)	\$ (800)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
119	Telemetry System Operating Costs	\$ -	\$ (2,700)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120	Water Share Fee, Education, etc.	\$ (904)	\$ (450)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
121	Gas Heat	\$ (257)	\$ (1,200)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
122	Electricity	\$ (4,354)	\$ (7,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123	Payroll Taxes - Water Masters - State & Federal 941	\$ (1,348)	\$ (4,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123a	Workman's Comp Insurance for Water Master	\$ (164)	\$ (1,200)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123b	Misc. Water Expenses	\$ (1,125)	\$ (1,500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123c		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123d		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123e	Capital Investment in Water System										
123f	Purchase of Generator and Installation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123g	Pump Replacements, Telemetry System, Meter Upgrades	\$ (103,829)	\$ (20,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123h	Capital Equipment Investment - Water System	\$ -	\$ (5,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
124	Repair and Maintenance										
125	Additional Contract Services - Tank Main., Rate Studies, Consults	\$ (1,537)	\$ (4,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
126	Annual Generator Maintenance	\$ (615)	\$ (1,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
126a	General Water System Maintenance & Repair	\$ (6,577)	\$ (15,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Water Revenue Fund Expenses	\$ (134,459)	\$ (93,850)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Building Fund Expenses										
187	Refunds of Damage Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,942)	\$ (8,000)	\$ -	\$ -
188	Refunds of Completion Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,500)	\$ (4,000)	\$ -	\$ -
188a	Plan Review & Inspections (Town Engineer)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (8,935)	\$ (10,000)	\$ -	\$ -
188b	Additional Contractual Services (Town Engineer)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,686)	\$ -	\$ -	\$ -
188c	Plan Review by Planning Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Building Fund Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ (22,063)	\$ (22,000)	\$ -	\$ -
	Total Expenses (General, Water Revenue, Building)	\$ (134,459)	\$ (93,850)	\$ -	\$ -	\$ -	\$ -	\$ (22,063)	\$ (22,000)	\$ (474,514)	\$ (500,000)
	Net Change in Balance (Revenue+Transfers+Expenses)	\$ (38,070)	\$ (51,900)	\$ (89,292)	\$ 60,800	\$ (259,466)	\$ (31,200)	\$ 17,477	\$ 13,390	\$ (20,171)	\$ (114,070)
	Add: Beginning Balance	\$ 143,429	\$ 143,429	\$ 239,689	\$ 239,689	\$ 307,245	\$ 307,245	\$ 96,978	\$ 96,978	\$ 196,082	\$ 196,082
	Transfer to Grand Valley Bank (Jan onward) or Rounding Adjustment	\$ (50,000)	\$ -	\$ (150,397)	\$ -	\$ (47,779)	\$ -	\$ (50,000)	\$ -	\$ (50,000)	\$ -



24 transactions

DATE	DESCRIPTION		DEBITS	CREDITS
2/3/2025	DDA CHECK # \SERIAL 103	Derek Becker	-\$525.00	
2/3/2025	DDA REGULAR DEPOSIT	Wasatch County Tax Reveue		\$45,900.39
2/2/2025	INTEREST RATE CHANGE			
2/2/2025	INTEREST RATE CHANGE			
2/2/2025	ANNUAL PERCENTAGE YIELD			
2/2/2025	ANNUAL PERCENTAGE YIELD			
2/2/2025	INTEREST PAID 24	Water Reserves		\$134.98
2/2/2025	INTEREST PAID 24	Road Way Reserves		\$22.25
1/28/2025	DDA CHECK # \SERIAL 106	Super Dave	-\$13,000.00	
1/28/2025	DDA CHECK # \SERIAL 102	Hinton Burdick	-\$1,500.00	
1/23/2025	BUS PRODS DELUXE BUS SYS	General Fund Checks	-\$484.82	
1/23/2025	BUS PRODS DELUXE BUS SYS	Building Fund Checks	-\$372.22	
1/23/2025	BUS PRODS DELUXE BUS SYS	Water Revenue Fund Checks	-\$372.22	
1/23/2025	DDA CHECK # \SERIAL 105	Kristine Olsen	-\$1,339.40	
1/22/2025	DDA CHECK # \SERIAL 104	Bart Smith	-\$5,510.00	
1/22/2025	UTILITY HEBER LIGHT & PO		-\$495.38	
1/22/2025	DDA REGULAR DEPOSIT	Wasatch County Tax Reveue		\$326.12
1/22/2025	UTILITY HEBER LIGHT & PO		-\$35.82	
1/15/2025	DDA CHECK # \SERIAL 101		-\$4,314.50	
1/10/2025	DDA REGULAR DEPOSIT			\$150,397.24
1/10/2025	DDA REGULAR DEPOSIT			\$50,000.00
1/10/2025	DDA REGULAR DEPOSIT			\$50,000.00
1/10/2025	DDA REGULAR DEPOSIT			\$47,779.34
1/10/2025	DDA REGULAR DEPOSIT			\$50,000.00
Totals	Transactions: 24		- \$27,949.36	\$394,560.32

**Interlaken Town Account Balances 2/4/2025**

<b>Account</b>	<b>Zion</b>	<b>Grand Valley</b>	<b>Total</b>
General Fund	\$ 125,910.74	\$ 69,552.79	\$ 195,463.53
Water Revenue	\$ 55,358.95	\$ 49,096.58	\$ 104,455.53
Building Fund	\$ 64,455.03	\$ 49,627.78	\$ 114,082.81
Water Reserves	\$ -	\$ 150,532.22	\$ 150,532.22
Road Way Reserves	\$ -	\$ 47,801.59	\$ 47,801.59
<b>TOTALS</b>	<b>\$ 245,724.72</b>	<b>\$ 366,610.96</b>	<b>\$ 612,335.68</b>


FY2025 Interlaken Water Billing			
Connection Type	# Lots	Lot Fee	Total
Base - Disconnected	35	\$ 984	\$ 34,440
Base - Connected	149	\$ 1,176	\$ 175,224
	Total Base Fees		\$ 209,664
		Overage	\$ 23,118
		Total Revenue	\$ 232,782

***Effective 5/1/2024***

**63D-2-105 Use of authorized domain extensions for government websites.**

- (1) As used in this section, "authorized top level domain" means any of the following suffixes that follows the domain name in a website address:
  - (a) gov;
  - (b) edu; and
  - (c) mil.
- (2) Beginning July 1, 2025, a governmental entity shall use an authorized top level domain for:
  - (a) the website address for the governmental entity's government website; and
  - (b) the email addresses used by the governmental entity and the governmental entity's employees.
- (3) Notwithstanding Subsection (2), a governmental entity may operate a website that uses a top level domain that is not an authorized top level domain if:
  - (a)
    - (i) a reasonable person would not mistake the website as the governmental entity's primary website; and
    - (ii) the governmental website is:
      - (A) solely for internal use and not intended for use by members of the public;
      - (B) temporary and in use by the governmental entity for a period of less than one year; or
      - (C) related to an event, program, or informational campaign operated by the governmental entity in partnership with another person that is not a governmental entity; or
  - (b) the governmental entity is a school district or a school that is not an institution of higher education and the use of an authorized top level domain is otherwise prohibited, provided that once the use of an authorized top level domain is not otherwise prohibited, the school district or school shall transition to an authorized top level domain within 15 months.
- (4) The chief information officer appointed under Section 63A-16-201 may authorize a waiver of the requirement in Subsection (2) if:
  - (a) there are extraordinary circumstances under which use of an authorized domain extension would cause demonstrable harm to citizens or businesses; and
  - (b) the executive director or chief executive of the governmental entity submits a written request to the chief information officer that includes a justification for the waiver.

Amended by Chapter 426, 2024 General Session



### Microsoft 365 Email Essentials

FOR GETTING STARTED


Domain-based email that helps build your brand and shows the world you mean business.


SAVE 75% ~~\$7.99~~


**\$1.99** per user/mo

With a 1-yr term. You pay \$23.88 today  
Renews at \$95.88

Add to Cart

 10 GB email storage (approx 50,000 emails)

 Use your domain name for your email address, like you@yourdomain.com



### Microsoft 365 Email Plus

FOR ADDITIONAL STORAGE


Get 5x the storage of Email Essentials for all your correspondence, contacts, and calendars.


SAVE 60% ~~\$9.99~~


**\$3.99** per user/mo

With a 1-yr term. You pay \$47.88 today  
Renews at \$119.88

Add to Cart

 50 GB email storage (approx 250,000 emails)

 Use your domain name for your email address, like you@yourdomain.com



### Microsoft 365 Online Business Essentials

FOR BOOSTING PRODUCTIVITY


Pair Professional Email with trusted Microsoft 365 web apps like Word, Excel, PowerPoint, and Teams.


SAVE 46% ~~\$14.99~~


**\$7.99** per user/mo


With a 1-yr term. You pay \$95.88 today  
Renews at \$179.88

Add to Cart

 50 GB email storage (approx 250,000 emails)

 Use your domain name for your email address, like you@yourdomain.com

 Microsoft 365 Online: get popular web apps like Excel, Word, and PowerPoint

 Meet, chat and collaborate with your team, customers or suppliers with Microsoft Teams



Candidate/Officeholder: \_\_\_\_\_

Office: \_\_\_\_\_

1A: The name(s) and address(es) of each of the individual's current employer(s) and name(s) and address(es) of each of the individual's employers during the preceding year.

- Current Employer(s):
- Previous Employer(s):

1B: For each employer described in Item 1A, a brief description of the employment, including the individual's occupation, and, as applicable, job title.

- Current Employment:
- Previous Employment:

2A: The name of any entity\* in which the individual is an owner or officer, or was an owner or officer during the preceding year.

2B: A brief description of the type of business or activity conducted by the entity(ies) described in Item 2A

2C: Individual's position in the entity(ies) described in Item 2A

3A: The name of each individual from whom, or entity from which, the individual has received \$5,000 or more in income during the preceding year.\*\*

3B: A brief description of the type of business or activity conducted by the individual or entity described in Item 3A.\*\*

4A: The name of each entity in which the individual holds any stocks or bonds having a fair market value of \$5,000 or more as of the date of the disclosure form or during the preceding year (excluding funds that are managed by a third party, including blind trusts, managed investment accounts, and mutual funds).

4B: A brief description of the type of business or activity conducted by the entity(ies) described in Item 4A.

5A: The name of each entity or organization not described in Items 2A through 4B of this form in which the individual currently serves, or served in the preceding year, on the board of directors or in any other type of paid leadership capacity.

5B: A brief description of the type of business or activity conducted by the entity(ies) or organization(s) described in Item 5A

5C: Description of the type of advisory position held by the individual within the entity(ies) organization(s) described in Item 5A.

6A (Optional): Description of any real property in which the individual holds an ownership or other financial interest that the individual believes may constitute a conflict of interest.

6B (Optional): Description of type of interest held by the individual in the property(ies) described in Item 6A.

7A: The name(s) of the individual's spouse and any other adult residing in the individual's household who is not related by blood or marriage, as applicable.

- Spouse:
- Other Adults:

7B: For the individual's spouse, the name(s) and address(es) of each current employer(s) and name(s) and address(es) of each employer(s) during the preceding year.

- Spouse's Current Employer(s):
- Spouse's Previous Employer(s):

7C: A brief description of the employment and occupation of each adult who resides in the individual's household and is not related to the individual by blood or marriage.

8A (Optional): A description of any other matter or interest that the individual believes may constitute a conflict of interest.

Date: \_\_\_\_\_

☐ I, the regulated officeholder or candidate, believe this form is true and accurate to the best of my knowledge. (Check box)

---

Candidate/Officeholder's Signature

## **Chapter 16**

### **Utah Public Officers' and Employees' Ethics Act**

#### **67-16-1 Short title.**

This chapter is known as the "Utah Public Officers' and Employees' Ethics Act."

Amended by Chapter 147, 1989 General Session

#### **67-16-2 Purpose of chapter.**

The purpose of this chapter is to set forth standards of conduct for officers and employees of the state of Utah and its political subdivisions in areas where there are actual or potential conflicts of interest between their public duties and their private interests. In this manner the Legislature intends to promote the public interest and strengthen the faith and confidence of the people of Utah in the integrity of their government. It does not intend to deny any public officer or employee the opportunities available to all other citizens of the state to acquire private economic or other interests so long as this does not interfere with his full and faithful discharge of his public duties.

Amended by Chapter 147, 1989 General Session

#### **67-16-3 Definitions.**

As used in this chapter:

- (1) "Agency" means:
  - (a) any department, division, agency, commission, board, council, committee, authority, or any other institution of the state or any of its political subdivisions; or
  - (b) an association as defined in Section 53G-7-1101.
- (2) "Agency head" means the chief executive or administrative officer of any agency.
- (3) "Assist" means to act, or offer or agree to act, in such a way as to help, represent, aid, advise, furnish information to, or otherwise provide assistance to a person or business entity, believing that such action is of help, aid, advice, or assistance to such person or business entity and with the intent to assist such person or business entity.
- (4) "Business entity" means a sole proprietorship, partnership, association, joint venture, corporation, firm, trust, foundation, or other organization or entity used in carrying on a business.
- (5) "Compensation" means anything of economic value, however designated, which is paid, loaned, granted, given, donated, or transferred to any person or business entity by anyone other than the governmental employer for or in consideration of personal services, materials, property, or any other thing whatsoever.
- (6) "Controlled, private, or protected information" means information classified as controlled, private, or protected in Title 63G, Chapter 2, Government Records Access and Management Act, or other applicable provision of law.
- (7) "Filing clerk" means:
  - (a) the special district clerk, for a special public officer who holds an office on:
    - (i) the board of trustees of a special district; or
    - (ii) the governing body of a special service district; or
  - (b) the chief administrative officer, for a special public officer who holds an office on a local school board.
- (8) "Governing body" means:

- (a) the legislative body of a county, city, or town that establishes a special service district, if an administrative control board has not been appointed under Section 17D-1-301; or
  - (b) the administrative control board of a special service district, if the administrative control board has been appointed under Section 17D-1-301.
- (9) "Governmental action" means any action on the part of the state, a political subdivision, or an agency, including:
- (a) any decision, determination, finding, ruling, or order; and
  - (b) any grant, payment, award, license, contract, subcontract, transaction, decision, sanction, or approval, or the denial thereof, or the failure to act in respect to.
- (10) "Improper disclosure" means disclosure of controlled, private, or protected information to any person who does not have the right to receive the information.
- (11) "Legislative employee" means any officer or employee of the Legislature, or any committee of the Legislature, who is appointed or employed to serve, either with or without compensation, for an aggregate of less than 800 hours during any period of 365 days. "Legislative employee" does not include legislators.
- (12) "Legislator" means a member or member-elect of either house of the Legislature of the state of Utah.
- (13) "Political subdivision" means a district, school district, or any other political subdivision of the state that is not an agency, but does not include a municipality or a county.
- (14)
- (a) "Public employee" means a person who is not a public officer who is employed on a full-time, part-time, or contract basis by:
    - (i) the state;
    - (ii) a political subdivision of the state; or
    - (iii) an association as defined in Section 53G-7-1101.
  - (b) "Public employee" does not include legislators or legislative employees.
- (15)
- (a) "Public officer" means an elected or appointed officer:
    - (i)
      - (A) of the state;
      - (B) of a political subdivision of the state; or
      - (C) an association as defined in Section 53G-7-1101; and
    - (ii) who occupies a policymaking post.
  - (b) "Public officer" includes a special public officer.
  - (c) "Public officer" does not include legislators or legislative employees.
- (16) "Special public officer" means a public officer who is an elected or appointed member of:
- (a) the board of trustees of a special district or the governing body of a special service district, if the special district or the special service district has an annual budget that is equal to or exceeds 10 times the revenue and expenditure amount described in Subsection 51-2a-201(1); or
  - (b) a local school board.
- (17) "State" means the state of Utah.
- (18) "Substantial interest" means the ownership, either legally or equitably, by an individual, the individual's spouse, or the individual's minor children, of at least 10% of the outstanding capital stock of a corporation or a 10% interest in any other business entity.

Amended by Chapter 443, 2024 General Session

**67-16-4 Improperly disclosing or using private, controlled, or protected information -- Using position to secure privileges or exemptions -- Accepting employment that would impair independence of judgment or ethical performance -- Exception.**

- (1) Except as provided in Subsection (3), it is an offense for a public officer, public employee, or legislator to:
  - (a) accept employment or engage in any business or professional activity that he might reasonably expect would require or induce him to improperly disclose controlled information that he has gained by reason of his official position;
  - (b) disclose or improperly use controlled, private, or protected information acquired by reason of his official position or in the course of official duties in order to further substantially the officer's or employee's personal economic interest or to secure special privileges or exemptions for himself or others;
  - (c) use or attempt to use his official position to:
    - (i) further substantially the officer's or employee's personal economic interest; or
    - (ii) secure special privileges or exemptions for himself or others;
  - (d) accept other employment that he might expect would impair his independence of judgment in the performance of his public duties; or
  - (e) accept other employment that he might expect would interfere with the ethical performance of his public duties.
- (2)
  - (a) Subsection (1) does not apply to the provision of education-related services to public school students by public education employees acting outside their regular employment.
  - (b) The conduct referred to in Subsection (2)(a) is subject to Section 53E-3-512.
- (3) This section does not apply to a public officer, public employee, or legislator who engages in conduct that constitutes a violation of this section to the extent that the public officer, public employee, or legislator is chargeable, for the same conduct, under Section 63G-6a-2404 or Section 76-8-105.

Amended by Chapter 415, 2018 General Session

**67-16-5 Accepting gift, compensation, or loan -- When prohibited.**

- (1) As used in this section, "economic benefit tantamount to a gift" includes:
  - (a) a loan at an interest rate that is substantially lower than the commercial rate then currently prevalent for similar loans; and
  - (b) compensation received for private services rendered at a rate substantially exceeding the fair market value of the services.
- (2) Except as provided in Subsection (4), it is an offense for a public officer or public employee to knowingly receive, accept, take, seek, or solicit, directly or indirectly for himself or another a gift of substantial value or a substantial economic benefit tantamount to a gift:
  - (a) that would tend improperly to influence a reasonable person in the person's position to depart from the faithful and impartial discharge of the person's public duties;
  - (b) that the public officer or public employee knows or that a reasonable person in that position should know under the circumstances is primarily for the purpose of rewarding the public officer or public employee for official action taken; or
  - (c) if the public officer or public employee recently has been, is now, or in the near future may be involved in any governmental action directly affecting the donor or lender, unless a disclosure of the gift, compensation, or loan and other relevant information has been made in the manner provided in Section 67-16-6.

- (3) Subsection (2) does not apply to:
  - (a) an occasional nonpecuniary gift, having a value of not in excess of \$50;
  - (b) an award publicly presented in recognition of public services;
  - (c) any bona fide loan made in the ordinary course of business; or
  - (d) a political campaign contribution.
- (4) This section does not apply to a public officer or public employee who engages in conduct that constitutes a violation of this section to the extent that the public officer or public employee is chargeable, for the same conduct, under Section 63G-6a-2404 or Section 76-8-105.

Amended by Chapter 196, 2014 General Session

**67-16-5.3 Requiring donation, payment, or service to government agency in exchange for approval -- When prohibited.**

- (1) Except as provided in Subsection (3), it is an offense for a public officer, public employee, or legislator to demand from any person as a condition of granting any application or request for a permit, approval, or other authorization, that the person donate personal property, money, or services to any agency.
- (2)
  - (a) Subsection (1) does not apply to any donation of property, funds, or services to an agency that is:
    - (i) expressly required by statute, ordinance, or agency rule;
    - (ii) mutually agreed to between the applicant and the entity issuing the permit, approval, or other authorization;
    - (iii) made voluntarily by the applicant; or
    - (iv) a condition of a consent decree, settlement agreement, or other binding instrument entered into to resolve, in whole or in part, an actual or threatened agency enforcement action.
  - (b) If a person donates property, funds, or services to an agency, the agency shall, as part of the permit or other written authorization:
    - (i) identify that a donation has been made;
    - (ii) describe the donation;
    - (iii) certify, in writing, that the donation was voluntary; and
    - (iv) place that information in its files.
- (3) This section does not apply to a public officer, public employee, or legislator who engages in conduct that constitutes a violation of this section to the extent that the public officer, public employee, or legislator is chargeable, for the same conduct, under Section 63G-6a-2404 or Section 76-8-105.

Amended by Chapter 196, 2014 General Session

**67-16-5.6 Offering donation, payment, or service to government agency in exchange for approval -- When prohibited.**

- (1) Except as provided in Subsection (3), it is an offense for any person to donate or offer to donate personal property, money, or services to any agency on the condition that the agency or any other agency approve any application or request for a permit, approval, or other authorization.
- (2)
  - (a) Subsection (1) does not apply to any donation of property, funds, or services to an agency that is:



- (i) otherwise expressly required by statute, ordinance, or agency rule;
  - (ii) mutually agreed to between the applicant and the entity issuing the permit, approval, or other authorization;
  - (iii) a condition of a consent decree, settlement agreement, or other binding instrument entered into to resolve, in whole or in part, an actual or threatened agency enforcement action; or
  - (iv) made without condition.
- (b) The person making the donation of property, funds, or services shall include with the donation a signed written statement certifying that the donation is made without condition.
- (c) The agency receiving the donation shall place the signed written statement in its files.
- (3) This section does not apply to a person who engages in conduct that constitutes a violation of this section to the extent that the person is chargeable, for the same conduct, under Section 63G-6a-2404 or Section 76-8-105.

Amended by Chapter 196, 2014 General Session

**67-16-6 Receiving compensation for assistance in transaction involving an agency -- Sworn statement.**

- (1) Except as provided in Subsection (6), it is an offense for a public officer or public employee to receive or agree to receive compensation for assisting any person or business entity in any transaction involving an agency unless the public officer or public employee files a sworn, written statement disclosing the information described in Subsection (2) with:
- (a) the head of the officer or employee's own agency;
  - (b) the agency head of the agency with which the transaction is being conducted;
  - (c) the state attorney general; and
  - (d) for a public officer who is a special public officer, the filing clerk of the board of trustees, governing body, or local school board, as applicable, of which the special public officer is an elected or appointed member.
- (2) The sworn statement described in Subsection (1) shall contain:
- (a) the name and address of the public officer or public employee involved;
  - (b) the name of the public officer's or public employee's agency;
  - (c) the name and address of the person or business entity being or to be assisted; and
  - (d) a brief description of:
    - (i) the transaction as to which service is rendered or is to be rendered; and
    - (ii) the nature of the service performed or to be performed.
- (3) A public officer or public employee shall file the sworn statement described in Subsection (1) on or before the earlier of:
- (a) 10 days after the date on which the public officer or public employee and the person or business entity being assisted enter into an agreement; or
  - (b) the public officer's or public employee's receipt of compensation.
- (4) In accordance with Subsection (1)(d), a special public officer shall file the sworn statement with the filing clerk on or before the earlier of the deadlines described in Subsections (3)(a) and (b).
- (5) A filing clerk who receives the sworn statement described in Subsection (1) shall:
- (a) post a copy of the special public officer's sworn statement on, as applicable, the special district's, special service district's, or school district's website; and
  - (b) ensure that the sworn statement remains posted on the website described in Subsection (5)
    - (a) until the special public officer leaves office.
- (6) The sworn statement described in Subsection (1) is public information and shall be available for examination by the public.

- (7) This section does not apply to a public officer or public employee who engages in conduct that constitutes a violation of this section to the extent that the public officer or public employee is chargeable, for the same conduct, under Section 63G-6a-2404 or Section 76-8-105.

Amended by Chapter 443, 2024 General Session

**67-16-7 Disclosure of substantial interest in regulated business -- Exceptions.**

- (1) Except as provided in Subsection (5), a public officer or public employee who is an officer, director, agent, employee, or owner of a substantial interest in any business entity that is subject to the regulation of the agency by which the public officer or public employee is employed shall disclose a position held in the entity and the precise nature and value of the public officer's or public employee's interest in the entity:
- (a) upon first becoming a public officer or public employee;
  - (b) whenever the public officer's or public employee's position in the business entity changes significantly; and
  - (c) if the value of the public officer's or public employee's interest in the entity increases significantly.
- (2) The disclosure required under Subsection (1) shall be made in a sworn statement filed with:
- (a) for a public officer or a public employee of the state, the attorney general;
  - (b) for a public officer or a public employee of a political subdivision, the chief governing body of the political subdivision;
  - (c) the head of the agency with which the public officer or public employee is affiliated;
  - (d) for a public employee, the public employee's immediate supervisor; and
  - (e) for a public officer who is a special public officer, the filing clerk of the board or trustees, governing body, or local school board, as applicable, of which the special public officer is an elected or appointed member.
- (3) A filing clerk who receives the sworn statement described in Subsection (1) shall:
- (a) post a copy of the special public officer's sworn statement on, as applicable, the special district's, special service district's, or school district's website; and
  - (b) ensure that the sworn statement remains posted on the website described in Subsection (3) (a) until the special public officer leaves office.
- (4)
- (a) This section does not apply to instances where the total value of the substantial interest does not exceed \$5,000.
  - (b) A life insurance policy or an annuity is not required to be considered in determining the value of a substantial interest under this section.
- (5) A disclosure made under this section is a public record and a person with whom a disclosure is filed under Subsection (2) shall make the disclosure available for public inspection.
- (6) A public officer is not required to file a disclosure under this section if the public officer files a disclosure under Section 20A-11-1604.

Amended by Chapter 443, 2024 General Session

**67-16-8 Participation in transaction involving business as to which public officer or employee has interest -- Exceptions.**

- (1) A public officer or public employee may not, in the public officer's or public employee's official capacity, participate in, or receive compensation as a result of, a transaction between the state or a state agency and a business entity of which the public officer or public employee is an

officer, director, agent, employee, or owner of a substantial interest, unless the public officer or public employee has disclosed the public officer's or public employee's relationship to the business entity in accordance with Section 67-16-7 or 20A-11-1604.

- (2) A concession contract between an agency, political subdivision, or the state and a certified professional golf association member who is a public employee or officer does not violate the provisions of Subsection (1) or Title 10, Chapter 3, Part 13, Municipal Officers' and Employees' Ethics Act.

Amended by Chapter 59, 2018 General Session

**67-16-9 Conflict of interests prohibited.**

No public officer or public employee shall have personal investments in any business entity which will create a substantial conflict between the public officer's or public employee's private interests and the public officer's or public employee's public duties.

Amended by Chapter 365, 2024 General Session

**67-16-10 Inducing others to violate chapter.**

No person shall induce or seek to induce any public officer or public employee to violate any of the provisions of this chapter.

Amended by Chapter 147, 1989 General Session

**67-16-11 Applicability of provisions.**

- (1) As used in this section, "government position" means the position of a legislator, public officer, or public employee.
- (2) The provisions of this chapter:
  - (a) apply to all public officers and public employees; and
  - (b) do not apply to a conflict of interest that exists between two or more government positions held by the same individual, unless the conflict of interest is also due to a personal interest of the individual that is not shared by the general public.

Amended by Chapter 360, 2016 General Session

**67-16-12 Penalties for violation -- Removal from office or dismissal from employment.**

In addition to any penalty contained in any other provision of law:

- (1) any public officer or public employee who knowingly and intentionally violates this chapter, with the exception of Sections 67-16-6 and 67-16-7, shall be dismissed from employment or removed from office as provided by law, rule, or policy within the agency; and
- (2) any public officer, public employee, or person who knowingly and intentionally violates this chapter, with the exception of Sections 67-16-6 and 67-16-7, shall be punished as follows:
  - (a) as a felony of the second degree if the total value of the compensation, conflict of interest, or assistance exceeds \$1,000;
  - (b) as a felony of the third degree if:
    - (i) the total value of the compensation, conflict of interest, or assistance is more than \$250 but not more than \$1,000; or

- (ii) the public officer or public employee has been twice before convicted of violation of this chapter and the value of the conflict of interest, compensation, or assistance was \$250 or less;
- (c) as a class A misdemeanor if the value of the compensation or assistance was more than \$100 but does not exceed \$250; or
- (d) as a class B misdemeanor if the value of the compensation or assistance was \$100 or less.

Amended by Chapter 108, 2000 General Session

**67-16-14 Unethical transactions -- Duty to dismiss officer or employee -- Right to rescind or void contract.**

If any transaction is entered into in violation of Section 67-16-6, 67-16-7, or 67-16-8, the state, political subdivision, or agency involved:

- (1) shall dismiss the public officer or public employee who knowingly and intentionally violates this chapter from employment or office as provided by law; and
- (2) may rescind or void any contract or subcontract entered into in respect to such transaction without returning any part of the consideration that the state, political subdivision, or agency has received.

Amended by Chapter 147, 1989 General Session

**67-16-15 Complaint -- Political Subdivisions Ethics Review Commission.**

A person may file a complaint for an alleged violation of this chapter by a political subdivision officer or employee in accordance with Title 63A, Chapter 15, Political Subdivisions Ethics Review Commission.

Amended by Chapter 461, 2018 General Session

**67-16-16 Special public officer -- Annual conflict of interest disclosure statement -- Exception -- Penalties.**

- (1) Except as provided in Subsection (7), a special public officer shall, no sooner than January 1 and no later than January 31 of each year during which the special public officer holds elected or appointed office:
  - (a) prepare a written conflict of interest disclosure statement that contains a response to each item of information described in Subsection 20A-11-1604(6); and
  - (b) submit the written disclosure statement to the filing clerk.
- (2)
  - (a) No later than 10 business days after the day on which a special public officer submits the written disclosure statement described in Subsection (1) to the filing clerk, the filing clerk shall:
    - (i) post an electronic copy of the written disclosure statement on, as applicable, the special district's, special service district's, or school district's website; and
    - (ii) provide the lieutenant governor with a link to the electronic posting described in Subsection (2)(a)(i).
  - (b) The filing clerk shall ensure that the special public officer's written disclosure statement remains posted on the website described in Subsection (2)(a)(i) until the special public officer leaves office.
- (3) The filing clerk shall take the action described in Subsection (4) if:

- (a) a special public officer fails to timely submit a written disclosure statement; or
  - (b) a submitted written disclosure statement does not comply with the requirements of Subsection 20A-11-1604(6).
- (4) If a circumstance described in Subsection (3) occurs, the filing clerk shall, within five days after the day on which the filing clerk determines that a violation occurred, notify the special public officer of the violation and direct the special public officer to submit an amended report correcting the problem.
- (5)
- (a) It is unlawful for a special public officer to fail to submit or amend a written disclosure statement within seven days after the day on which the special public officer receives the notice described in Subsection (4).
  - (b) A special public officer who violates Subsection (5)(a) is guilty of a class B misdemeanor.
  - (c) The filing clerk shall report a violation of Subsection (5)(a) to the attorney general.
  - (d) In addition to the criminal penalty described in Subsection (5)(b), the filing clerk shall impose a civil fine of \$100 against a special public officer who violates Subsection (5)(a).
- (6) The filing clerk shall deposit a fine collected under this section into the, as applicable, special district's, special service district's, or school district's general fund as a dedicated credit to pay for the costs of administering this section.
- (7) For a special public officer who is also a state legislator, a member of the legislative body of a county or municipality, or who is otherwise required to make the written disclosure statement described in Subsection (1) under another provision of law:
- (a) Subsection (1) does not apply; and
  - (b) the filing clerk shall, instead:
    - (i) post an electronic link on the website described in Subsection (2)(a)(i) to the written disclosure statement the special public officer made in the special public officer's capacity as:
      - (A) a state legislator, under Title 20A, Chapter 11, Part 16, Conflict of Interest Disclosures;
      - (B) an elected officer of a county, under Section 17-16a-13;
      - (C) an elected officer of a municipality, under Section 10-3-1313; or
      - (D) an individual who is otherwise required to make the written disclosure statement described in Subsection (1) under another provision of law; and
    - (ii) provide the lieutenant governor with a link to the electronic posting described in Subsection (7)(b)(i).

Enacted by Chapter 443, 2024 General Session