



CITY OF WALNUT GROVE
August 28, 2025 10:00 AM
1021 PARK STREET MUNICIPAL BUILDING
Summary Minutes Work Session

- I. Call to Order** – Mayor Moncrief called the meeting to order at 10:00 am
- II. Invocation** - Given by City Attorney Jay Crowley
- III. Pledge of Allegiance** – The pledge was said by all in attendance
- IV. Roll Call** – Present: Mayor Stephanie Moncrief, City Administrator Joe Morris, City Clerk Lynn Heard, Mayor Pro Tem Erica Miles, Council Member Rachel Davis, Council Member Maxine McClanahan, Council Member Linda Pilgrim, City Attorney Jay Crowley, City Engineer Joe Walter
- V. Agenda Approval** – Mayor Pro Tem Erica Miles motioned to approve the agenda with the change of adding Maximum RX Credit as #1 to New Business and adjusting the number sequence. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
- VI. Old Business**
 - 1. Discussion: Mass Notification System** – Crisis24 (CodeRed), Civic Plus, UpAhead and TextMyGov were discussed. This will be discussed further at the next Council Meeting on September 11, 2025.
 - 2. Discussion: Website Hosting Proposals** – Granicus, Munibit, CivicPlus and Revize were discussed. This will be discussed further at the next Council Meeting on September 11, 2025.
- VII. New Business**
 - 1. Discussion: Maximum RX Credit** – John and Adena Fuller, 1308 Industrial Pkwy. Expansion Sidewalk Installation Waiver Request. This will be discussed at the next Council Meeting on September 11, 2025.
 - 2. Discussion: Fee Schedule, User Fees, Planning and Zoning and Sanitation** – This will be discussed further at the next Council Meeting on September 11, 2025.
 - 3. Discussion: Sanitation Billing Solution** – This will be discussed further at the next Council Meeting on September 11, 2025.

4. **Discussion: Ordinance Amendment, Sunday Alcohol Sales** – This will be updated with today's compliance and will be voted on at the next Council Meeting on September 11, 2025.
5. **Discussion: Financials and Reporting** – Council Member Maxine McClanahan shared her preference for a particular financial report, explaining why she found it more useful than the others.
6. **Discussion: Proposed Business Ordinance** – Council Member Rachel Davis proposed an Ordinance to require businesses operating in a brick-n-mortar location to maintain regular business operations and provide updated contact information as a condition of licensure; to provide for exceptions; to provide for enforcement; and for other purposes. The Ordinance was given to the City Attorney for legal review. This will be discussed at the next Work Session on September 25, 2025.
7. **Discussion: Proposed Ordinance for Rental Properties/Short Term Rentals** – Council Member Rachel Davis proposed an Ordinance for rental properties that are HB 399 compliant. The Ordinance was given to the City Attorney for legal review. This will be discussed at the next Work Session on September 25, 2025.
8. **Discussion: Stormwater Fund** – Mayor Pro Tem Erica Miles presented the need for a stormwater fund and expressed concern regarding multiple stormwater pipe issues within the city, the cost of the most recent emergency situation in Magnolia Springs and other stormwater pipes nearing the end of their lifespan. She also presented how other municipalities collected funds for their stormwater fund. This will be discussed at the next Work Session on September 25, 2025.
9. **Discussion: Speed Detection Sign** – Mayor Pro Tem Erica Miles expressed concerns Regarding speeding on Hwy. 81 and Hwy. 138. She presented quotes for mobile speed radar signs that collect data. She also stated she has been in touch with the Sheriff Department and they have been helpful and have been patrolling the area. Her hopes are to collect data to present to DOT in order to reduce the speed limit within the city limits. She is continuing to research this process. This will be discussed at the next Work Session on September 25, 2025.

VIII. Adjourn – Mayor Moncrief called for a motion to adjourn. Council Member Maxine McClanahan motioned. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously.