



MONROE CITY COUNCIL MEETING  
DECEMBER 9, 2025, 7:00 p.m.  
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**7:00 pm**

**1.** The regular meeting of the Monroe City Council was called to order by Mayor Parsons at 7:00 p.m.

**2.** The Pledge of Allegiance was led by Mayor Parsons. Councilmember Mathie offered a prayer.

**3. Roll Call**

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright - absent

Ryan Johnson

Michael Mathie

Perry Payne

Erica Serrine - absent

Public Works Director John Draper

City Recorder Allison Leavitt

**4. Consider a motion to approve the minutes of the meetings held September 23, 2025, and October 21, 2025.**

**Councilmember Payne moved to approve the September 23, 2025, and October 21, 2025, Regular City Council Meeting Minutes as submitted. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

**5. Citizen input – Limit of 3 minutes per comment**

A citizen addressed the Council regarding her living situation. She explained that she lives in a trailer house in her daughter's backyard, Rashena Tuft located at 454 S 100 E and had received a

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letter stating she needed to move by December 14th. She inquired if there were any provisions that would allow her to stay, mentioning she was there for medical reasons so her daughter could monitor her health.

Mayor Parsons explained that according to City ordinance, this arrangement was not permitted within City limits (as opposed to county jurisdiction). He noted that enforcement typically occurs when a neighbor files a complaint. The Mayor advised her to contact Trevor Peterson, Monroe City Code Enforcement Officer, whose contact information should be on the letter she received, to discuss any possible extension.

#### **6. Approval of November 2025 warrant register, cash disbursements, adjustment journal, and aging report.**

**Councilmembers reviewed and signed the November 2025 warrant register, cash, disbursements, adjustment journal.**

#### **7. Business**

##### **a. Planning Commission – Vice Chairperson Bart Lee**

##### **1. Single lot split and boundary line adjustment- Pete Weimer - Parcel Numbers 1-M6A-15 & 1-M6A-16**

Planning Commission Vice Chairperson Lee explained to the Council that Pete Weimer has attended several Planning Commission meetings to discuss options for a single lot split and boundary lot lines adjustment for his property. With the option that Mr. Weimer has submitted a single lot split will not be necessary only a boundary lot line adjustment. Mr. Weimer will still have three (3) lots, with the access road to the house being part of the parcel in which the house is located. The two other parcels will have access from Monroe Canyon Road. This satisfy the requirements set by Monroe City ordinances and the Planning Commission is recommending approval of Pete Weimer submitted boundary line adjustment proposal.

**Councilmember Payne moved to accept boundary lot line adjustment proposal submitted by Pete Weimer (Parcels 1-M6A-15 & 1-M6A-16). Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

##### **2. Recommendation for Proposed amendment to Monroe City Land Use Zoning Ordinance Title 13 Section 10- Wellhead Protection Zone**

The Planning Commission recommended updating the Monroe City Land Use ordinance 13.10.3 Wellhead Protection zone language to ensure consistency across zones 2, 3, and 4 regarding the minimum lot size requirement of 2 acres. Vice Chair Lee explained that the current language created inconsistencies where building was permitted in some zones but not others due to missing minimum lot size specifications.

**Councilmember Payne moved to amend the Monroe City land use zoning ordinance for the Wellhead Protection Zone 13.10.3. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

- b. Consider Resolution 12 01 2025 Supporting America250 Utah and Recognizing and Approving of the Monroe City Utah 250 Community Committee

Mayor Parsons explained that this resolution pertains to the 250th anniversary of the United States. He noted that the City would receive approximately \$1,500 that could be used for community events like a public picnic. City Recorder Allison Leavitt added that they would incorporate the logo into our July 24<sup>th</sup> celebration and other City advertising.

**Councilmember Mathie moved to adopt Resolution 12-01-2025 supporting America250 Utah and recognizing and approving of the Monroe City Utah 250 Community Committee. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

- c. Resolution 12 02 2025 - Accepting Goold Brothers Corner Annexation Petition

City Recorder Allison Leavitt explained that this resolution is just accepting the annexation petition (step one in the process), not approving the annexation itself. The detailed requirements could be addressed in future agreements.

Mayor Parsons explained that he wanted on the record that a development agreement stating that the developers of the Goold Brothers Subdivision will be responsible for maintenance of the detention pond that will be placed in the property annexed into the City for a specified period before the City takes possession of the pond. This is necessary because the Council allowed the Goold Brothers Subdivision to be exempt from installing curb and gutter.

**Councilmember Johnson moved to adopt Resolution 12-02-2025 accepting Goold Brothers Corner annexation petition. Councilmember Payne seconded the motion. A roll call vote was**

called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0

d. Resolution 12 03 2025 - Accepting Lindsay / Thalman Annexation Petition

Local citizens voiced their concerns and objections to the Lindsay/Thalman annexation because of plans to build a dance studio on the annexed property. They felt that this area is not conducive to a commercial use such as a dance studio due to the traffic it would create.

Mayor Parsons emphasized that they were only considering accepting an annexation petition for a residential area at this point, not approving the annexation itself. City Recorder Allison Leavitt explained that the Planning Commission would hold a public hearing the following Tuesday regarding potential commercial zoning for the property.

Those in attendance were encouraged to attend the Planning Commission meeting and state their concerns during the public hearing portion of the meeting.

**Councilmember Johnson moved to adopt Resolution 12-03-2025 accepting Lindsay/Thalman annexation petition. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

e. Appointment to Utility Board - Mayor Parsons

Mayor Parsons stated that he had contacted Mike Murdock to serve on the Utility Board, replacing Board member RK Nielson, and Mr. Murdock had accepted the appointment.

f. Appointment to Planning Commission – Mayor Parsons

Mayor Parsons stated that he had contacted Lance Roberts and Riley Lindsay regarding serving on the Planning Commission, and both had accepted the appointment. They will replace current commissioners Bart Lee and Jason Bagley. Mayor Parsons would like to thank Commissioner Bart Lee for his time spent on the Planning Commission, he has done a very good job.

g. Utah Privacy Training - City Recorder Allison Leavitt

City Recorder Allison Leavitt presented a video training on data privacy as required by state law. The Council watched a video explaining the Government Data Privacy Act (GDPA) and best

practices for handling personal data. This is the first step in the adoption of a Privacy Policy for the City.

- h. Consider Ordinance 12 01 2025 Enacting a local sale and use tax RAP tax one-tenth of one percent

With the RAP tax successfully gaining approval from Monroe Citizens during the recent election the Council needs to consider an ordinance to enact a Recreation, Arts, and Parks (RAP) tax of one-tenth of one percent.

**Councilmember Mathie moved to adopt Ordinance 12-01-2025 enacting a local sales and use tax RAP tax of one-tenth of one percent. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

- i. Consider adopting Ordinance 12 2 2025 - Amending Monroe City Zoning Ordinance Title 13.10.3 Wellhead Protection Zone General Requirements

This item formalizes the amendment discussed earlier under the Planning Commission's recommendation.

**Councilmember Johnson moved to adopt Ordinance 12-02-2025 amend the Monroe City zoning ordinance Title 13.10.3 Wellhead Protection Zone general requirements. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

- j. Consider cancellation of December 22, 2025 -Regular Council Meeting

Due to the Christmas holiday the Council chose to cancel the December 22, 2025, City Council meeting

**Councilmember Payne moved to cancel the December 22, 2025, regular City Council meeting due to the Christmas Holiday. Councilmember Mathie seconded the motion. A roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried. 3-0**

## **8. Other Business**

- a. Staff Reports

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196 City Recorder Allison Leavitt –

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198 \*Discussed grant options for pickleball courts. She reported that constructing two courts would  
199 cost approximately \$118,000, while four courts would cost \$250,000. Council discussed  
200 pursuing funding for two courts initially, with the possibility of adding more later, especially as  
201 RAP tax revenue becomes available.

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203 The Council agreed to examine the proposed location by the tennis courts to determine the  
204 feasibility of construction of pickleball courts in this area.

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206 \*Update on travel trailer enforcement letters that were sent to five property owners stating  
207 that they were not in compliance with Monroe City ordinances. Three residents responded to  
208 the notification letters. One owner planned to move their trailer by the end of January, another  
209 had winterized his trailer and confirmed no one was living in it, and the other one spoke to the  
210 Council tonight during citizen comment requesting an extension of time to remedy the  
211 situation.

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213 Public Works Director John Draper

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215 No further business.

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217 b. Department Business-Council

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219 Councilmember Payne-



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221 \*The Council had approved increasing our participation in the Fremont Solar project to 600  
222 kilowatts, but UAMPS only allowed us to increase our participation to 449 kilowatts.

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224 \*Has received complaints of people exceeding the speed limit on 300 N. Mayor Parsons asked  
225 Public Works Director John Draper about placing our mobile speed limit sign in the area and  
226 City Recorder Allison Levitt will contact the Sevier County Sheriff's department and request  
227 additional patrolling in the area.

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229 Councilmember Johnson-

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231 \*Complimented City staff on the planning of the annual tree lighting ceremony, which was held  
232 at the Greystone. Everything went smoothly. It was discussed that next year we will set a  
233 specific end time of 7:30 p.m. so that Santa knows how long to stay. Council discussed the  
234 possibility of purchasing some outdoor heaters for next year.

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236 Councilmember Mathie-  
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238 No further business.  
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240 Mayor Parsons –  
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242 No further business.  
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244 **9. Adjournment**  
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246 **There being no further business to come before the Council for consideration,**  
247 **Councilmember Mathie moved the Regular Council Meeting adjourn at 7:48 p.m.**  
248 **Councilmember Payne seconded the motion. The vote was unanimous. The motion carried. 3-**  
249 **0**  
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251 The next regular City Council meeting is scheduled to be held on Tuesday, January 13 starting at  
252 7:00 p.m. at Monroe City Office.  
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254 Approved this 13<sup>th</sup> day of January 2026.  
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258 Allison Leavitt  
259 Monroe City Recorder  
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Johnny C. Parsons  
Mayor