



# *Sunset City Corporation*

200 West 1300 North • Sunset City, Utah 84015 • 801-825-1628

Mayor:  
Scott Wiggill  
Council:  
Nancy Smalling  
Nakisha Rigley  
Hope Thompson  
Ricky Carlson  
Sam Bartling

## **CITY COUNCIL AGENDA REGULAR MEETING**

PUBLIC NOTICE IS HEREBY GIVEN that the Sunset City Council will hold a regular meeting at 6:30 p.m. on Tuesday, July 15, 2025 at the Sunset City Office Building, 200 West 1300 North, Sunset, Utah. Any information or items for the Council's consideration must be furnished at least ten (10) working days prior to the scheduled meeting to give the needed time to study the request. Agenda shall be as follows:

### REGULAR SESSION

- A. CALL TO ORDER & WELCOME
- B. INVOCATION OR INSPIRATIONAL THOUGHT AND PLEDGE OF ALLEGIANCE by Council Member Bartling
- C. APPROVAL OF MINUTES – July 1, 2025
- D. APPROVAL OF VOUCHERS – Pay Request #2 for Workhorse Excavation in the amount of \$29,054.33 for the Sprinkler Vault at Central Park
- E. PUBLIC COMMENTS

### AGENDA ITEMS

1. Review Fun Days Event – Observations, Feedback and Potential Improvements for Future Events
2. Mayor, Council and Department Head Reports
3. Adjourn Regular Session and move into Work Session

### WORK SESSION

1. Discuss North Davis Communities that Care “Strengthening Families Class”
2. Discuss Short Term Rentals & External Accessory Dwelling Units -Planning Commission Update and Council Discussion
3. Adjourn

Possible closed meeting for reasons allowed by Utah State Code 52-4-205.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Sunset City Offices, (801) 825-1628, at least three (3) working days prior to this meeting. Anchor location for electronic meetings by telephone device is 200 W 1300 N, Sunset UT 84015. With the adoption of Ordinance 1-6-3, the Council may participate per Electronic Meeting Rules. Please make arrangements in advance. Posted and e-mailed to local newspaper – July 11, 2025

Nicole Supp, Recorder

**Sunset City Corporation  
City Council Minutes  
July 1, 2025  
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Minutes of a regular meeting held July 1, 2025 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
Nancy Smalling	Council Member
Nakisha Rigley	Council Member
Hope Thompson	Council Member

**City Employees Present:**

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

**Others Present:**

Katherine Hunter	Sunset
Cornel Thomas	Sunset
Brenda Ewell	Sunset

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

Due to a delay in Mr. Rajan Zed's arrival, Mayor Wiggill proceeded with the agenda until Mr. Zed joined the meeting at 6:48 p.m.

Council Member Thompson led the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Council Member Smalling made a motion to approve the meeting minutes from May 20, 2025 as presented and Council Member Thompson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Council Member Rigley made a motion to approve the meeting minutes from May 27, 2025 as presented and Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Council Member Thompson questioned if there was audio for the June 3, 2025 meeting. Recorder Supp confirmed that an audio recording existed and apologized if it hadn't been uploaded properly, stating she believed it had been posted on the public notice website. Council Member Thompson mentioned that she was unable to locate the audio recording and acknowledged her lack of technological skill. Recorder Supp stated she would check and make sure there was audio uploaded.

Council Member Thompson made a motion to approve the meeting minutes from June 3, 2025 as presented and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Council Member Carlson made a motion to approve the meeting minutes from June 16, 2025 as presented and the Closed Session minutes from June 16, 2025 and Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

**Public Comments:** There were none.

**Regular Meeting**

1. **Consider and Award Cleaning Services Request for Proposals:** Mayor Wiggill asked if there were any questions about the cleaning award and asked Recorder Supp to provide an update. Recorder Supp stated that six proposals had been received. The committee found that Stratus Building Care had scored the highest. She had waited for references to return before making a final recommendation and noted that Stratus received extremely high ratings. Recorder Supp sent the proposal to Council Members for review.

Mayor Wiggill reiterated that six companies submitted bids, with three closely ranked. The decision ultimately came down to the references, with Stratus receiving outstanding feedback. Mayor Wiggill shared that the selection committee included themselves, Recorder Supp, and Treasurer Roth.

Council Member Thompson asked about the bids in relation to the budget. Mayor Wiggill explained that all bids came in higher than the current cost. Director Monroe had found temporary funding solutions within the existing budget, and the Council could revisit the budget at a later time. He noted the current service provider also submitted a new bid, which was significantly higher than other submissions. Recorder Supp elaborated, saying that the current provider's bid was \$2,300 per month, compared to the existing rate of \$811. Council members acknowledged that this was a significant increase.

Mayor Wiggill emphasized that each of the six proposals had been individually scored using a scoring sheet. The top three were narrowed down to two, and references were then reviewed. The standout company became clear through that process. Council Member Carlson asked about the current contract status. Mayor Wiggill and Recorder Supp clarified that there was no active contract with the current provider, it was month to month. Recorder Supp noted that she had informed the provider about the RFP process and confirmed that the provider had participated by submitting a bid. She also stated that the company had been with the City for 14 years. Council Member Carlson inquired whether the provider would raise rates to the new bid amount without a new contract. Recorder Supp admitted to wondering the same but didn't know the answer.

Council Member Smalling asked if the selection criteria included specific cleaning tasks, like windows, sills, or daily vacuuming. Recorder Supp confirmed that a checklist had

been sent and that each bidder responded based on that list in the proposal. Mayor Wiggill reiterated that the list of expectations was presented to all bidders, who submitted pricing accordingly. Mayor Wiggill added that there had been around seven evaluation questions that had been scored on a 1-to-5 scale.

Council Member Thompson asked if “high dusting” included tasks like cleaning chandeliers. Council Member Rigley responded affirmatively, noting that it included vents, lighting, and all accessible areas from top down. Council Member Rigley also confirmed that daily cleaning and interior/exterior window cleaning were included. Council Member Carlson noted having seen a noticeable arc on the windows due to limited cleaning reach. Mayor Wiggill said they hoped to avoid those kinds of oversights.

Council Member Smalling asked about deep cleaning after events in the event space and whether that fee could be charged to renters. Recorder Supp responded that deposits were kept when the space was left in poor condition. The current cleaning fee for deep cleaning was \$100, but they were unsure whether that fee applied after every event or only when requested. Council Member Rigley clarified that it didn’t include carpets. Council Member Smalling said deep cleaning should be requested as needed. Mayor Wiggill explained that the service would include quarterly deep cleaning in the event space and weekly regular cleaning. Council Member Carlson asked to be reminded about the deposit amount. Recorder Supp responded that it was \$250, which would cover the \$100 deep cleaning fee. Recorder Supp said the agreement for the Sunset Room could be reviewed or revised if they wanted to change the current fees.

Council Member Bartling asked about insurance coverage. Mayor Wiggill said the policy was \$1.5 million, and all proposals had insurance over \$1 million. Background checks by the Chief would also be required before any contractor worked in the building, excluding the basement. Council Member Carlson asked if everyone was comfortable with the cost increase and concluded affirmatively.

Council Member Rigley made a motion to approve awarding the cleaning proposal to Stratus Building Solutions and Council Member Thompson seconded the motion. The motion passed with Council Members Carlson, Rigley, Smalling and Thompson voting yes and Council Member Bartling voting no.

Mr. Rajan Zed, a Hindu leader, arrived and offered the invocation by reading from ancient Hindu scriptures in Sanskrit, followed by English translations. He invited all to rise and shared messages of peace, unity, enlightenment, and selfless service to humanity. He asked for a photo with the Council. He departed the meeting at 6:52 p.m.

2. **Mayor, Council and Department Head Reports:** Council Member Bartling thanked the Public Works staff for transporting the emergency preparedness water supply downstairs and expressed appreciation to Director Monroe for coordinating the effort. Council Member Bartling extended gratitude to all Public Works employees for their continued service. He noted that his materials for CERT remained on a work computer, but confirmed he would bring them next time. Mayor Wiggill expressed appreciation for the

effort of moving the water, remarking that it looked physically demanding. He commented that they had expected a lift jack might be used but noted the team used the same small gray cart typically used by the office staff. Mayor Wiggill acknowledged it was a significant task for the two young individuals involved and expressed relief that the task was handled by younger staff members.

Council Member Rigley reported that final preparations were underway for Sunset Fun Days, including emailing vendors and collaborating with Director Monroe to ensure all tasks were being addressed. Council Member Rigley also noted that the scavenger hunt had been built out, which took significant effort. A total of 18 teams had signed up, and she mentioned that there were some exciting prizes to be awarded, though details would be shared later. Council Member Rigley indicated that was the extent of their updates for now. Mayor Wiggill thanked her and acknowledged the extensive work required in preparation for Fun Days.

Council Member Smalling stated that her meeting with the Mosquito Abatement District was scheduled for the following week, so there were no updates in that regard. She reported that the fire district had responded to 33 calls in Sunset over the past month, covering 17 different emergency categories. These included everything from psychiatric emergencies and suicide attempts to traumatic injuries. She highlighted that the fire districts responded to a wide range of calls beyond fires. Council Member Smalling then shared a personal reflection, referencing a recent tragic incident involving firefighters being deliberately lured into danger and shot at. Council Member Smalling expressed strong emotion and stated that such acts were cowardly and evil, and that first responders—firefighters and police alike—run toward danger to save others. She encouraged everyone to be thankful for the safety provided by these public servants and to offer gratitude in their own ways. Council Member Smalling apologized for becoming emotional and again thanked both the fire and police departments for their service. Council Member Smalling also thanked the Public Works Director and the Office Manager for their responsiveness and support, explaining that she often sends emails during off-hours to capture thoughts in the moment. She reassured staff that immediate responses were not expected. Council Member Smalling concluded with a reminder about fireworks safety, especially given the dry and windy conditions leading up to the Fourth of July. She urged residents to have water on hand, keep children at a safe distance, and be mindful of neighbors, particularly veterans who might be negatively affected during this time of year. She emphasized the need for caution and compassion.

Council Member Thompson reported that her updates pertained to Fun Days and would be addressed during the work session. Council Member Thompson also mentioned that her RAB meeting was scheduled for later in the month.

Council Member Carlson expressed appreciation for Council Member Smalling's earlier comments and echoed their sentiments. Council Member Carlson also reported on the fire district's finances, stating that the amended FY2025 budget had been approved after adding a \$50,000 expense for replacing an engine in a fire truck. Council Member Carlson noted that the FY2026 final budget had also been passed. He emphasized the



benefits of belonging to a fire district, citing that the property value within the district was \$4.7 billion. With a tax rate of 0.001557, the district was able to generate \$6.8 million in funding, allowing for quality equipment and services.

Chief Jamison shared he and Council Member Carlson were partners in the upcoming cornhole tournament. Chief Jamison also reported that earlier that week, two deceased individuals were discovered in separate but near-simultaneous incidents within 15 minutes of each other. While neither case was deemed suspicious, the proximity of the calls was unusual. Chief Jamison stated that code enforcement efforts would be increased along the parade route to improve property appearance this upcoming week. Additionally, extra shifts for DUI enforcement and general oversight would be added for the Fourth of July holiday weekend.

Director Monroe reported that preparations were in full swing with numerous ongoing projects citywide. Preparations for Sunset Fun Days were progressing, especially at Rachael Runyan Memorial Park. Improvements included a fresh coat of paint and new concrete flooring for the pavilion, with new light fixtures planned for installation later that week. Mayor Wiggill asked if there were any questions for the director and shared that individuals working on the skate competition area had promised it would be ready in time. Mayor Wiggill expressed excitement about the event. Director Monroe asked if Mayor Wiggill had received an email from Cool Breeze Covers. Mayor Wiggill replied he had not checked email since leaving the office. Director Monroe provided an update, stating that prep work for the bowery in the Veterans Park would begin on July 3, with construction expected to be completed by July 17. Director Monroe also introduced ideas for new benches with cutout metal designs incorporating the City's name and sunset imagery. He expressed interest in collaborating with Council Members on placing a few around the City.

Recorder Supp provided an update on the GoGov app, noting that 241 iOS users and 139 Android users had downloaded the "Sunset on the Go" app. Recorder Supp encouraged continued promotion of the app and appreciated that Council Member Rigley had made it part of the scavenger hunt challenge. Recorder Supp also reminded everyone that City offices were closed on Friday for the 4<sup>th</sup> of July.

Mayor Wiggill expressed appreciation for working with the fire department on the budget, echoed earlier sentiments about Chief Becraft's performance review, and acknowledged the chief's continued excellence. Mayor Wiggill also praised the Public Works department for their contributions to park preparations ahead of Sunset Fun Days. Special acknowledgment was given for handling tasks that extended beyond normal expectations.

Mayor Wiggill stated that if there were no further questions or concerns, the council would adjourn the regular session, take a short break, and then reconvene for the work session.

Council Member Thompson made a motion to adjourn the Regular Session and move into a Work Session with a short break in between and Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

**Work Session (7:14pm)**

1. **Discuss Final Fun Days Preparations:** Director Monroe started off the Fun Days discussion with the 5k; He stated that the starting location for the event remained largely the same. They planned to begin just behind the seminar building of the Jr. High, approximately 30 feet shorter than the original distance. This adjustment would help prevent large groups from gathering along 250 to start. Director Monroe explained that the arrows marking the course were still in decent condition but would be touched up the following week, during which several tasks were scheduled.

Mayor Wiggill shared he had spoken with Director Monroe about cleaning the gutters along the parade route last year; it had been done, though water and debris had accumulated due to residents watering their lawn the night before. Mayor Wiggill expressed appreciation and noted the ongoing efforts to maintain the roads, emphasizing that while such maintenance couldn't be forced, it was commendable.

Mayor Wiggill announced that the week prior to the event, they would promote the grand marshal feature on the app and Facebook, similar to what had been published in the newspaper. This would be distributed to residents to increase awareness and engagement. Council Member Carlson asked if the grand marshal's wife would be participating, and Mayor Wiggill confirmed.

Director Monroe provided updates on Friday's events, specifically the skate competition. Public Works had purchased all the prizes, and preparations were nearly complete. The facility was about 99% ready, and coordination with the contractor was ongoing.

Director Monroe added that a contractor named "a beat in time" would handle the movie, screens, and DJ. Mayor Wiggill noted that the DJ would be active all-day Saturday, except during the band's performance. Director Monroe confirmed the DJ would also be present during the fireworks and could play music for that portion of the event. He recalled that in the past, a playlist was rejected for being too "new wave," and deferred music decisions to Council Member Bartling. Council Member Bartling stated that the firework company had prepared soundtracks and offered to obtain a copy. Director Monroe confirmed that this arrangement would suffice and asked if there were any further questions regarding Friday's events.

Director Monroe then shifted to Saturday's schedule, reporting that the 5K registration would begin at 6:30 a.m., with the race starting at 7 a.m. Mayor Wiggill was expected to be present for announcements and kickoff.

Council Member Carlson brought up the involvement of the fire district in Friday's events. Director Monroe responded that they had likely been invited, although

confirmation would be obtained from Misty the secretary, who handled coordination. Director Monroe noted having previously discussed it with Chief Becraft.

Mayor Wiggill clarified that while he enjoyed cooking breakfast, he intended to be more mobile this year to support various parts of the event. He still planned to help with breakfast but would also be present at the 5K race start and finish, assist with trophies, shirts, and medals, and generally circulate to offer help throughout the day.

Council Member Smalling inquired about the breakfast arrangements. Director Monroe explained that pancakes would be served and that pickup for supplies would occur around 6:30 a.m. when Smith's opened. He noted having no space to store supplies overnight. Council Member Rigley reminded everyone to ensure timely pickup. Director Monroe affirmed that all necessary arrangements were in place but emphasized the need for morning support. Council Member Rigley shared plans to recruit volunteers from the North Davis CTC program and mentioned two individuals, Andrea and Jess, who had previously participated. Director Monroe suggested that future breakfasts start later, from 7:30 to 9:30 a.m., to ease pressure. He mentioned that a former mayor had been frustrated due to delays caused by food loading. Director Monroe noted that Public Works staff would help cook, clean, and set up. Grills and equipment would be located under the main pavilion at Rachel Runyan Park. They planned to set up two large canopies (10x20) and several smaller ones (10x10) with tables underneath, to provide shade throughout the day for residents.

Council Member Thompson reported that, according to their latest email, 54 cars and 17 motorcycles were confirmed for the car show. This totaled 71 confirmed participants as of the previous Friday. Additionally, a representative from Duck Duck Jeep expressed that many parade participants also wanted to join the car show. Another participant, Greg Dunn Schauser, intended to bring military vehicles and had questions about where to stage them. Council Member Thompson asked if there was space to accommodate him. Council Member Carlson confirmed this was the individual with the large tank truck. He proposed assigning a location on one end of the event area for ease in the small roundabout. Mayor Wiggill noted that the flag truck would make a good visual statement at the entrance. Council Member Thompson expressed uncertainty about whether the setup would satisfy Mr. Schauser, given the distance between his vehicles. Director Monroe said the arrangement would also help avoid complications such as getting ruts in the lawn caused by heavy military equipment. Council Member Thompson added that Mayor Wiggill would likely appreciate the patriotic visual at the entrance. Director Monroe and Council Member Thompson concluded that Mr. Schauser's truck would be stationed at the roundabout entrance, with the show vehicle placed as close as possible to that spot. Council Member Rigley cautioned that placement should not obstruct access for food trucks or car show flow. Council Member Thompson agreed and proposed a layout where the truck would be parked at the roundabout, with entry from the west. Mapping and zoning specifics still needed finalization. Director Monroe acknowledged that details for mapping had not been finalized and suggested saving fireworks placement decisions for last, as it marked the event's end. Council Member Thompson expressed concern about whether the planned layout could accommodate all vehicles and asked



about shifting spots north or south if needed. Council Member Rigley asked for clarification. Council Member Thompson explained they initially envisioned single lines of cars but later shifted to a “double line” setup (i.e., three double rows). This would allow them to stagger cars more densely and fill gaps with motorcycles. Director Monroe suggested informing participants that they might need to move their cars after the show to make space for later activities. He proposed a walkthrough of the park to measure and mark out spaces. Council Member Thompson stated they would not ask confirmed participants to move early but agreed that unplanned arrivals could be asked to shift if needed. Another email would be sent out closer to the event with specific assigned spots to keep car clubs grouped together. Mayor Wiggill supported that approach and reminded everyone to allow for walking space between cars to prevent damage. Council Member Carlson noted that standard parking spots were nine feet wide. Council Member Thompson shared they were using 11-foot widths to provide adequate spacing. Council Member Rigley commented that wider spacing was reasonable for the types of vehicles attending. Council Member Thompson asked where trailered vehicles that could not drive on grass should be staged. Director Monroe asked whether they would be unloading directly onto grass or transporting vehicles after unloading. Council Member Thompson clarified they would drive into position post-unloading. Council Member Rigley emphasized the importance of a designated unloading entrance. Council Member Carlson mentioned that participants typically parked trailers offsite and drove the vehicles in. Council Member Thompson stated that the same approach had worked for other shows. Director Monroe suggested visiting the park for a layout walkthrough. Council Member Thompson asked whether they should bring the giveaway items to the park. Director Monroe agreed that having all items together at their station would make things easier.

Director Monroe then outlined the post-car show schedule: inflatables and DJ activities throughout the afternoon, followed by the band “If and When” starting at 7 p.m. and playing until 8 p.m., at which point the DJ would resume for the fireworks. Council Member Rigley asked when the cornhole tournament would begin. Director Monroe replied that it would start around 11:30 a.m. Mayor Wiggill confirmed the start time and said brackets would be set up in advance. Council Member Rigley asked about the tournament’s location. Mayor Wiggill said it would take place on the tennis courts. He noted that during a trial setup in a garage, the sound from bags hitting the concrete was loud, but the tennis courts were the most viable option to avoid congestion elsewhere. Council Member Rigley agreed the event would be noisy due to music and gameplay so the added noise should be fine. Mayor Wiggill said he would use the tennis courts, setting up two to four sets of boards. He was working to borrow equipment from volunteers. Council Member Thompson noted that several people had volunteered to bring boards. Mayor Wiggill confirmed they would coordinate all details. Chief Jamison had also volunteered to help with setup, and Mayor Wiggill suspected they had been “voluntold” to play in the tournament. Council Member Rigley asked who would be judging the competition. Mayor Wiggill stated it will be based off of who wins. Mayor Wiggill added that prizes still needed to be finalized. Director Monroe suggested coordinating with him to pick out prizes.

Council Member Thompson said they had received numerous messages via email, text, and social media expressing safety concerns following incidents at other cities' events, including fights and shootings. She asked what could be done to reassure the public. Council Member Rigley commented that officers were always present and visible at City events. Chief Jamison stated that even if 40 officers were present, certain incidents couldn't always be prevented. However, they were committed to ensuring a safe environment. Chief Jamison said their entire team would be there and emphasized that should anything significant happen, Davis County would respond immediately to assist. Chief Jamison concluded by saying they were willing to reach out to other departments if additional coverage was needed. Chief Jamison recalled that in prior years Clinton had been very concerned, though less so this year. He pointed out that, as with West Valley, no one expected such issues there, but incidents still occurred. Clinton had informed them about what they believed was happening, and it seemed to involve the same groups. Chief Jamison mentioned that if individuals were carrying a fanny pack up high, there was often a gun inside. He emphasized that there weren't many other events happening, so people might be drawn to their event out of novelty. Chief Jamison continued, explaining that Clinton had experienced multiple fights, and one officer had even been sucker punched. Mayor Wiggill stated that the best course of action was to continue reassuring the public that their department was sharing information and would be fully present during the event. The goal was to stay ahead of any issues. Chief Jamison said he would evaluate things throughout the day, which would provide insight since disruptive individuals usually arrived in the evening. He noted that adding personnel was only a phone call away and mentioned recent incidents in Kaysville as a reminder that extra help could be brought in if necessary.

Director Monroe turned the discussion towards fireworks; he stated that the space available for people to sit this year for fireworks was significantly smaller than in previous years. The area was no longer the large three-acre space from before at Central Park. Most attendees would likely sit in shaded areas under trees, as vendors would still be set up in the usual spots.

Council Member Carlson asked about parking near in the church parking lot. Council Member Bartling responded that it had been addressed months ago and was approved with the church.

Mayor Wiggill asked who wanted to take the lead on fireworks. Council Member Bartling noted that the fallout zone included the stage area and deferred to Director Monroe. Council Member Rigley asked where the stage should be placed instead. Council Member Bartling said it had been discussed with Director Monroe previously. Council Member Rigley asked why the plan had been directed toward him and questioned why she hadn't been contacted. Council Member Rigley insisted that since Council Member Bartling was handling fireworks, he should have reached out.

Council Member Rigley mentioned that the car show was supposed to end at 4:30. Council Member Bartling explained that the fireworks setup had to begin no later than 3:00 PM, meaning the area needed to be cleared by then. He added that if the space was

not cleared then this year's show would be smaller than what was outlined in the proposal. Council Member Rigley emphasized that Fun Days included more than just fireworks.

Council Member Rigley argued that asking to take over the entire park for setup for fireworks was unreasonable and questioned whether attendees would be forced out. She also raised concerns that Council Member Bartling was setting off the fireworks themselves, representing a potential conflict of interest. Council Member Bartling responded that he had disclosed his involvement with the three companies and recused himself from any decisions related to fireworks. He had helped coordinate bids and getting approval from the Fire Marshall. Council Member Carlson remarked that while fireworks were not the only a part of Fun Days, they were the biggest draw for attendees. Council Member Rigley warned that if the setup displaced other vendors or attendees, people would be upset. Council Member Rigley reiterated that there appeared to be a conflict of interest due to Council Member Bartling's personal involvement in the fireworks show. Council Member Thompson asked whether the show had already been paid for. She noted that she didn't remember Council Member Bartling saying he was going to be the one to light the fireworks but remembered voting on the bid he proposed. Council Member Bartling responded that the decision was made weeks ago and had been discussed at length. Council Member Rigley suggested that the issue was now causing broader problems.

Council Member Thompson proposed reconfiguring the layout so that the fallout zone didn't overlap with other activities. She suggested flipping it toward the playground, away from the restricted zone. She clarified the layout, pointing out that the primary conflicts were the stage and half of the food truck vendors. Council Member Rigley confirmed the food vendors were located within the fallout zone. Council Member Thompson stated that the food vendors would not want to leave early, as they had paid to stay longer. Chief Jamison commented that once people were in the park, things became more fluid, with people moving around and trying to get a good view so it would not be safe to have vendors leaving before fireworks were finished. Council Member Rigley said they had informed people to be out of the fallout zone by a certain time based on prior guidance. Council Member Thompson proposed flipping the layout to keep the fallout zone clear. She suggested specific adjustments using the map, identifying the square layout and possible alternative placements. Council Member Bartling mentioned that everything could be moved eastward. Council Member Thompson agreed and discussed necessary security measures for the new layout. Council Member Bartling pointed out that two backyards were located within the fallout zone. Mayor Wiggill asked for confirmation that food trucks didn't have to be relocated. Council Member Thompson replied that the stage was the main concern, not just the cars from the car show. Mayor Wiggill mentioned that at 9:00 PM, people would already be arriving for fireworks. Council Member Thompson said there was a liability issue in moving people around at night and supported relocating the stage or flipping the layout. Mayor Wiggill suggested moving it to avoid safety concerns. Council Member Thompson clarified that the stage was the key piece needing adjustment. Council Member Rigley stated that everything would have to shift, not just the stage. Mayor Wiggill agreed and noted that a full

relocation was necessary. Council Member Thompson and Director Monroe discussed putting the stage in a new location that would still work for the movie as well. Mayor Wiggill said the goal was to find a suitable spot that kept everyone happy.

Council Member Bartling informed he wanted the stage as far north of the tennis court as possible. Mayor Wiggill expressed the desire to keep the stage close to the main activities.

Council Member Thompson asked why the setup was being moved so far and whether it still met the necessary requirements. She referenced the map again and proposed alternative locations near the tennis courts and inflatables, trying to avoid areas that would become wet. Council Member Thompson asked Council Member Bartling whether the new location would work for the fireworks setup. He agreed it would. Council Member Thompson reminded everyone that Council Member Bartling was the fireworks expert. Council Member Bartling suggested placing at least half the setup to the north near the court. Mayor Wiggill said the final decision would depend on where the trailer operator chose to park, and they would accommodate accordingly.

Council Member Rigley raised the issue of homes with backyards near the fallout zone. Mayor Wiggill said that those residents had been contacted.

Council Member Rigley asked about wind speed and safety concerns. Mayor Wiggill emphasized that safety should not be a negative topic and reminded everyone of the plan.

Council Member Rigley stated they would update and resend the map. Mayor Wiggill reminded everyone that staff would help with setup and emphasized clear communication with all vendors. Council Member Smalling said they would notify vendors and car show participants and reminded them to check emails for any last-minute changes. Director Monroe reiterated that last-minute changes were inevitable and to direct complaints to them.

Mayor Wiggill highlighted the peak times for safety concerns—early morning and before fireworks—and urged flexibility. Council Member Thompson asked whether food trucks would stay until around 9:30 PM. Council Member Rigley said they could stay through the fireworks if they moved. Director Monroe pointed out that the spot near the food trucks was a prime viewing area. Council Member Rigley questioned where people would sit and watch instead. Council Member Thompson suggested the blacktop in front of the school and other open areas. Mayor Wiggill proposed allowing vendors to leave early if things slowed down. Council Member Rigley acknowledged that some vendors might leave early, even if they weren't supposed to. She stated she couldn't force vendors to stay but encouraged them to avoid leaving too early. Director Monroe added that safety would be maintained. Council Member Rigley said as long as vendors stayed on their designated side, there would be no issues.

Mayor Wiggill asked whether a safety light could be arranged. Director Monroe volunteered to handle it. Mayor Wiggill requested an email with any findings and



delegated follow-up tasks. He thanked the Council and expressed appreciation for the resolution.

2. **Discuss Draft RFP for Banking Services:** Mayor Wiggill asked Recorder Supp to share information on the banking RFP. Recorder Supp explained that the City attorney had approved the draft. She noted the only reason for switching was the steep increase in fees—from \$300 to over \$1,000 per month in the years she has been with the City. Council Member Thompson thanked Recorder Supp for their work. Council Member Bartling asked if the fees were the only reason for changing banks. Recorder Supp confirmed they were. Mayor Wiggill reiterated that the fees had become excessive. Recorder Supp added that the bank no longer wanted customers visiting in person and instead encouraged drop-box deposits. She also said the bank charged for every action—even viewing a check image online. Council Member Thompson asked if this was because the City had a business account. Recorder Supp confirmed that it was. Council Member Thompson clarified that there were no special perks involved because it was a City account. Recorder Supp replied no. Recorder Supp asked for approval to move forward with the RFP. The Council agreed to release the RFP.

Mayor Wiggill asked if there were any final comments about the RFP or Fun Days. Katherine Hunter (resident) asked about the fun run. Recorder Supp said they were going to create a flyer specifically for the fun run to promote this week. Mayor Wiggill stressed the importance of promoting the event. Ms. Hunter said she had been waiting for more information. Recorder Supp explained that registration was usually done in person but offered to accept early sign-ups through a JotForm sheet she could create. Council Member Rigley asked if there would be T-shirts with registration. Director Monroe confirmed that there would be. Recorder Supp reiterated that registration was handled in person but could be adjusted if needed. Ms. Hunter said she had registered online in the past.

Council Member Bartling share at the end of the meeting his thoughts of reminding others to remember there's more than just yourself when doing things, reach out. He voiced our community is not very good at communication and working together. He thanked Council Member Rigley and her spouse for their hard work on the event map. Mayor Wiggill thanked everyone for their participation.

Council Member Bartling made a motion to adjourn and Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

The Regular meeting adjourned at 8:15 p.m.

Approved – July 15, 2025

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Scott Wiggill, Mayor

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Nicole Supp, Recorder



SUNSET CITY CORPORATION

VOUCHER APPROVAL FOR INVOICES OVER \$15,000.00

Date: July 1, 2025 – July 15, 2025

DATE	VENDOR	DESCRIPTION	DEPARTMENT	AMOUNT
07/3/25	Workhorse Excavation	Pay request #2 1800 North	Public Works	\$29,054.33
			Total	\$29,054.33

Mayor

Council Members

City Recorder

City Treasurer

Date



CIVIL ENGINEERING CONSULTANTS, PLLC.

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Riverdale City, Utah 84405  
801-866-0550

3<sup>rd</sup> July 2025

Sunset City  
200 West 1300 North  
Sunset, UT 84015

Attn: Jason Monroe  
Proj: **Sprinkler Vault in Central Park Sunset Davis County Utah**  
Subj: Payment Request No. 2 & Summary

Dear Jason,

Enclosed are the Payment Request and Payment Summary for the above referenced project.

Upon review and approval of these documents, please have all three (3) copies of the Payment Summary documents signed.

Retain one (1) copy of each for your files and return two (2) originals to our office.

We would recommend payment to Workhorse Excavation and Construction Inc. in the amount of \$29,054.33 for the completed work, with a retainage amount of \$1,739.55 to be held by the City until the punch list items have been completed.

Should you have any questions in regards to any of the above items, feel free to contact me.

Sincerely,  
CEC, Civil Engineering Consultants, PLLC.

R. Todd Freeman, S.E., P.E.  
*City Engineer*

Enclosures

- Payment Request No.2
- Payment Request No.2 Summary

## PAYMENT REQUEST NO. 2

## PROJECT:

Sprinkler Vault in Central Park Sunset Davis County Utah  
Sunset City

## DATE:

3 July 2025

## CONTRACTOR:

Workhorse Excavation and Construction Inc.  
10419 North Old Highway 191  
Malad City, Idaho 83252

CONSTRUCTION BID ITEMS - BID ITEM QUANTITIES AND BID AMOUNTS						WORK COMPLETED PERIOD 2		TOTAL WORK COMPLETED TO DATE	
No.	Item	Quantity	Unit	Unit Price	Total Bid Amount	Quantity	Amount	Quantity	Amount
1.	Furnish and install a 10-inch by 4-inch tee with a 4-inch gate valve.	1	ea.	\$28,050.00	\$28,050.00	0.85	\$23,842.50	1.00	\$28,050.00
2.	Install a new 4-inch water meter and vault, per city specification.	1	ls.	\$12,000.00	\$12,000.00	0.20	\$2,400.00	0.20	\$2,400.00
3.	Furnish and install a 3-inch reverse pressure double check valve station with a concrete pad, above ground enclosure with locking cover, and capping a 3-inch water line.	1	ls.	\$21,705.00	\$21,705.00	0.20	\$4,341.00	0.20	\$4,341.00
PAYMENT REQUESTED - PAYMENT REQUEST #2					\$61,755.00	\$30,583.50		\$34,791.00	

## PAYMENT REQUEST NO. 2 - SUMMARY

## PROJECT:

Sprinkler Vault in Central Park Sunset Davis County Utah  
Sunset City

## DATE:

3 July 2025

CONTRACT PROPOSAL AMOUNT (BID):

## CONTRACTOR:

Workhorse Excavation and Construction Inc.  
10419 North Old Highway 191  
Malad City, Idaho 83252

CONTRACT PROPOSAL TOTAL:

BID AMOUNT	DAYS PROVIDED FOR CONSTRUCTION
\$61,755.00	days
\$61,755.00	30

CONSTRUCTION PERIOD					PAYMENT REQUESTS / PREVIOUS PAYMENTS		
	BEGIN PERIOD (DATE)	END PERIOD (DATE)	TOTAL DAYS (USED TO DATE)	AMOUNT OF WORK COMPLETED (TO DATE)	Request #	Date	Amount
Work completed for Payment:					Payment #1	6/20/2025	\$3,997.13
Payment Request #1	6/6/2025	- 6/11/2025	5	\$4,207.50			
Payment Request #2	6/11/2025	- 7/2/2025	21	\$30,583.50			
Total Construction Work Completed to Date:			26	\$34,791.00	Previous Payment Total:		\$3,997.13
Contractors Funds to be Retained (5%):			5%	\$1,739.55	Percentage (%) of Construction Work (Completed)		56%
Previous Payments (Paid to Contractor):				\$3,997.13	Percentage (%) of Construction Days (Used)		87%
AMOUNT RECOMMENDED FOR PAYMENT				\$29,054.33			

I have checked and verified the "PAYMENT REQUEST" and "PAYMENT SUMMARY" and, to the best of my knowledge and belief, the amount claimed and requested is a true and a correct statement of the dollar amount due to the contractor for work performed by said Contractor.

CEC, CIVIL ENGINEERING CONSULTANTS, PLLC.

Requested by:

Contractor

Date:

7/9/25

Approved by:

City Engineer

Date:

7/9/2025

Approved by:

Sunset City

Date:

