



7 7:00 pm

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

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

14 3. Roll Call

## 15 Mayor Johnny Parsons

## 16 Councilmembers:

## 17 Janet Cartwright - absent

18 Ryan Johnson

19 Michael Mathie

20 Perry Payne

21 Erica Sirrine - absent

## 22 Public Works Director John Draper

## 23 City Recorder Allison Leavitt

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

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

### 33 5. Citizen input – Limit of 3 minutes per comment

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

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

40  
41 Mayor Parsons explained that according to City ordinance, this arrangement was not permitted  
42 within City limits (as opposed to county jurisdiction). He noted that enforcement typically  
43 occurs when a neighbor files a complaint. The Mayor advised her to contact Trevor Peterson,  
44 Monroe City Code Enforcement Officer, whose contact information should be on the letter she  
45 received, to discuss any possible extension.

46  
47 **6. Approval of November 2025 warrant register, cash disbursements, adjustment journal, and**  
48 **aging report.**

49  
50 **Councilmembers reviewed and signed the November2025 warrant register, cash,**  
51 **disbursements, adjustment journal.**

52  
53 **7. Business**

54  
55 a. Planning Commission – Vice Chairperson Bart Lee

56  
57 1. Single lot split and boundary line adjustment- Pete Weimer - Parcel Numbers  
58 1-M6A-15 & 1-M6A-16

59  
60 Planning Commission Vice Chairperson Lee explained to the Council that Pete Weimer has  
61 attended several Planning Commission meetings to discuss options for a single lot split and  
62 boundary lot lines adjustment for his property. With the option that Mr. Weimer has submitted  
63 a single lot split will not be necessary only a boundary lot line adjustment. Mr. Weimer will still  
64 have three (3) lots, with the access road to the house being part of the parcel in which the  
65 house is located. The two other parcels will have access from Monroe Canyon Road. This satisfy  
66 the requirements set by Monroe City ordinances and the Planning Commission is  
67 recommending approval of Pete Weimer submitted boundary line adjustment proposal.

68  
69 **Councilmember Payne moved to accept boundary lot line adjustment proposal submitted by**  
70 **Pete Weimer (Parcels 1-M6A-15 & 1-M6A-16). Councilmember Mathie seconded the motion. A**  
71 **roll call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote**  
72 **was unanimous. The motion carried. 3-0**

73  
74 2. Recommendation for Proposed amendment to Monroe City Land Use Zoning  
75 Ordinance Title 13 Section 10- Wellhead Protection Zone

76

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

82  
83 **Councilmember Payne moved to amend the Monroe City land use zoning ordinance for the**  
84 **Wellhead Protection Zone 13.10.3. Councilmember Mathie seconded the motion. A roll call**  
85 **vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was**  
86 **unanimous. The motion carried. 3-0**

87  
88       b. Consider Resolution 12 01 2025 Supporting America250 Utah and  
89           Recognizing and Approving of the Monroe City Utah 250 Community Committee

90  
91 Mayor Parsons explained that this resolution pertains to the 250th anniversary of the United  
92 States. He noted that the City would receive approximately \$1,500 that could be used for  
93 community events like a public picnic. City Recorder Allison Leavitt added that they would  
94 incorporate the logo into our July 24<sup>th</sup> celebration and other City advertising.

95  
96 **Councilmember Mathie moved to adopt Resolution 12-01-2025 supporting America250 Utah**  
97 **and recognizing and approving of the Monroe City Utah 250 Community Committee.**  
98 **Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes:**  
99 **Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried.**  
100 **3-0**

101  
102       c. Resolution 12 02 2025 - Accepting Goold Brothers Corner Annexation Petition

103  
104 City Recorder Allison Leavitt explained that this resolution is just accepting the annexation  
105 petition (step one in the process), not approving the annexation itself. The detailed  
106 requirements could be addressed in future agreements.

107  
108 Mayor Parsons explained that he wanted on the record that a development agreement stating  
109 that the developers of the Goold Brothers Subdivision will be responsible for maintenance of  
110 the detention pond that will be placed in the property annexed into the City for a specified  
111 period before the City takes possession of the pond. This is necessary because the Council  
112 allowed the Goold Brothers Subdivision to be exempt from installing curb and gutter.

113  
114 **Councilmember Johnson moved to adopt Resolution 12-02-2025 accepting Goold Brothers**  
115 **Corner annexation petition. Councilmember Payne seconded the motion. A roll call vote was**

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

118

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

120

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

124

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

129

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

132

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

137

138       e. Appointment to Utility Board - Mayor Parsons

139

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

142

143       f. Appointment to Planning Commission – Mayor Parsons

144

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

150

151       g. Utah Privacy Training - City Recorder Allison Leavitt

152

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

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

157  
158 h. Consider Ordinance 12 01 2025 Enacting a local sale and use tax RAP tax one-tenth  
159 of one percent  
160

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

164  
165 **Councilmember Mathie moved to adopt Ordinance 12-01-2025 enacting a local sales and use  
166 tax RAP tax of one-tenth of one percent. Councilmember Payne seconded the motion. A roll  
167 call vote was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was  
168 unanimous. The motion carried. 3-0**

169  
170 i. Consider adopting Ordinance 12 2 2025 - Amending Monroe City Zoning Ordinance  
171 Title 13.10.3 Wellhead Protection Zone General Requirements  
172

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

175  
176 **Councilmember Johnson moved to adopt Ordinance 12-02-2025 amend the Monroe City  
177 zoning ordinance Title 13.10.3 Wellhead Protection Zone general requirements.  
178 Councilmember Payne seconded the motion. A roll call vote was called. Voting yes:  
179 Councilmembers Johnson, Mathie, and Payne. The vote was unanimous. The motion carried.  
180 3-0**

181  
182 j. Consider cancellation of December 22, 2025 -Regular Council Meeting  
183

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

186  
187 **Councilmember Payne moved to cancel the December 22, 2025, regular City Council meeting  
188 due to the Christmas Holiday. Councilmember Mathie seconded the motion. A roll call vote  
189 was called. Voting yes: Councilmembers Johnson, Mathie, and Payne. The vote was unanimous.  
190 The motion carried. 3-0**

191  
192 **8. Other Business**  
193

194 a. Staff Reports

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195  
196 City Recorder Allison Leavitt –  
197  
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.  
202  
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.  
205  
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.  
212  
213 Public Works Director John Draper  
214  
215 No further business.  
216  
217 b. Department Business-Council  
218  
219 Councilmember Payne-  
220  
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.  
223  
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.  
228  
229 Councilmember Johnson-  
230  
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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235  
236 Councilmember Mathie-  
237  
238 No further business.

239  
240 Mayor Parsons –  
241  
242 No further business.

243  
244 **9. Adjournment**

245  
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**

250  
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.

253  
254 Approved this 13<sup>th</sup> day of January 2026.

255  
256  
257 

258 Allison Leavitt  
259 Monroe City Recorder  
260

  
261 Johnny C. Parsons  
Mayor