



MONROE CITY COUNCIL MEETING
Tuesday, July 14, 2026, at 7:00 pm
MINUTES

7:00 p.m.

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 Councilmember Johnson. Councilmember Barney offered a prayer.

3. Roll Call

Mayor Johnny Parsons

Councilmembers:

Candice Barney

Jason Bagley

Ryan Johnson

Michael Mathie -absent

Perry Payne

Public Works Director John Draper

City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meetings held June 18, 2026, and July 2, 2026

Councilmember Payne moved to approve the June 18, 2026, and July 2, 2026, Regular City Council Meeting Minutes as corrected. Councilmember Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

5. Citizen input -Limit of 3 minutes per comment

6. Approval of June 2026 warrant register, cash disbursements, and adjustment journal.

Councilmembers reviewed and signed the June 2026 warrant register, cash, disbursements, adjustment journal.

7. Business

40 a. South Sevier Senior Center Board Report- Mary K Outzen, President

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42 South Sevier Senior Citizen Advisory Board President Mary K. Outzen reported that the board
43 had successfully passed updated bylaws after diligent work by her committee. She also noted
44 that the board raised a notable amount of money toward the new building and that the
45 organization is progressing positively. President Outzen requested permission to set up a raffle
46 booth at the upcoming 24th of July barbecue, which was approved. She relayed one
47 maintenance request: that the bushes near the air conditioner at the senior center be trimmed,
48 as they are restricting airflow. City Recorder Allison Leavitt indicated that Park Foreman Rhett
49 Colby will follow up on the matter.

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51 1. Discuss Memorandum of Understanding between South Sevier Senior Center
52 Advisory Board and Monroe City

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54 City Recorder Allison Leavitt presented a draft Memorandum of Understanding (MOU) between
55 Monroe City and the South Sevier Senior Center Advisory Board. The draft was prepared in
56 response to a request from President Outzen, as no formal written agreement currently exists
57 between the two entities. The document is intended to outline the City's responsibilities for the
58 building and establish expectations for the Senior Center's conduct and use. President Outzen
59 noted the importance of formalizing arrangements, particularly regarding shared use of the
60 facility by Sevier County's Nutrition program, to ensure continuity regardless of future changes
61 in elected leadership. Mayor Parsons noted that the County had already begun setting aside
62 funds for facility-related expenses. The Council agreed to table formal action on the MOU to
63 allow both the Council and the Senior Center Advisory Board an opportunity to review and
64 provide input before proceeding.

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66 b. Review Utility Financial Solutions 2026 rate study- Jillian Jurczyk

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68 Jillian Jurczyk, Rates Manager with Utility Financial Solutions, presented the 2026 rate study via
69 remote video conference. She provided background on the rate study originally completed in
70 2024, noting that Monroe City had an existing auto-adjuster mechanism that provided approved
71 annual increases of \$0.25 to the base rate and \$0.03 per kilowatt-hour to the energy rate,
72 generating approximately 2.4% in additional revenue per year. The purpose of the 2026 update
73 was to maintain that same revenue level while rebalancing rates among customer classes to
74 better align with the actual cost of service as determined by the 2024 study.

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76 Ms. Jurczyk walked the Council through proposed adjustments for each customer class. For
77 residential customers, she proposed increasing the monthly base rate by \$1.50 (from \$11.75 to
78 \$13.25) and a modest increase to the energy rate from 11.9 cents to 12 cents per kWh,
79 achieving a 2.5% overall revenue increase. The residential discount class base rate would
80 increase by \$1.00. Small commercial non-demand customers would see a \$2.50 monthly charge
81 increase with a minor energy rate adjustment to achieve a 2.3% increase. Agriculture
82 customers, who are only billed for six months of the year, would see a larger monthly base rate

increase from \$21.75 to \$28.25 to account for the fact that infrastructure costs are incurred year-round; their overall adjustment is targeted at 3.5%. The farm rate, which the 2024 cost-of-service study showed was significantly under-recovering costs, was targeted at a 3.9% overall increase, achieved by raising the monthly charge by \$4.00 while actually lowering the per-kWh energy rate from 9.9 cents to 9.5 cents to shift more cost recovery to the fixed component. Small commercial demand customers would see a \$6.50 monthly charge increase and a \$0.15 increase in the demand rate. Large commercial demand customers were targeted at a lower 1.5% increase, as the 2024 study showed they were over-recovering relative to their cost to serve. The government rate, which is tied to the small commercial demand rate, would see a 5.9% effective impact due to the load profile of that customer class.

Councilmember Barney asked about the distinction between the standard residential and the residential discount rate classes; City Recorder Allison Leavitt confirmed the discount class was established several years ago as a benefit for elderly widows. The Council received the presentation without further objection.

c. Consider Resolution 7 01 2026 amendment to Monroe City's Power Policy to adjust rates to meet cost of service increases

Councilmember Payne moved to adopt Resolution 7 01 2026 amendment to Monroe City's Power Policy to adjust rates to meet cost of service increases. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

d. Consider Resolution 7 02 2026 amendment to Monroe City's Water Policy to include annual cost of service rate increase for culinary water and irrigation water rates.

City Recorder Allison Leavitt explained that under the existing water policy, the City may raise rates by up to 5% annually without requiring additional process. The Council discussed whether to apply the 5% increase to the base rate only, as was done the prior year, or to both the base rate and the per-gallon usage rate. Councilmember Barney expressed support for applying the full increase to both components, noting that the community increasingly understands the value of water and our infrastructure needs. Mayor Parsons concurred, noting from experience that applying smaller increases repeatedly can cause more community friction than a single appropriate adjustment. The Council agreed to apply the 5% increase to both the base rate and the usage rate.

Councilmember Payne moved to adopt Resolution 7 02 2026 amendment to Monroe City's Water Policy to include annual cost of service rate increase of 5% for culinary water and irrigation water rates. Councilmember Barney seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

City Recorder Allison Leavitt noted that the water and irrigation policies fall under the Water policy, not separate policies. The irrigation rate increase was included within the same action as the water rate discussed above. Councilmember Barney noted some potential sensitivity among irrigation customers given the recent installation of irrigation meters and suggested that public education would be helpful. The rate increase of 5% to both base and usage rates was adopted concurrently with the water resolution above.

e. Consider purchase of public works equipment - Public Works Director John Draper

Public Works Director John Draper presented two options for a replacement backhoe. The City's existing unit is approximately 20 years old and was purchased eight years ago for \$50,000. The first option was a unit available from a Kansas dealer for approximately \$78,000, with higher hours. The second option was a newer local unit from Wheeler Machinery for \$121,000, with significantly fewer hours and already equipped with a thumb attachment. Public Works Director John Draper noted that a brand-new equivalent model would cost approximately \$178,000. A thumb attachment was identified as particularly valuable given the City's flooding-related work needs; retrofitting the current machine for a thumb attachment would cost approximately \$10,000 and had not been completed. The 2026-2027 budget amounts allow for equipment purchases such as this. The Council discussed trade-in versus City sale of the existing unit; it was noted that a trade-in offer of \$30,000 had been made, but that the City could yield closer to \$40,000 selling it on our own. Mayor Parsons recommended selling the unit privately rather than trading it in.

Councilmember Johnson moved to purchase the newer backhoe from Wheeler for \$121,000 and the City sells the existing backhoe verses trade-in. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

f. Consider adopting ordinance 7 01 2026 water regulation and conservation program for Monroe City, imposing penalties for violations, and related matters

Mayor Parsons introduced the proposed water conservation ordinance, explaining that with current drought conditions and stress on the City's water supply, the City needed enforceable regulations to ensure residents comply with the watering restriction, including no watering between the hours of 10:00 am and 6:00 pm. City Recorder Allison Leavitt noted the ordinance was updated from a version originally adopted in 2021 under a governor's drought declaration. The ordinance establishes a tiered penalty structure: a first violation results in a verbal warning; a second violation incurs a \$100 fine; subsequent violations double the fine amount. The ordinance applies to both culinary and irrigation water customers. Mayor Parsons emphasized that most residents have been compliant, and that the ordinance is primarily intended to address the few who believe the rules do not apply to them. The Council directed staff to publicize the ordinance via the City website and mass text notification system.

Councilmember Bagley moved to adopt Ordinance 7 01 2026 water regulation and conservation program for Monroe City, imposing penalties for violations, and related matters. Councilmember Barney seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

g. Consider Resolution 7 04 2026 amending Monroe City Fee Schedule

City Recorder Allison Leavitt explained that updates to the fee schedule are required by state law whenever the City amends its policies, including the adoption of the new fines established in the water conservation ordinance.

Councilmember Payne moved to adopt Resolution 7 04 2026 amending Monroe City Fee Schedule. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

h. Review revised survey map of City property located at approximately 650 S and Jones Road

City Recorder Allison Leavitt presented a revised survey map of City property located at approximately 650 South and Jones Road, noting that Sunrise Engineering had the map ready for recording. The revision addresses a historical platting issue: when the road abandonment in that area was done, the original plat was never updated, which inadvertently landlocked an adjacent property owner. The revised map formally records the current utility easement, the removal of the platted road, and provides the affected landowner with legal access to their parcel. The Council reviewed the two-page map and found it consistent with their understanding of the situation.

Councilmember Bagley moved to approve the revised survey map of City property located at approximately 650 South and Jones Road. Councilmember Barney seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Johnson, and Payne. The vote was unanimous. The motion carried. 4-0

8. Other Business

a. Staff Reports

City Recorder Allison Leavitt

Council 24th of July Assignments

*Reviewed assignments for the upcoming 24th of July celebration. She asked Councilmembers Johnson and Bagley that when recruiting volunteers to shred meat, to ensure those individuals

have not also signed up to serve, as this has caused confusion in the past. Councilmember Johnson noted he would not be available for the meat-wrapping portion of the event on July 22, 2026. City Recorder Allison Leavitt noted that the meat order was increased to approximately 1,200 pounds this year due to the shoulder meat not stretching as far as anticipated the prior year.

Public Works Director John Draper

*Reported that 24th of July duties had been distributed and that staff were actively monitoring the canyon due to ongoing storm activity and flood risk. He noted that neighboring communities have recently experienced significant flooding events.

*Spoken with all neighboring property owners near the new well site about the possible noise while drilling the new well, and that all were cooperative and supportive, and at this time did not request alternate lodging accommodations. He noted that the drilling contractor has not yet mobilized due to a delay in the bond paperwork which once we receive the paperwork will need to be reviewed by the City's legal counsel, but that the project remains on track.

b. Department Business-Council

Councilmember Bagley-

*Asked about the status of no-smoking signage, and City Recorder Allison Leavitt confirmed that staff had received the signs and will have them installed soon.

Councilmember Barney –

No further business.

Councilmember Payne –

*A new-to-the-City wildland fire truck donated to the City by BLM and is expected to be delivered on Friday July 17, 2026. City Recorder Allison Leavitt has the title and will take care of relicensing and insuring the new truck. Councilmember Payne noted that the City and Fire Department are very appreciative of the donation.

Councilmember Johnson –

No further business.

Mayor Parsons -

*Reassignment of Council responsibilities, moving Councilmember Bagley to oversee the Water Department and returning Councilmember Mathie to oversee the Street Department.

*Fireworks within City limits for our upcoming 24th of July and Pioneer Day celebrations. He expressed a preference for allowing residents to shoot fireworks within the city limits rather than a blanket prohibition, noting strong community support for the idea. He proposed that he, and Public Works Director John Draper, meet to draft a map delineating where fireworks would be permitted, with particular attention to areas near the hillsides. Councilmember Johnson raised a concern about aerial fireworks, noting that even with a map, aerals pose a risk that extends beyond the launch site and that conditions this year have been dry. The Council agreed that liability would rest with the individual user, and that public messaging should encourage caution, particularly regarding aerals. Councilmember Barney suggested the map posting includes a reminder to have water available and to be mindful when using aerial fireworks.

*Cemetery watering occurring between 10:00 a.m. and 6:00 p.m., contrary to the newly adopted watering restrictions. Public Works Director John Draper explained that due to the cemetery's manually operated valve system, it is not operationally feasible to complete all watering outside of those hours, however Cemetery Foreman Shad Lee is trying his best to limit his watering during the hours of 10:00 a.m. and 6:00 p.m. The Council understands the Cemetery's situation given the physical constraints of the system but would appreciate his efforts in abiding by the ordinance.

9. Adjournment

There being no further business to come before the Council for consideration, Councilmember Payne moved the Regular Council Meeting adjourn at 7:55 p.m. Councilmember Johnson seconded the motion. The vote was unanimous. The motion carried. 4-0

The next regular City Council meeting is scheduled to be held on Tuesday, July 28, 2026 starting at 7:00 p.m. at Monroe City Office.

Approved this 28th day of July 2026.



Allison Leavitt
Monroe City Recorder



Johnny C. Parsons
Mayor