Town of Spring Lake

Town Council Meeting Agenda

Meeting to be Held

May 20, 2026 – 6:00 P.M.
3744 West 12240 South
Spring Lake, Utah 84651

NOTICE IS HEREBY GIVEN THAT THE COUNCIL OF THE TOWN OF SPRING LAKE WILL HOLD A TOWN COUNCIL MEETING ON WEDNESDAY, MAY 20, 2026, AT 6:00 PM.

JOIN US DIGITALLY AT https://zoom.us/j/95517483913?pwd=Pybwa95aHcnSZ8KWSo6rj6PbbEj3aw.1

1. CALL THE MEETING TO ORDER/ROLL CALL: MAYOR WADE MENLOVE

Councilmembers Present: Mayor Wade Menlove; Sharon Bascom, David Charles, Robert Judd.
Councilmembers Present Virtually: Robert Marsh.
Staff Present: LAA, Spencer Foster.
Staff Absent: Town Recorder, Rebecca Batty; Deputy Town Recorder, Brenda Warner.
Mayor Menlove: Conducted a roll call to start the meeting.

2. OPENING CEREMONIES

    a. PLEDGE OF ALLEGIANCE: BY INVITATION

    b. PRAYER/MOMENT OF SILENCE: BY INVITATION

Chair Jason Knapp: Offered the opening prayer, followed by the Pledge of Allegiance.

PUBLIC COMMENT

THIS IS THE TIME SET ASIDE FOR THE PUBLIC TO BRING FORWARD ANY ITEM THAT THEY WISH TO DISCUSS. THESE ITEMS DIFFER FROM THOSE ON THE AGENDA CONSIDERED FOR PUBLIC HEARINGS. PLEASE KEEP COMMENTS TO THREE MINUTES MAXIMUM.

No public comments were made.

AGENDA ACTION ITEMS

TOWN COUNCIL MAY TAKE ACTION ON THE FOLLOWING AGENDA ITEMS

3. DISCUSSION AND POTENTIAL ACTION – APPROVAL OF MINUTES FROM APRIL 15, 2026, MEETING.

The Council reviewed the April 15, 2026 Town Council meeting minutes. No corrections or revisions were proposed.
Councilmember Judd: Moved to approve minutes.
Councilmember Charles: Seconded the motion.
Vote: Mayor Menlove – Y, Councilmember Charles – Y, Councilmember Bascom – Y, Councilmember Judd – Y, Councilmember Marsh – Y. Motion carried unanimously, and minutes approved.

4. DISCUSSION AND POTENTIAL ACTION – APPROVAL OF RESOLUTION NO. 26-10 AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO UTAH COUNTY FOR MUNICIPAL RECREATION GRANT PROGRAM FUNDING.

Spencer Foster: Explained that Utah County annually offers municipalities the opportunity to apply for a Municipal Recreation Grant. Spring Lake qualified to apply for up to $1,000 in reimbursement funding for eligible recreation-related expenses, including park maintenance, equipment purchases, and community events. He explained that no matching funds were required and that the application deadline was June 8.
Mayor Menlove: Asked questions regarding the application process, eligible expenditures, reimbursement procedures, and whether the application required identifying specific projects. Mr. Foster explained that the application allowed flexibility by listing anticipated recreation-related expenses rather than committing to a single project.
Mayor Menlove: Invited Council members to assist with preparing the application. Councilmember David Charles volunteered to complete the application with assistance from staff if needed. Discussion included possible uses for the funding, including community events, park maintenance equipment, and recreational improvements.
Councilmember Judd: Made a motion to pass resolution 26-10..
Councilmember Bascom: Seconded the motion.
Vote: Mayor Menlove – Y, Councilmember Charles – Y, Councilmember Bascom – Y, Councilmember Judd – Y, Councilmember Marsh – Y. Motion carried unanimously, and resolution 26-10 passed.

5. DISCUSSION AND POTENTIAL ACTION – TRUTH IN TAXATION PROCESS CHALLENGES, APPROVAL OF THE TOWN TO APPROACH THE COUNTY TO DISCUSS ADDITIONAL FUNDING FOR FY 26-27.

Mayor Menlove: Informed the Council that the Utah State Tax Commission had determined Spring Lake would not be eligible to levy property taxes during Fiscal Year 2026–2027 because the Town's Certificate of Incorporation was signed by the Lieutenant Governor after January 1. Although the incorporation documents had been accepted in December, the official signature date prevented the Town from participating in the Truth in Taxation process for the upcoming fiscal year.
Mayor Menlove: Explained that he immediately contacted Utah County officials, including County Administrator Ezra Nair and Commissioner Skyler Beltran, to discuss replacing the anticipated property tax revenue. He reported that Commissioner Beltran expressed support for providing county funding equivalent to the Town's anticipated property tax revenue while the Town remained ineligible to levy property taxes, subject to formal County approval.
Spencer Foster: Explained that although the Truth in Taxation process would no longer apply, the Town would continue through the standard municipal budget adoption process. He reviewed the revised budget calendar, required public hearing notices, budget adoption deadlines, and filing requirements with the State Auditor.
Mayor Menlove/Spencer Foster: Reviewed the revised budget schedule and discussed replacing anticipated property tax revenues with county funding in the proposed budget.
Councilmember Charles: Commented that the revised process would likely result in a more accurate first-year operating budget and expressed appreciation that Utah County appeared willing to work with the Town during its transition.
Mayor Menlove: Also discussed efforts by the Utah League of Cities and Towns to pursue legislative changes that would prevent future newly incorporated municipalities from encountering the same issue.
No formal action was taken.

6. DISCUSSION AND POTENTIAL ACTION – RESOLUTION NO. 26-07 AUTHORIZING THE MAYOR TO ENTER AN INTERLOCAL AGREEMENT WITH PAYSON FIRE & EMS FOR SERVICES FOR THE TOWN.

Spencer Foster: Explained that the interlocal agreement remained on the agenda in case the Council wished to move forward with negotiations.

Councilmember Charles: Recommended postponing approval until a contract attorney had been retained to review the agreement.
Mayor Menlove: Agreed that obtaining legal review before execution was appropriate.
No action was taken.

7. DISCUSSION AND POTENTIAL ACTION – RESOLUTION NO. 26-08 AUTHORIZING THE MAYOR TO ENTER AN INTERLOCAL AGREEMENT WITH UTAH COUNTY SHERIFF FOR SERVICES FOR THE TOWN.

Mayor Menlove: Reported that a meeting with the Utah County Sheriff's Office had been scheduled to begin discussing contract terms and service expectations. Discussion focused on anticipated law enforcement costs and how the feasibility study compared with current county service area funding.
Mayor Menlove: Noted that the incorporation feasibility study estimated approximately $25,000 annually for contracted law enforcement based on comparable contracts with Goshen and Cedar Fort, while recent county calculations suggested substantially higher service area revenues had previously been collected for law enforcement. He expressed concern about paying significantly more than similarly situated communities for comparable services.
Councilmember Charles: Stated that while the feasibility study provided a useful benchmark, the Town should be prepared to negotiate based upon actual services provided. He emphasized the importance of understanding what level of patrol, reporting, and response the Sheriff's Office would provide before entering into an agreement.
Councilmember Marsh: Suggested contacting the consultants who prepared the incorporation feasibility study to better understand how the estimated law enforcement costs had been calculated, providing additional information for negotiations.
Chair Knapp: Reviewed the feasibility study and explained that the consultant's estimates were based upon existing sheriff contracts with Goshen and Cedar Fort rather than direct negotiations with Utah County.
Spencer Foster: Reviewed property tax calculations for the existing county service areas and explained how the County had estimated the amount previously collected for law enforcement, fire protection, and community development. The Council also discussed comparing services offered by the Utah County Sheriff's Office with potential law enforcement services from Santaquin City.
Mayor Menlove: Agreed to contact Santaquin before the scheduled meeting with the County to obtain additional information regarding potential contract costs.
Commissioner Behling: Suggested exploring regional partnerships, including possible coordination with Genola, if additional patrol services became desirable in the future.
Councilmembers: Further discussed law enforcement jurisdiction at the Payson City reservoir, animal control responsibilities, and future Justice Court options depending upon which law enforcement provider was ultimately selected. Consensus of the Council was to continue negotiations with both Utah County and Santaquin and postpone approval of any interlocal agreement until contract language had been reviewed by legal counsel.
No action was taken.

WORK SESSION/TRAINING

8. DISCUSSION – REVIEW OF THE BUDGET PROCESS AND ADOPTION OF A 26/27 BUDGET WITHOUT TRUTH IN TAXATION.

Councilmembers: Completed discussion of the revised budget process during Agenda Item 5. No additional discussion or action occurred under this agenda item.

9. DISCUSSION – CONTRACT ATTORNEY SERVICES AND TOWN INSURANCE UPDATE

Mayor Menlove: Reported that the Request for Proposals for contract legal services had been advertised and distributed directly to several attorneys. One attorney acknowledged receipt of the request, although no formal proposals had yet been submitted.

Spencer Foster: Reminded the Council that Utah County required submission of an invoice and IRS Form W-9 before distributing previously approved transition funding. He agreed to coordinate submission of the required documents.
Mayor Menlove/Spencer Foster: Discussed completion of outstanding transparency reporting requirements and coordination with the Utah State Tax Commission to upload required financial reports.
Mayor Menlove: Reported that work continued on obtaining municipal liability insurance, crime coverage, and cybersecurity insurance through the Utah Local Governments Trust. He also noted that cybersecurity implementation would require coordination with Jonah from the Town's technology provider to configure Town computers.
Additional discussion included upcoming legal orientation training, future animal control agreements, and determining the appropriate Justice Court after selecting a long-term law enforcement provider.

REPORTS

10. MAYOR

Mayor Menlove: Informed the Council that the Town had received an $810 donation to support Spring Lake Days and discussed how those funds might be used for the community celebration.

11. TOWN COUNCIL

Councilmembers: Briefly discussed community events and acknowledged continued progress in establishing Town operations.

12. STAFF MEMBERS
13. PLANNING COMMISSION
14. OTHER

CLOSED MEETING (IF NECESSARY)

POSSIBLE MOTION TO ENTER INTO CLOSED MEETING FOR THE PURCHASE, EXCHANGE, OR LEASE OF PROPERTY; PENDING OR REASONABLY IMMINENT LITIGATION; THE CHARACTER, PROFESSIONAL COMPETENCE, OR THE PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL; OR THE DEPLOYMENT OF SECURITY PERSONNEL, DEVICES, OR SYSTEMS.

ADJOURNMENT

Councilmember Bascom: Moved to adjourn the meeting.
Councilmember Charles: Seconded the motion.
Vote: Motion carried unanimously.
Mayor Menlove: Adjourned the meeting at approximately 7:25 p.m.

Rebecca Batty, Town Recorder