

Sunset City Corporation
City Council Minutes
October 15, 2024
Page 1 of 9

Minutes of a regular meeting held October 15, 2024 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Wiggill presiding.

REGULAR SESSION

Mayor and Council Present:

Scott Wiggill	Mayor
Sam Bartling	Council Member
Ricky Carlson	Council Member
Hope Thompson	Council Member

Excused:

Nakisha Rigley	Council Member
Nancy Smalling	Council Member

City Employees Present:

Recorder Supp	Recorder
Brett Jamison	Police Chief
Jason Monroe	Public Works Director

Others Present:

Logan Orme	Sunset Resident
Laura Penman	Planning Commission Chair
Michael Hartwick	Planning Commissioner
Nathan Rich	Wasatch Integrated

The regular session was called to order at 6:34 p.m. by Mayor Wiggill.

Council Member Thompson gave the invocation and led the Pledge of Allegiance.

APPROVAL OF VOUCHERS: Council Member Carlson made a motion to approve the voucher for Les Olson in the amount of \$70,174.11 for the Verkada Camera and Door Access System and Council Member Bartling seconded the motion. The motion passed with majority vote yes from Council Members Bartling and Carlson with Council Member Thompson voting no.

APPROVAL OF MINUTES: Council Member Thompson made a motion to approve the meeting minutes from October 1, 2024 as presented and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, and Thompson voting yes.

Public Comments: Logan Orme introduced himself, a resident at 1648 N 400 West in Sunset. He expressed his appreciation for the area and the Council's work over the past four years since he and his wife moved there. Mr. Orme noted that housing had become extremely expensive, making it difficult for them to start a family despite working full-time jobs and developing skills in their industries. He mentioned they were building a small workshop in their backyard for design and creation purposes. Mr. Orme brought up the idea of constructing an external ADU (Accessory Dwelling Unit) for potential rental income. He referred to the work session minutes

discussing ordinances for internal ADUs and inquired about the possibility of approving external ADUs as well. Mr. Orme explained their building was large enough to potentially fall under the classifications from 1988, the last time external ADUs were allowed according to his understanding of the ordinances. He expressed interest in progressing this idea, as the additional income could allow his wife to stop working full-time and enable them to start a family and contribute to community growth. Mayor Wiggill thanked Mr. Orme for his comments and suggested that some of his questions might be addressed in the work session later that evening.

Regular Meeting

1. **Davis County Updates with Commissioner Lorene Kamalu:** Commissioner Lorene Kamalu thanked the Council for the opportunity to speak. She introduced Ashleigh Young, the Director of Animal Care, explaining that Ms. Young was the primary reason for their visit to provide an update on animal services in Davis County. Commissioner Kamalu distributed handouts showing the current structure of Davis County, including the three elected commissioners, other elected officials, county departments, and board assignments. She noted that one commissioner was not running for re-election, and ballots for the open seat had been mailed out that day. Commissioner Kamalu encouraged Council Members to reach out with any questions and offered to share her cell phone number for easy contact. She then introduced the topic of animal services, mentioning that she and Ms. Young had been visiting all 15 cities in the County since April to provide updates. Commissioner Kamalu referenced a Desert News article from April discussing the pet crisis overwhelming the nation's shelters and rescue groups. She praised Ms. Young's work, noting that Davis County's animal services had become a standard in the state and even provided training at national conferences. Director Young introduced herself, detailing her background in animal welfare and her career progression at Davis County Animal Care since 2019. She explained the facility had taken in about 4,570 stray animals annually in recent years, with Sunset being their fourth busiest city despite its small size. Director Young discussed the department's operations, including their 10 full-time animal control officers serving all 15 cities and Hill Air Force Base. She then introduced the topic of a new animal care facility, explaining in 2021 a feasibility study had identified the need for a new building to replace their outdated 40-year-old facility. Director Young outlined plans for a new 32,000 square foot building, funded by \$15 million in Davis County capital funds. She explained that a proposed tax increase of \$12 per year for the average household would cover additional staffing and operating expenses for the new facility. Council Member Bartling questioned the location of the new building, Director Young shared the new facility will be on the 12 acres they currently own. Council Member Thompson asked if the new facility will have the capacity for large animals. Director Young informed Council the shelter currently has a pasture and a barn and will be able to house those animals. Director Young explained the TNVR (Trap-Neuter-Vaccinate-Return) program for feral cats. Mayor Wiggill asked how Davis Animal Control what strategies they should use for communicating the tax increase to the public and clarifying that it was not for the building itself. Director Young stated each Davis County resident will be given a tax notice. She encouraged everyone to stop by the shelter for a tour, there was physical signs showing the need for a new shelter. Mayor Wiggill raised concerns about public perception of the tax increase and the need for more frequent truth in taxation meetings. Council Member Bartling inquired about

plans for the old building, Director Young advised it would need to be demolished. Council Member Carlson questioned the scale and cost of the new facility as Director Young had compared it to a hospital or jail. Commissioner Kamalu defended the size and cost of the new facility, explaining that it had been carefully planned to meet the County's needs for the next several decades. She emphasized the extensive research and planning that had gone into the project to ensure it would adequately serve taxpayers in the long term. Council Member Carlson expressed concern about pet owners who have their animals chipped but refuse to reclaim them. He asked what could be done about this issue, questioning why someone would spend money on microchipping but then not want their pet back. Commissioner Kamalu acknowledged this opened up a discussion about the proactive work the animal services department does. She suggested they might need to have a more in-depth conversation about the issue. Council Member Carlson speculated that some people might have a change of heart about their responsibility to their pets. Director Young explained the past two years had been particularly challenging for many residents. She described scenarios where people were being evicted, moving to pet-unfriendly apartments, or living in their cars. Director Young emphasized these situations were complex and that simply imposing fines wasn't always the best solution. She discussed their approach of proactive animal control, which involved having conversations with people to understand their circumstances rather than immediately issuing citations for neglect or cruelty. Mayor Wiggill expressed appreciation for this approach. Commissioner Kamalu noted there were instances where enforcement measures were increased. Director Young clarified they felt it was more appropriate to issue citations or notices of violation in cases involving animal fights or animals causing problems in the community that could be linked to an owner. She contrasted this with situations where people were simply struggling and had no other options. Commissioner Kamalu highlighted the cost savings achieved through their volunteer force and donations. She mentioned many people volunteered to walk dogs on the trails, which helped keep the animals mentally and physically healthy. She also noted a significant \$200,000 donation they had received recently. Council Member Carlson expressed frustration about tax money being used to address issues caused by irresponsible pet owners. Commissioner Kamalu explained that animal control services were also a matter of public safety and public health. She referenced countries where stray animals roam freely, creating unsafe conditions. She emphasized that providing these services wasn't just a county choice but a requirement under state law. Council Member Thompson inquired about the possibility of offering low-cost veterinary services to the public, noting that many affordable options had closed down or were heavily backlogged. Director Young explained they had discussed this issue with city managers and mayors in 2023. However, concerns were raised about potentially competing with private businesses, so the decision was made not to offer standard veterinary services to the public at that time. Mayor Wiggill shared his own experience with expensive veterinary care for his dog. He expressed appreciation for the animal services provided, likening them to first responders - services that might seem unnecessary until they're needed. Mr. Orme, a member of the public, asked for clarification on the 97% positive outcome rate for animals. He wanted to know if this meant most animals were returned to their owners. Director Young explained that while they had various positive outcomes, most animals were adopted rather than returned to owners. She stated their return-to-owner rate was

only about 20%. She described their proactive efforts to reunite animals with owners before they enter the shelter, including posting lost and found notices and following up on any identification or microchip information. Commissioner Kamalu added they had fostering programs and encouraged people to view the animals available for adoption online. Director Young mentioned innovative programs they had implemented, such as allowing people to "check out" dogs for the day or visit to pet animals at the shelter. Council Member Carlson raised a question about potentially competing with private businesses by offering surgeries at the shelter. Director Young clarified that they only perform surgeries on animals adopted from their facility, as required by state law. She explained they don't offer surgical services to the general public. Commissioner Kamalu expressed excitement about finding veterinarians willing to work on-site, which improved efficiency and saved tax dollars. Mayor Wiggill thanked Commissioner Kamalu and Director Young for their time and information. Commissioner Kamalu expressed gratitude to the Council Members for their service in local government, acknowledging the challenges they face. She emphasized the importance of counties and cities working well together. Planning Commission Chair Laura Penman sought clarification on the community cat program, confirming the shelter would spay or neuter community cats brought to the facility. Director Young explained the legal definition of community cats and the shelter's authority to take in, fix, and return these cats without a holding period. She also shared interesting research about community cats, noting that typically, a community cat has up to six families caring for it. Mayor Wiggill thanked Commissioner Kamalu and Director Young for their attendance and efforts. He expressed appreciation for their hard work and the progress they had made with the animal services program.

2. **Davis Animal Control Updates with Ashleigh Young:** This agenda item was included in agenda item #1.
3. **Mayor, Council and Department Head Reports:** Council Member Bartling expressed the items he would like to talk about are in the Work Session.

Council Member Thompson expressed her meeting with Woodbury in regards to the MIDA property on the east side of Main Street had gone well. Woodbury had committed to coming to a Planning Commission and City Council meeting. Council Member Thompson was excited to report a change in the Yard of the Month Contest, since it was October, she wanted to do a Halloween Yard Decoration Contest. She welcomed everyone to come to the Internet Safety Bingo Night on October 25th where there will also be voting for the Yard of the Month.

Council Member Carlson reported he was still waiting on the second appraisal counteroffer to come back from UDOT. He also mentioned the Planning Commission had been working diligently on IADU's (Internal Accessory Dwelling Units), often staying late to complete their work. He expressed his appreciation for their efforts.

Director Monroe provided several updates. He informed Council the sprinklers in the parks were to be shut off that week, including the closure of restrooms by Friday due to

approaching cold weather, they would be winterized. Director Monroe informed Council the Jr. High School was preparing to repave 75 West, which would result in new pavement all the way to Main Street. The Public Works department was down three employees, with two having left already, and one having their last day being that Friday. Due to staff shortages, he would be on call in the evenings for a while. He had sent out an email regarding a potential new hire that he and Mayor Wiggill had interviewed that day, requesting the Council to respond. The Lead and Copper survey project was on scheduled to finish that week. Director Monroe then brought up the issue of trees being moved at Central Park due to the water line project from the widening of 1800 North. He asked the Council to decide whether they wanted to move and replant the trees or take another course of action. Council Member Thompson reported she had contacted a company about moving the trees. The company could move eight trees for \$7,000, which equated to roughly \$900 per tree. She noted that the best time for moving would be in autumn or winter after the leaves had started to fall. Council Members discussed the options of moving the existing trees versus buying new ones. Director Monroe mentioned the smaller trees they had recently planted in the Veterans Park cost about \$300 each. Mayor Wiggill requested Council Member Thompson provide more information on purchasing mature trees to the rest of the Council for review, emphasizing the time-sensitive nature of the decision. Director Monroe provided an update on road closures, mentioning 1600 North and 1675 North were both closed that day per UDOT. Chair Penman raised a concern about the lack of signage on Main Street regarding the left turn lane closures, which caused confusion for drivers.

Mayor Wiggill then gave an update on the North Davis Sewer District's board meeting, mentioning the project at Hill Air Force Base is scheduled to be completed at the end of next week. He provided information about the new pumps that were now fully serviceable, pumping millions of gallons of water towards the Great Salt Lake weekly. The Sewer District's projects are on time and on budget. Mayor Wiggill provided an update on the Fire District's, including the new station in Clearfield being one of the busiest stations in the state. There are two firefighters attending paramedic school, he praised them for continuing their education and making the commitment to advance their career. Mayor Wiggill thanked the Council and appreciated their efforts.

Recorder Supp reported on the progress of electronic billing: 605 people had signed up for E-bills, 281 had opted for only E-bills, while 324 still wanted both paper and electronic bills and 164 people had signed up for auto-pay in the four months since the system went live. Mayor Wiggill emphasized the importance of encouraging residents to sign up for E-billing, as it would save the City money and free up staff time. He promoted an upcoming Bingo Night on October 25th, where staff would be available to help residents sign up for various electronic services.

Chief Jamison reported cadet Davis is halfway through the academy. He explained he had just received a grant for mobile spike systems and three new mobile cameras for patrol vehicles. Chief Jamison also mentioned a "lights on" program that is sponsored by various NFL organizations and involves 22 states. The program allows officers to provide a \$250 voucher to drivers with a simple headlight issue, in lieu of a citation. This is

intended to improve public relations between law enforcement and the community. Chief Jamison stated he is in the initial stages of this program and had his first meeting that morning, but it's looking promising. Council Member Carlson requested a report on the "lights on" program, which Mayor Wiggill expressed excitement about, seeing it as a great opportunity for positive public outreach and service.

Council Member Thompson raised concerns from residents about the safety and lighting at the safe drop-off/exchange location, especially for those using it for child custody exchanges during evening hours. Chief Jamison acknowledged the concerns, explaining that while the location is monitored 24/7, the guidance is to only use it during normal business hours as it is not recommended for late night use.

Council Member Thompson made a motion to adjourn and move into the Work Session. Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson and Thompson voting yes.

Work Session

- 1. Discuss Mandatory Recycling Program and the Recycling Partnership Grant:** Recorder Supp informed the Council the \$15 recycling can grant was approved for the used cans Ace Recycling has offered to the City. The Council discussed the recycling partnership program offered by the Wasatch Integrated Waste Management District. Nathan Rich, the district representative, provided an overview of the changes to the program, including the removal of the mandatory recycling requirement in favor of an incentive-based diversion program. He explained that cities would now receive a reduction in their household waste fees based on the amount of waste diverted from the landfill through recycling.

Council Member Thompson asked for clarification on whether the program was mandatory, and Mr. Rich clarified that it was not mandatory, but cities had the option to implement either a bundled recycling program or an opt-out program to qualify for the diversion incentive. Mayor Wiggill expressed a desire to roll out the program as early as possible and stressed the importance of educating the public on the benefits.

- 2. Discuss IADU Ordinance for Compliance with Moderate Income Housing Reporting:** The Council discussed the need to comply with the state's Moderate Income Housing reporting requirements. Commissioner Hartwick explained they had received a notice of non-compliance and were working to address it by developing an ordinance that would include provisions for accessory dwelling units (ADUs), both internal and external. The Council discussed specific considerations, such as ensuring replacement parking spaces if an ADU is created in a garage or carport. Council Member Bartling stated the parking space requirement was not a mandatory item, and there had been a lot of discussion about it. Commissioner Hartwick responded he thought the wording on that would be covered when the ordinance went to the City Attorney to determine the appropriate language. Commissioner Hartwick shared it would probably be best left to the City Attorney to provide the appropriate wording.

Chair Penman pointed out there were certain things they had to look at the wording on again with the City Attorney's feedback, and reminded everyone that the 90-day deadline was

January 4th for the first meeting of the new year, so the ordinance needed to be done and submitted for City Council's approval by that time.

Chair Penman also addressed the aspect of internal ADUs versus external ADUs, explaining that due to the legalities and conversations currently happening at the state level, they felt it was more prudent to focus on internal ADUs first within the 90-day timeline, and then address the external ADUs afterwards. Commissioner Hartwick confirmed the state's Moderate Income Housing plan specifically mentioned internal ADUs, and that was part of the reason they were focusing on that first.

Council Member Thompson asked about the definition of an internal ADU, specifically regarding renting out a room in one's house versus a separate living unit. Commissioner Hartwick explained an internal ADU had to be a separate living area with its own kitchen, bathroom, etc., and could not just be renting out a room in the main house. He noted this was to address the state's requirements and prevent certain practices. Chair Penman further clarified that short-term rentals, such as Airbnb, would be subject to additional taxes and licensing requirements, which was outside the scope of the Moderate Income Housing plan they were currently working on.

Mayor Wiggill thanked the Commissioners for their attendance and the work they had done, acknowledging that late night meetings were not high on anyone's list of fun activities. He emphasized the need to get the ordinance to the City's legal counsel as soon as possible, as they had about a month before the final approval deadline.

Recorder Supp suggested if there were any changes or additions the Council wanted to make, they should provide those by Thursday so they could be reviewed before sending the ordinance to legal. The Council members agreed to this timeline.

The discussion then turned to the external ADU provisions, with Chair Penman explaining that Farmington had recently updated their ordinance to allow external ADUs on lots large enough to accommodate them. However, they decided to initially focus on internal ADUs due to the time constraints and additional legal complexities involved with external ADUs.

3. **Discuss Community Communication:** Council Member Bartling began by sharing some rough, quick thoughts on how they might utilize the City's communication app more effectively. He noted since the beginning of October, there had been only 4 days without any communication going out to the residents who had the app. He wanted to review what they had put in place and get thoughts on how to make the communication more meaningful and beneficial for residents, rather than just another notification.

Mayor Wiggill explained that originally, he, Recorder Supp, and Deputy Recorder Markel had determined the best way to push out important information, with the three of them reviewing and approving anything to be shared. However, Mayor Wiggill had since pulled himself out of that process, allowing Recorder Supp and Deputy Recorder Markel to manage the information flow. Mayor Wiggill acknowledged this had led to a shift, where now everything was being posted across all platforms (Facebook, website, app) instead of

selectively sharing on the appropriate channels. Recorder Supp informed Council, the reason the posts are now being seen on all platforms is because she had been questioned as to why a post was only made on the app and not on Facebook. This led to all information being posted to all platforms.

Mayor Wiggill shared his own perspective, noting he had originally wanted to push out a lot of information, as many citizens he had spoken to wanted more and more. However, he also understood the concern about overwhelming people with too many notifications. Mayor Wiggill had suggested doing employee highlights and local business spotlights, which Deputy Recorder Markel had incorporated, trying to limit the frequency of those types of posts.

Recorder Supp sought clarification on Council Member Bartling's suggestion of a monthly calendar/newsletter, asking if that meant only one item per month or a compilation of multiple upcoming events. Council Member Bartling explained the idea was to have a single communication that encapsulates multiple pieces of information, rather than individual notifications for each item.

The Council discussed the challenges of balancing the desire for frequent updates with the risk of overwhelming residents, particularly with recurring notifications like train horn updates. They acknowledged the demographics of app users skewed towards younger residents, while the overall City population was older on average.

Council Member Bartling clarified his suggestions were not intended as a final plan, but rather a starting point for discussion to improve the communication approach. He expressed appreciation for the efforts of Recorder Supp and Deputy Recorder Markel, but wanted to explore ways to make the information more meaningful and accessible for residents.

The Council continued to discuss the various communication channels (app, Facebook, website) and how to best utilize each one to reach different segments of the population. There was a recognition that the current approach of posting everything across all platforms may not be the most effective strategy.

Overall, the discussion focused on finding the right balance between providing timely, relevant information to residents and avoiding communication fatigue. The Council Members agreed to continue refining the communication approach based on the feedback and data on app usage and demographics.

Council Member Bartling made a motion to adjourn and move back into the Regular Session. Council Member Carlson seconded the motion. Council Member Thompson made a motion to adjourn. Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson and Thompson voting yes.

Sunset City Corporation
City Council Minutes
October 15, 2024
Page 9 of 9

The meeting adjourned at 8:31 p.m.

Approved – November 6, 2024

Scott Wiggill, Mayor

Nicole Supp, Recorder