MINUTES
MEADOW SPECIAL COUNCIL MEETING
Thursday, August 5th, 2025, 6:00pm.

In Attendance:

Mayor	Natalie
Council Members	Nettie Ticer, Everett McArthur, Amparo Flores
City Administrator	Terri McClanahan

Absent: Mayor Pro Tem Maria Fraire, City Secretary Desiree Ruiz
Others present: Les Hayenga

1. Call to Order: 6:02pm.

2. Apptegy Contract: Discussed status and use of the City website. Chase stated the website is up but is underutilized and needs regular updates. There is some remaining app development; task falls on the City to complete minor changes and account setup, not the contractor. Chase stated we need to be better about posting through ThrillShare. He stated posting the newsletter, building permit application, council meeting minutes, and code of ordinances would be a start. Terri stated Ransom Canyon's website could be used as inspiration for improvements, but she would need help implementing them. Mayor Howard stated the website needs to be up and running as soon as possible. October 1st is the set deadline for the updates.

3. Security System and Internet Project: Everett made a motion to approve the security and internet project. Amparo seconded the motion, all for. Motion carried.

4. Amendment to 2024/2025 Budget: Review of security system and internet projects that were not originally included in the budget. The total amount needed for capital improvements is $24,300, requiring a budget amendment. Terri stated the capital imp. fund has been stretched due to high water department expenses with money transfers delayed until increased rates take effect. Water rate increase is scheduled for October's usage and will be on November's bill, with actual Cap Imp. transfers anticipated to resume in November or December. Everett made a motion to amend the budget and increase Cap Imp. to $24,300, General (computer expense) to $7400, and General (office expense) to $4700. Amparo seconded the motion, all for. Motion carried.

5. Amendment to Code of Ordinances Appendix A, Water Rates: Mayor Howard suggested raising the return check fee from $25 to $30 to align with common practices. Terri stated the average utility bill will see about a 20% rate increase. Everett stated the need to have a town hall meeting to communicate the increase and rationale to residents. Amparo suggested providing the residents with all the data the Council was provided in

making the rate increase decision for transparency. Town Hall meeting scheduled for September 16th at 6:30pm at the Music Hall. Everett made a motion to amend Appendix A. Water Rates along with raising the return check fee from $25 to $30. Amparo seconded the motion, all for. Motion carried.

Discussion: Plan to amend personnel policy to require all employees smoking to occur only behind the city shop. Terri stated it cannot be voted on yet as it was not part of the agenda. Further personnel policy changes are to be brought up at the next council meeting; issues with cigarette litter at public buildings noted. Student groups and city staff discussed as options for cleanup efforts around entrances.

6. Adjourn: Chase made a motion to adjourn. Everett seconded the motion, all for. Motion carried. Mayor Howard adjourned the meeting at 6:35pm.

Natalie Howard, Mayor

Desiree Ruiz, City Secretary