



MONROE CITY COUNCIL MEETING  
Tuesday, July 8, 2025, at 7:00 pm  
MINUTES

**7:05 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 Cartwright. Councilmember Johnson offered a prayer.

**3. Roll Call**

Mayor Johnny Parsons

Councilmembers:

Janet Cartwright

Ryan Johnson

Michael Mathie -Absent

Perry Payne

Erica Sirrine -Absent

Public Works Director John Draper

City Recorder Allison Leavitt

City Treasurer Jacee Barney

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

Dave Coe asked if the July 23<sup>rd</sup> car show entrants could receive a BBQ dinner ticket included in their entrance fee. The Council agreed to this.

**5. Approval of June 2025 warrant register, cash disbursements, adjustment journal.**

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

**6. Business**

- a. Recognize City Treasurer Jacee Barney in earning Certified Public Finance Administrator accreditation

City Recorder Allison Leavitt presented to City Treasurer Jacee Barney her Certified Public Finance Administrator accreditation certificate. City Treasurer Jacee Barney has put in a lot of work to achieve this accreditation, and she thanked the Council for allowing her to attend the trainings she needs to perform her job duties.

City Recorder Allison Leavitt stated that this accreditation is equivalent to earning an associate degree.

The Council congratulated City Treasurer Jacee Barney on her accomplishment and the good job she does for the City.

- b. Consider 2025 White's Sanitation Contract Renewal

Max White, with White's Sanitation stated he was here tonight to present and review the new contract between White's Sanitation and Monroe City.

Mr. White explained that White's Sanitation current contract would have allowed them to increase their rates due to unusual conditions if needed. Even though there have been some rough times over the last five years White's Sanitation did not increase their rates, except for some fuel cost adjustments. They did this because they thought this was best for them and their customers.

The new contract would include an increase in the flat rate from \$10.75 to \$13.00. The Council can opt to charge the full rate increase now or add .50 a year for the next five years.

In September the contract will renew, and Monroe City will have completed 35 years of doing business with White's Sanitation. Mr. White expressed his appreciation, as he does each year, to Monroe City and the Council for trusting White's Sanitation in taking care of trash disposal for the City. It was noted that Monroe City was the first City to sign with White's Sanitation and Councilmember Dick Payne played a major role in this.

**Councilmember Payne moved to accept White's Sanitation contract for a period of September 1, 2025, to August 31, 2031, with the set base amount of \$13.50 per month. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

- c. Public Hearing to accept comments concerning proposed yearly rate increase for utility services provided by Monroe City to compensate for increasing operating costs.

Mayor Parsons opened the public hearing at 7:19 p.m.

City Recorder Allison Leavitt explained that Utility Financial Solutions has completed our rate study and has recommended that we increase our rates by 1.5% -5.4%. Our policy states that we can auto

adjust rates of no more than 2.5%, and since some rate categories are more than 2.5% it was decided to hold a public hearing for comments concerning the increases.

Citizen Dave Coe asked the Council that they keep the increases reasonable. The Council believes that keeping current with cost increases is better than falling behind and having to make large increases.

With no further comments Mayor Parsons closed the public hearing at 7:21 p.m.

- d. Consider Resolution 7 01 2025 amendment to Monroe City's Power Policy to adjust rates to meet cost of service increases

Councilmember Payne stated that he believes the power department is in a good place because of our annual rate increases and that UFS gave us good information with the rate design study they performed last year and agrees with the new rates they have proposed.

**Councilmember Payne moved to adopt Resolution 7 01 2025 amending 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 Cartwright, Johnson, and Payne. The vote was unanimous. The motion carried. 3-0**

- e. Consider Resolution 7 02 2025 amendment to Monroe City's Water Policy to include annual cost of service rate increase.

Our power and irrigation rate policy includes the annual auto rate increase to cover the cost-of-service increases and this resolution would amend the water policy to include an auto rate adjustment not to exceed a 5% annual rate increase to cover cost of service increases.

**Councilmember Payne moved to adopt Resolution 7 01 2025 amending Monroe City's Water Policy to include an annual auto rate increase, not to exceed 5% annually, to meet cost of service increases. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The vote was unanimous. The motion carried. 3-0**

- f. Consider Resolution 7 03 2025 amendment to Monroe City's Setting Development Application Fees.

City Recorder Allison Leavitt presented to the Council an amended Development Application fees schedule. This will help cover administrative costs associated with land development.

**Councilmember Johnson moved to adopt Resolution 7 03 2025 amendment to Monroe City's Development Applications Fees Schedule. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright Johnson, and Payne. The motion carried. 3-0**

g. Consider setting cost of service increase percentage for Water Department

To keep cost of service increases to a minimum and avoid big jumps every five years the Council agreed that a 5% increase to the water service base rate was the best for the water department. This will increase the base rate by \$1.05 total base rate will increase to \$22.05.

**Councilmember Payne moved to approve a 5% cost of service increase to the water base rate beginning July 1, 2025. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

h. Consider to set cost of service increase percentage for Irrigation Department

The Council agreed to a 5% increase to the irrigation base rate to be put into place to cover increased cost of operations for the irrigation department.

**Councilmember Payne moved to approve a 5% cost of service increase to the irrigation base rate beginning July 1, 2025. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

i. Consider Ordinance 7 1 2025 -amending Monroe City Subdivision Ordinance Title 12.15 Curb, Gutter and Sidewalk Requirements

**Councilmember Payne moved to adopt Ordinance 7 01 2025 amending Monroe city Subdivision Ordinance Title 12.15 Curb, Gutter, and Sidewalks requirement. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

j. Consider items to be placed on City surplus list

Public Works Director John Draper explained that a used tractor was purchased for the cemetery, and he would like to place the existing tractor on the City's surplus list. He would like to advertise the tractor for \$6,000 on KSL Classified and Facebook.

Council was glad that a more dependable tractor was purchased for the cemetery and selling the old tractor would help offset the expense of the new tractor.

**Councilmember Cartwright moved to place the Jimna tractor to the surplus list. Councilmember Payne seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

k. Consider proposed annexation agreements

Ashlyn Thalman has requested permission from the Council to obtain a building permit before water right transfer is complete. Ms. Thalman was told that it could be up to six months before the transfer would be finalized and she does not want to wait this long to start the building.

The Council discussed that the risk would be on Ms. Thalman to build without the water transfer being complete because the City will not bring water to her property without the transfer being completed.

Council asked City Recorder Allison Leavitt to contact Attorney Eric Johnson for his opinion on this matter.

Item was tabled.

Developer Doug Monroe has asked if the Goold Bros. Subdivision annexed a portion of their county property into the City for a retention pond for the subdivision would he be held to the requirement of turning in a water right since it would not be a resident and the retention pond would become the City's responsibility after the subdivision was completed.

Councilmember Payne asked if the City would be required to assume the retention pond. Council asked City Recorder Allison Leavitt to contact Attorney Eric Johnson for his opinion on this matter also.

Item was tabled.

#### I. Consider Resolution 7 04 2025 amending Monroe City Fee Schedule

City Recorder Allison Leavitt presented to the Council an updated fee schedule which will include the new development fees.

**Councilmember Payne moved to adopt Resolution 7 04 2025 amending Monroe City's Fee Schedule. Councilmember Johnson seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

#### m. Consider cancellation of July 22, 2025 -Regular Council Meeting

Due to conflicts with Councilmembers assignments for the 24<sup>th</sup> of July celebration it was decided to cancel the regular schedule July 23, 2025, City Council Meeting.

**Councilmember Payne moved to cancel Monroe City Council regular schedule meeting for July 22,2025. Councilmember Cartwright seconded the motion. A roll call vote was called. Voting yes: Councilmembers Cartwright, Johnson, and Payne. The motion carried. 3-0**

### 7. Other Business

#### a. Staff Reports

Monroe City Council  
Minutes  
7 8 2025

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215 City Recorder Allison Leavitt–  
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217 No further business.  
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219 Power Foreman – Josey Parsons,  
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221 \*IPA is offering Monroe City a Series K Note monthly payment of \$4000 for 24 months. These funds  
222 are the difference between the original 30-year funding and the argument by Anaheim,  
223 Pasadena and Riverside that the funding should have been over 20 years. IPA eventually  
224 agreed with the California cities and because those cities, plus Monroe and Meadow are  
225 withdrawing, the money is basically our portion of the savings on a 20-year funding as  
226 opposed to a 30-year funding. Our Attorney Eric Johnson recommends that the City accept  
227 the offer.  
228  
229 \*Utility Financial Solutions LLC (UFS) talked to Power Foreman Josey Parsons about conducting a  
230 study to implement an impact fee for new power customers, such as we do with our water and  
231 irrigation hook-ups. Power Foreman Josey Parsons stated that they did not give him a definite cost of  
232 the study, this is something we could obtain if we are seriously looking at having them do the study.  
233 Mayor Parsons stated we could use the funds we receive from IPA to pay for the study.  
234  
235 The Council asked Power Foremen Josey Parsons to contact UFS and schedule a presentation for  
236 them to give to the Council on the benefits and cost of the impact fee study.  
237  
238 City Treasurer Jacee Barney –  
239  
240 No further business.  
241  
242 Public Works Director John Draper  
243  
244 \*Request, by a resident that lives up the canyon, for a sign to be installed before entering the canyon  
245 that states narrow road no turn around area for oversized trailers and vehicles. Council does not see a  
246 problem with installing a sign as requested.  
247  
248 b. Department Business-Council  
249  
250 Councilmember Cartwright –  
251  
252 \*Appreciates the tractor purchased for the cemetery. It is a good clean tractor that will help Shad Lee  
253 perform his duties.  
254 Councilmember Johnson –  
255

\*Asked if propane tanks have been checked and filled for the upcoming 24<sup>th</sup> of July celebration. This is on Water Foreman Darrell Payne's list of items to take care of.

Councilmember Payne –

\*Thanked the Council for allowing firefighters to attend the recent Fire Convention in Spanish Fork. City Recorder Allison Leavitt prepared a list of years of service pins and certificates that our firefighters were missing, and the State Association secretary went through the list and delivered them to Mayor Parsons at convention. All firefighters should be current with their pins and certificates.

## 8. Adjournment

**There being no further business to come before the Council for consideration, Councilmember Payne moved the Regular Council Meeting adjourn at 7:57 p.m. The motion was seconded by Councilmember Johnson . The vote was unanimous. The motion carried. 3-0**

The next regular City Council meeting is scheduled to be held on Tuesday, August 12, 2025 starting at 7:00 p.m. at Monroe City Office.

Approved this 12<sup>th</sup> day of August 2025.



Allison Leavitt  
Monroe City Recorder



Johnny C. Parsons  
Mayor

