MONROE CITY COUNCIL MEETING
Tuesday, July 28, 2026, at 6:00 pm
MINUTES

1. The regular meeting of the Monroe City Council was called to order by Mayor Parsons at 6:00 p.m.

2. The Pledge of Allegiance was led by Councilmember Candice Barney. Councilmember Jason Bagley offered a prayer.

3. Roll Call

Mayor Johnny Parsons
Councilmembers:
Jason Bagley
Candice Barney
Ryan Johnson-absent
Michael Mathie
Perry Payne
Public Works Director John Draper
City Recorder Allison Leavitt

4. Consider a motion to approve the minutes of the meetings held July 14, 2026.

Councilmember Michael Mathie moved to approve the July 14, 2026 Regular City Council Meeting Minutes as corrected. Councilmember Jason Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

5. Citizen input – Limit of 3 minutes per comment

6. Business

a. South Sevier Senior Center Advisory Board Request -Mary K Outzen

Mary K. Outzen, President of the South Sevier Senior Citizen Advisory Board, appeared before the Council with several items. She first thanked the City for trimming the trees in front of the air conditioning unit at the Senior Citizen Building.

Regarding the draft MOU between Monroe City and Senior Citizen Center, Ms. Outzen raised a concern that language on page 3 requiring the City to provide insurance coverage appeared to contradict language on page 4 stating the City is not liable for damages. City Recorder Allison Leavitt noted the draft was largely derived from Richfield's agreement and agreed the language needed review. The Council acknowledged the inconsistency and agreed to revisit the relevant sections.

Ms. Outzen also raised a concern from Senior Center Nutrition Administrator Tracy Trujilo regarding the need for a generator at the new facility due to recurring power outages that could jeopardize the storage of food supplies, which the center maintains approximately two weeks at a time. The Council discussed options, including designating certain critical circuits for backup power rather than a full building generator. Mayor Johnny Parsons suggested the City power department staff be consulted, noting that a new portable generator will be acquired for the culinary well. Trent Brown of Sunrise Engineering suggested the electrical design of the new building could be configured to accommodate generator hookup at a future time.

Ms. Outzen reported that a refrigerator at the senior center was leaking water from the back and requested that someone come to inspect it. The Council agreed and instructed Ms. Trujilo or Ms. Outzen to contact someone to look at the refrigerator.

A discussion was also held regarding the oven situation at the current senior center building. Two residential wall ovens installed in the facility have been overheating and shutting off during use, particularly given the high ambient temperatures in the kitchen. It was noted that the ovens are residential grade, not commercial, and are therefore not suitable for the volume of use required. The Council discussed whether to purchase a commercial oven for the current building that could later be relocated to the new community center. Mayor Johnny Parsons suggested consulting the commercial kitchen equipment supplier already engaged on the new building project, to identify a reliable interim solution that would be worth relocating.

Ms. Outzen stated that the lift chair for the stairs is not working correctly, and some patrons are attempting to use the stairs, creating a safety concern. Ms. Outzen stated that she planned to have someone look at it and if needed would contact the City for assistance.

b. Discuss and Consider plans for Monroe City Community Center – Trent Brown, Sunrise Engineering

Trent Brown of Sunrise Engineering provided an update on the design progress for the Monroe City Community Center. He reported that Senior Center Nutrition Administrator Tracy Trujilo had worked with a commercial kitchen equipment supplier to finalize the kitchen layout, allowing the design team to update the plans accordingly. A detailed equipment list was included in the meeting packet, with each item number corresponding to the floor plan.

Mr. Brown presented proposed interior and exterior finish selections for the building. Key points from the discussion included:

Exterior Finishes: The exterior design calls for asphalt shingles, stucco, and El Dorado thin brick veneer, which Mr. Brown described as one of the more economical masonry options. Lap siding on the gable areas is specified as LP (wood-based) siding. Mr. Brown noted that vinyl siding could be substituted for a modest cost savings, but the consensus was to retain the LP siding. The Council generally expressed approval of the color palette, noting it was better from a prior review that had featured lighter colors.

Windows: Mr. Brown suggested that aluminum storefront windows could be used for the main entry, while the remaining windows could be specified as vinyl to achieve a potential savings of $8,000–$10,000. The Council indicated a preference for keeping all windows in aluminum, though the option remained open as a value-engineering measure during construction.

Interior Finishes: Mr. Brown presented selections including 12x24 porcelain floor tiles for the main areas in an earth-tone color, quarry tile for the commercial kitchen for slip resistance, and LVT (luxury vinyl tile) flooring in the dining area. To address acoustics in the hard-floored dining space, sisal-style carpet wainscoting along the walls was proposed. Restroom wall tile with color variation was shown as an alternative to standard subway tile. Countertops were proposed as quartz, which Mr. Brown favored for its durability and low maintenance compared to granite or laminate alternatives. Kitchen backsplash in the prep area would be simple white subway tile, while the main kitchen walls would use FRP (fiber-reinforced plastic) panels. Carpet tile was proposed for the meeting rooms to assist with sound absorption. Lighting selections were kept simple, with flush-mount fixtures in the pool area to avoid interference with billiard cues.

Regarding cabinetry, Mr. Brown noted that commercial kitchens typically use laminate or stainless-steel cabinets. Stainless steel is more durable but significantly more expensive, while laminate is less costly. No final decision was made on cabinetry.

The Council was advised that exact colors and materials do not need to be finalized at this stage, but confirming the general quality level and material types is important before the project goes to bid so that contractors can provide comparable, apples-to-apples proposals. A formal submittal process during construction will allow for final sample approvals.

The generator and backup power discussion from the senior center item carried over into this discussion. The consensus was to design the building's electrical system to accommodate a future generator hookup to key circuits, such as refrigeration, heating, and air conditioning, without necessarily purchasing and installing a dedicated generator at the outset. This would allow the City to use a portable generator if needed.

Mr. Brown indicated that the engineering team is in the final stages of design, with a target of one more design review meeting in approximately four weeks for final comments before the plans are finalized for bidding.

c. Consider Award for Pickleball Courts - Renner Tarkett Sports Company with a bid of $119,392.32.

Councilmember Candice Barney reviewed bids for the construction of new pickleball courts with the Council and explained that the review committee recommended awarding the contract to Renner Sport Surfaces (Tarkett Sports Company). Three bids were received, for approximately $119,000, $128,000, and $138,000. Renner Tarkett Sports Company submitted the lowest responsive bid.

Councilmember Candice Barney expressed confidence in the firm, noting that the reviewing committee had conducted reference checks and received positive feedback. City Recorder Allison Leavitt stated that a contract award letter would be sent the following day and that a site visit may be scheduled. The contractor is expected to complete construction by late September or early October.

Councilmember Candice Barney moved to accept bid for two pickleball courts from Renner Sport Surfaces Company in the amount of $119,392.32. Councilmember Perry Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

d. Consider items to be placed on City surplus list

The Council considered a list of items proposed for surplus disposition by City departments. Items discussed included:

- Several older army-style trailers used as wire trailers from the power department, replaced by newer trailers recently purchased.
- A 1982 Ford pole truck from the power department.
- A sprayer from the parks department, replaced by an upgraded unit.
- A mower attachment for the skid steer, which has not been used in recent memory.

The Council also briefly discussed the City's old backhoe but agreed not to place it on the surplus list at this time, as it had seen recent use and may still be needed in the future for flood control.

Councilmember Michael Mathie moved to accept and place items discussed on the Monroe City surplus list. Councilmember Jason Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

e. Consider donation for Magnify Monroe Mural - Kathleen Schoemig

Kathleen Schoemig was not present at the time this item was called. The Council briefly discussed the matter, with members noting that while they appreciated the quality of the mural project, there was some concern that the request for City funding came after the project was already completed rather than before it began. The Council agreed to table the item pending Ms. Schoemig's appearance.

Councilmember Perry Payne moved to table Magnify Monroe Mural donation request until a member of Magnify Monroe Group was in attendance. Councilmember Jason Bagley seconded the motion. A roll call vote was called. Voting yes: Councilmembers Bagley, Barney, Mathie, and Payne. The vote was unanimous. The motion carried. 4-0

7. Other Business

a. Staff Reports

1. Set Public Power Date

City Recorder Allison Leavitt asked the Council to set a date for the annual Public Power Picnic event. After discussion regarding scheduling conflicts, including school starting on August 20th and Council members being unavailable on August 24th, the Council agreed to hold Public Power Picnic on August 31st.

City Recorder Allison Leavitt –

*Reported on the success of the Pioneer Day celebration. The fireworks display received widespread positive feedback, with many community members and neighboring residents complimenting the event. Approximately 1,100 people were served at the Community BBQ. The Council discussed several areas for future improvement, including:

- Monroe Fire Department trucks should be placed earlier in the parade, both out of precedence and so firefighters can respond more quickly to calls if needed. Family members of firefighters have provided additional items to hand out along with candy during the parade. Because these items are very well received by spectators, the City may want to consider helping fund them.
- E-bikes and motorcycles in the parade were identified as a safety concern following a near-miss with a child; the parade committee will be advised that e-bikes and motorcycles are not permitted.
- Large gaps between parade entries contributed to the parade running long. The committee might consider assigning someone to move along the parade route to help keep entries closer together and the parade moving. There were 25 more parade entries this year than last year, but the Council does not feel it is appropriate to limit the number of entries.

Public Works Director John Draper –

* The Council discussed the recent flooding event and the proactive measures that were taken in response. It was noted that the flooding occurred during work hours, around 5:00 to 5:30 p.m., which allowed the county road crew to respond within about 10 minutes. Concerns were raised about potential future flooding risks, particularly near Ralph and Linda Eyre's property in the canyon. Ms. Eyre stated this was the highest flood level they had ever seen. The Council expressed appreciation for the proactive rather than reactive approach by City staff, while recognizing that challenges remain.

Mayor Parsons reported that he had spoken with resident, Ashley Bergum, who had inquired about the status of cleaning the waste ditch following recent flooding. Mayor Johnny Parsons confirmed that funding for the ditch cleaning project is expected in October, at which point it will be bid out. He communicated this timeline to Ms. Bergum and noted she was understanding. The Council discussed that the area near the waste ditch, particularly where it narrows causing a significant bottleneck, and that diversion improvements may also be funded in conjunction with the cleanup project.

The Council expressed appreciation to all workers involved in addressing the flooding during the recent event.

b. Department Business-Council

Councilmember Jason Bagley –

*City Recorder Allison Leavitt reported that the agreement for the new well has been submitted to the City Attorney for his signature. She indicated she would follow up directly if a signed agreement was not received by the following morning.

Councilmember Candice Barney –

*Reported attending a library board meeting for the first time and found it informative. She noted the library has annual goals tied to grant funding and that their recent book sale performed well.

*Noted appreciation for the City being able to proceed with the pickleball courts. City Recorder Allison Leavitt clarified the grant funding structure, noting the City will need to contribute approximately $21,000 in cash and an additional $21,000 in in-kind contributions (totaling approximately 30% match). In-kind contributions will include staff labor and materials such as fencing, of which the City already has most on hand.

Councilmember Perry Payne –

*The recently acquired fire truck was used to help with the fire on Thompson Basin, and it is a real benefit to have it.

Councilmember Michael Mathie –

No further business.

8. Adjournment

There being no further business to come before the Council for consideration, Councilmember Perry Payne moved the Regular Council Meeting adjourn at 7:13 p.m. Councilmember Jason Bagley 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, August 11, 2026 starting at 7:00 p.m. at Monroe City Office.

Approved this 11th day of August 2026.

Allison Leavitt
Monroe City Recorder

Johnny C. Parsons
Mayor