



# *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, December 2, 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 Thompson
- C. APPROVAL OF MINUTES – November 5, 2025 and November 18, 2025 and the Closed Session from November 18, 2025
- D. PUBLIC COMMENTS

### AGENDA ITEMS

- 1. Hill Air Force Base – Environmental Update Presentation with Lindsay Burt
- 2. Mayor, Council and Department Head Reports
- 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 – November 26, 2025.

  
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Nicole Supp, Recorder

Minutes of a regular meeting held November 5, 2025 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Wiggill presiding.

**REGULAR SESSION**

**Mayor and Council Present:**

Scott Wiggill	Mayor
Ricky Carlson	Council Member
Nancy Smalling	Council Member
Hope Thompson	Council Member

**City Employees Present:**

Recorder Supp	Recorder
Brett Jamison	Police Chief
Beau Fullmer	Public Works Ops Manager

**Others Present:**

Marcia Hamblin	Sunset
Robert Smalling	Sunset
Joseph Cook	Ascend Development
Henry De'Varona	Ascend Development

**Excused:**

Sam Bartling	Council Member
Nakisha Rigley	Council Member
Jason Monroe	Public Works Director

The regular session was called to order at 6:33 p.m. by Mayor Wiggill.

Council Member Smalling gave a prayer/inspirational thought and led the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Council Member Thompson stated she had a question on the minutes. Recorder Supp asked which set of minutes was being referenced. Council Member Thompson explained that the concern was in the regular meeting minutes, not the special meeting minutes. She noted that the minutes stated that two Council Members voted yes, one voted no, and one did not vote. Recorder Supp responded that this was the concern Council Member Bartling had raised as well and asked if Council Member Thompson remembered which page it appeared on. Recorder Supp clarified that the actual vote had been three yes votes, one no vote, and one abstention, and therefore the motion had passed by majority. Council Member Thompson stated that this made sense but said that during training the Council had been taught that on a five-member body, four votes were needed for something to pass. Council Member Carlson responded that this requirement applied only to a closed meeting. Council Member Thompson thanked Council Member Carlson for the clarification.

Council Member Thompson made a motion to approve the meeting minutes from October 7, 2025 and October 20, 2025 as presented and Council Member Smalling seconded the motion.

The motion passed unanimously with Council Members Carlson, Smalling and Thompson voting yes.

Public Comments: There were none.

**Regular Meeting**

1. **Discuss and Approve Amendments to the Plat for Falcon Ridge Building #2:** Mayor Wiggill invited Joseph and Henry to present. Representative, Mr. Cook, explained that the master plan for all three building sites on the Falcon Ridge property had already been recorded. The current item was an "as-built" plat, meaning the surveyor had come in after the building was constructed and documented the exact locations of the condominium unit walls and the airspace purchasers would own. He described how pages two and three showed the locations of all units—101, 102, 103, and so forth through the fourth floor.

Council Member Thompson asked what amendment was being proposed.

Mr. Cook stated that the amendment added the individual condominium airspaces. The master plat showed only the building footprint, but condominium buyers owned the airspace from the unfinished sheetrock to the unfinished floor and ceiling, and the amendment documented that space for all 61 units.

Council Member Thompson stated she was confused. Mr. Cook clarified that the amendment applied only to Building No. 2 and defined each condominium's airspace. He acknowledged that there were technical details involved. Mayor Wiggill commented that condominium owners could not remove walls or encroach into a neighbor's unit.

Mayor Wiggill asked whether there were further questions for Mr. Cook and, hearing none, requested a motion.

Council Member Thompson made a motion to approve the Falcon Ridge Building #2 Plat Amendments and Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Carlson, Smalling and Thompson voting yes.

2. **Discuss Terms for the Development Agreement for the Ascend Land Development Project:** Mr. Cook reviewed the prior discussion, explaining that the remaining unresolved issue was the length of the development agreement term. He said he was agreeable to a three-year term, but if they were unable to obtain construction financing despite reasonable efforts, he wanted an automatic extension for one year, potentially up to five years total. He described the difficulty of securing financing and the unpredictability of lenders.

Mayor Wiggill restated the request: a three-year term with a two-year buildout, plus a one-year extension if reasonable efforts failed to secure financing. Mr. Cook said they hoped for the ability to extend up to five years, beginning with three and adding time only if financing could not be obtained.

Mayor Wiggill invited questions.

Council Member Thompson noted that this approach appeared to place the Council back at the original timeframe previously discussed. Council Member Carlson noted that the issue was only if the developers encountered bank-related problems. Council Member Thompson agreed but reiterated that it resembled the prior request.

Mayor Wiggill clarified that the terms remained three years plus two to complete construction, with the one-year extension only if financing could not be secured. Mayor Wiggill emphasized that the earlier reference to four or five years was only an example and that the Council could determine the specific terms.

Council Member Smalling stated she wanted to ensure that the developers would pursue financing diligently.

Council Member Thompson stated that it felt like the discussion had returned to the original request—three years plus additional time if financing was not obtained—which seemed similar to the initial five-year request.

Mr. Cook asked why a five-year term was viewed negatively, given the significant investment developers had already made and the absence of harm to the City. He noted that water and sewer allocations were handled by other agencies, not the City.

Council Member Smalling expressed concern about a partially built structure if financing failed after construction began, especially given the location along Main Street.

Mr. Cook responded that partially completed construction was a separate issue from entitlement periods. He explained the risks developers already carried, the costs incurred, and the need for certainty while finalizing plans, bidding, and obtaining financing. Henry DeVarona addressed the concern about a half-built building, explaining that lenders would not finance only part of a structure; once financing was secured, it would cover the entire building.

Council Member Smalling noted that timely financing benefited the developers as well. Mr. Cook agreed, stating that developers only earned returns after bearing significant risk and securing financing, then successfully selling the completed units. Council Member Thompson asked what incentive the developers had to complete the project.

Mr. Cook explained that he purchased the property in October 2021, had experienced delays due to engineering reviews, and were motivated financially and practically to complete the project.

Mayor Wiggill summarized options for that evening: the Council could establish the terms—such as three years with a one-year extension upon demonstrated due diligence and a two-year build period—and approve those terms subject to legal counsel drafting the agreement.

Mr. Cook said the developers hoped for a three-and-two-year extension structure.

Mayor Wiggill asked for any final questions or comments from the Council or the developers.

Mr. Cook added that recent state law removed a City's ability to require a development agreement if a project complied with zoning and code, and therefore the developers hoped the City would agree to five years with two extensions.

Recorder Supp asked for clarification on the final terms and requested the statutory citation mentioned.

Mr. Cook provided the citation as Utah Code 10-9a-532 and stated that municipalities could not require development agreements as a condition of development if zoning requirements were met.

Henry DeVarona stated that even with the proposed changes, the developers would still need to diligently pursue financing.

Recorder Supp explained that she had brought the issue to the City Attorney because, in Recorder Supp's view, the BMU zone—written with input from these developers—required a development agreement. Recorder Supp stated that the City Attorney, after reviewing the applicable code and the project history, still believed a development agreement was necessary due to certain terms involved. Recorder Supp added that the City Attorney could be brought in electronically if needed.

Mayor Wiggill stated that the developers were missing the point, explaining that the City's legal team had reviewed the matter and determined that the project did not meet the statutory requirements referenced by the developers.

Mr. Cook responded that the civil engineer believed the project met those requirements.

Council Member Thompson asked if the City were grandfathering some items, the City would be grandfathering everything. She clarified that the City had discussed the old and new Form Base Code, noting that the project did not fall cleanly under the new code because it began under the old standards. Council Member Thompson asked if the City was applying the old rules, the City should apply all the statutes that were in effect at that time.

Mr. Cook stated that the statute being discussed was new and that the state had changed the law.

Mr. Cook said the state ombudsman had given a specific explanation but did not want to get further into legal analysis. He added that the developers hoped an agreement could be reached.

Mayor Wiggill stated that the legal questions could lead into a separate, larger issue. Mayor Wiggill said that if the Council could reach an agreement that night, the City could avoid that broader conflict. Mayor Wiggill asked whether the Council supported the earlier example: a three-year term with a one-year extension ("bump") if, after due diligence, the developers still could not obtain financing, along with a two-year build-out period. Mayor Wiggill asked whether anyone wanted to expand on those terms.

Council Member Carlson stated support and noted that the inclusion of "due diligence" was important. If due diligence could be demonstrated, then the extension could be granted.

Mayor Wiggill asked whether there were any other questions, concerns, or proposed time changes.

Council Member Thompson reviewed the code mentioned by Mr. Cook and stated she reviewed legal documents multiple times to ensure understanding.

Mayor Wiggill asked if there were further concerns. Mayor Wiggill reiterated the terms—three years with a one-year extension and a two-year build-out—and asked if the Council was prepared for a motion.

Council Member Rigley made a motion to approve the plat for the Ascend Development and Council Member Carlson seconded the motion. The motion passed by majority vote with Council Members Carlson, Rigley and Smalling voting yes, Council Member Thompson voting no and Council Member Bartling not voting.

3. **Approve Development Agreement for the Ascend Land Development Project Based on Discussion and Changes from Agenda Item #2:** Recorder Supp clarified the terms again: three years, one one-year extension, due diligence requirement, and a two-year build-out period. Recorder Supp asked if those were the terms being agreed upon.

Council Member Thompson stated that the developers wanted two one-year extensions.

Mayor Wiggill stated that the Council was offering one one-year extension and asked whether the developers would accept that if it could be approved. Mr. Cook stated that he could accept those terms and that it was essentially the same structure they had discussed previously.

Council Member Carlson made a motion to approve the Development Agreement with the terms outlined in item #2 and Council Member Smalling seconded the motion. The motion passed with majority by a roll call vote with Council Members Carlson and Smalling voting yes and Council Member Thompson voting no.

4. **Mayor, Council and Department Head Reports:** Council Member Carlson shared that he had spent time speaking with Recorder Supp about the work involved in preparing minutes and expressed appreciation for Recorder Supp's efforts.



Council Member Thompson explained that several government meetings had been postponed for RAB and MIDA. Her UTA meeting was next week. Council Member Carlson asked about a “new plume” in Sunset. Council Member Thompson noted that she could share some information from a committee meeting, but it was incomplete and would share once she had her next meeting. She expressed excitement for the upcoming Bingo Night/ food drive/warm clothing drive. Council Member Thompson encouraged residents to join the Citizens Police Academy, describing it as an amazing opportunity.

Council Member Smalling first thanked those who participated in the election that year, including voters and candidates. She expressed hope that those who were not elected would consider running again in the future, noting the value of civic engagement and the challenge of making difficult decisions, as the Council had done that night. Council Member Smalling also spoke about the Candy Crawl event on the 24th, describing it as highly attended and very enjoyable. She noted that attendees from other cities had come and that it showcased Sunset well. Council Member Smalling hoped the City could host similar events again. Council Member Smalling reported attending the Mosquito Abatement conference in Park City, where she learned about different spraying methods, including drones, vehicle spraying, and plane spraying. She stated that the best technique depended on the terrain. Council Member Smalling also shared information about positive test pools for West Nile virus found in small backyard items, including a child’s overturned toy shovel. She reminded residents to empty standing water and noted that Davis County had two West Nile-related deaths that year. Council Member Smalling expressed excitement for the upcoming Veterans Program on the 15th, noting it was the 50th anniversary of the end of the Vietnam War and that the groundbreaking event for the Agent Orange monument would occur the same day after the Veterans Program. The invitations had been mailed and sent. She thanked Recorder Supp and staff for helping with them.

Mayor Wiggill noted that the public works director was excused but Operations Manager, Beau Fullmer, was present. Mayor Wiggill invited Ops Manager Fullmer to speak. Ops Manager Fullmer stated there was nothing new to report but offered to coordinate with Council Member Smalling regarding preparations for the Veterans Program. Council Member Smalling stated she would connect him with the correct person in charge of that portion of the event. She noted the hope to have a ceremonial pile of dirt ready for the groundbreaking but acknowledged logistical factors.

Chief Jamison had nothing to report.

Mayor Wiggill asked when overnight parking restrictions would begin? Chief Jamison responded that overnight parking would not be allowed beginning November 15. Mayor Wiggill thanked Chief Jamison and noted that the City would share that information on social media.

Recorder Supp reported that Administrative Assistant/Court Clerk, Robyn Scroggs, had submitted notice and would be moving back to Alabama to be with family after her spouse’s retirement. Recorder Supp explained that the position had been posted during

the week of Halloween, that numerous interviews had been conducted, and that second interviews would take place on Monday. Recorder Supp noted that the position was a court clerk/administrative assistant role and that the judge wished to participate in the second-round interviews.

Mayor Wiggill noted that the City had received a surprising number of applications. Recorder Supp stated there were around fifteen or sixteen applicants. Mayor Wiggill stated that the first-round interviews had produced several strong candidates and that staff were now working to narrow them for the second round. Mayor Wiggill expressed confidence in staff's process and the quality of the applicants.

Mayor Wiggill expressed appreciation for the Candy Crawl event. he thanked all department heads for ensuring employee participation, stating that the event had been extremely successful. Mayor Wiggill praised the Council Members and administrative staff for attending in costume and contributing to a fun, positive event. Mayor Wiggill gave additional recognition to Recorder Supp and staff for organizing donations, planning, and coordinating event operations. Mayor Wiggill expressed appreciation for the photo opportunities and equipment displays for the children that made the event memorable.

Mayor Wiggill then spoke about the recent election, acknowledging the efforts of all candidates, including those who ran for Mayoral seat and Council seats. Mayor Wiggill noted the personal and financial commitment required of candidates and shared appreciation for their participation. Mayor Wiggill expressed gratitude to the residents of Sunset for voting and stated excitement for the upcoming four years and the opportunity to work with what he believed would be a strong team.

Mayor Wiggill concluded with remarks about the North Davis Fire District. Mayor Wiggill said the department responded to 45 calls in the past month, including fires and numerous lift-assist calls for residents who needed help standing or moving. Mayor Wiggill emphasized the importance of these services for elderly residents and expressed appreciation for both the fire department and police department.

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

The Regular meeting adjourned at 7:10 p.m.

Approved – December 2, 2025

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Scott Wiggill, Mayor

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Nicole Supp, Recorder



Minutes of a regular meeting held November 18, 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
Nakisha Rigley	Council Member
Nancy Smalling	Council Member
Hope Thompson	Council Member

**City Employees Present:**

Recorder Supp	Recorder
Beau Fullmer	Public Works Ops Manager
Mark Becraft	North Davis Fire District Chief

**Others Present:**

Katherine Hunter	Sunset
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**Excused:**

Brett Jamison	Police Chief
Jason Monroe	Public Works Director

The regular session was called to order at 6:33 p.m. by Mayor Wiggill.

Council Member Bartling gave a prayer/inspirational thought and led the Pledge of Allegiance.

**APPROVAL OF VOUCHERS:** Mayor Wiggill asked if there were any questions or concerns about the voucher. Council Member Thompson stated that during the last meeting the Council approved one installation for Premier Installation, and before that they had done another. She noted that the City had completed two Durango's and had now approved three installations. Recorder Supp commented that she believed it had been one car and one installation together and one for the car by itself. This voucher would be the installation to the previous car that was by itself.

Council Member Thompson clarified that the car had been by itself, the installation had then been by itself, and the combination had been done last time. She asked how many installations were actually occurring.

Mayor Wiggill explained that this invoice was for the most recent Durango the City had purchased. That vehicle had been delivered, and the voucher had been submitted a couple of meetings earlier. This voucher was for the installation of the gear for that Durango. Council Member Thompson acknowledged that she might be misremembering and hoped someone else had checked, adding that it felt like there had been three installations and two Durango's.

Recorder Supp checked the prior agendas and stated that there had been one installation and one Durango on the 21<sup>st</sup> and that only the vehicle had been considered on the 7th, and that this appeared to make it two and two.

Mayor Wiggill thanked Recorder Supp and asked whether there were any further questions or concerns. Mayor Wiggill noted they wished the Chief Jamison had been present to help clarify. Before the motion was made, Chief Becraft explained that every vehicle purchased in the fire district went through Premier Installation. He described that the cost could reflect various equipment, such as upgraded sirens, bed covers, logos, and other accessories. Premier Installation was treated as a standard line item for nearly every vehicle purchased.

Council Member Rigley made a motion to approve the voucher for Premier Installation and Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

**APPROVAL OF MINUTES:** Council Member Rigley made a motion to approve the meeting minutes from October 21, 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.

**Public Comments:** There were none.

**PUBLIC HEARING:** Council Member Bartling made a motion to go into a Public Hearing and Council Member Thompson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

**G. To Solicit Input from Sunset City Residents to Remove Chapter 12 Internal Accessory Dwelling Units from Title 10 of the Sunset City Municipal Code:** Mayor Wiggill then asked Council Member Carlson if he had any information from the Planning Commission meetings to share. Council Member Carlson explained that there had been extensive discussion on the matter. He stated that the Commission agreed that external accessory dwelling units were acceptable, but internal accessory dwelling units were not appropriate for the City.

There were no Comments.

**H. To Solicit Input from Sunset City Residents to Add Chapter 12 Accessory Dwelling Units to Title 10 of the Sunset City Municipal Code:** Council Member Carlson stated that the Planning Commission had reviewed the matter extensively, and their recommendation was to add Chapter 12 to the code.

There were no Comments.

Council Member Smalling made a motion to go out of the Public Hearing and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

**Regular Meeting**

1. **Discuss and Approve Ordinance 2025-04 Repealing Sunset City Code Section 10-12-1 Entitled Internal Accessory Dwelling Units:** Mayor Wiggill asked Council Member Carlson and Council Member Bartling if they wished to comment for further. Council Member Carlson stated he had nothing more to share. Council Member Bartling said he had nothing further to add, noting the Planning Commission had done the work to prepare the material.

Council Member Smalling made a motion to approve Ordinance 2025-04 and Council Member Rigley seconded the motion. The motion passed with a roll call vote with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

2. **Discuss and Approve Ordinance 2025-05 Adopting Chapter 12 Accessory Dwelling Units to Title 10: Zoning Regulations:** Mayor Wiggill asked if Council Member Carlson or Council Member Bartling had any comments. Neither had further comments.

Council Member Rigley made a motion to approve Ordinance 2025-05 and Council Member Carlson seconded the motion. The motion passed with a roll call vote with Council Members Bartling, Carlson, Rigley and Smalling voting yes and Council Member Thompson voting no.

3. **Discuss and Approve Resolution 2025-19 Sunset City Council Acting as the Board of Canvassers Certifying the Results of the November 4, 2025 Municipal General Election:** Recorder Supp shared that Sunset City had 2,265 registered voters. A total of 731 ballots were cast, for a voter turnout of 32.27%. For the seat of Mayor, Scott S. Wiggill received 403 votes and Sam Bartling received 318 votes. For the Sunset City Council seats, Nancy Greco Smalling received 419 votes; Catherine R. Hunter received 417 votes; Cornell Wilkes Thomas received 323 votes; and Ronald Fish Wilson received 181 votes. Recorder Supp thanked the Council, stating that this had been her first full election process.

Council Member Rigley made a motion to approve Resolution 2025-19 and Council Member Carlson seconded the motion. The motion passed with a roll call vote with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

4. **Mayor, Council and Department Head Reports:** Mayor Wiggill began with Public Works, he asked Ops Manager Beau Fullmer if he had anything to report. He did not. Mayor Wiggill asked whether a new employee had been hired that week and it was confirmed yes, his name was Tyson.

Mayor Wiggill also mentioned having worked recently with another new hire from Public Works who had performed extremely well and offered appreciation for that effort. Mayor Wiggill asked if anyone had questions for Public Works.

Council Member Bartling asked whether sidewalk repairs would begin in December. Ops Manager Fullmer did not know and suggested getting with Director Monroe for an explanation. Mayor Wiggill informed he had some insight to share on this matter. Roughly 1,400 items had been identified for repair and about 47 for replacement. The

company handling the work expected to begin sometime in December and would start with priority areas identified by Director Monroe.

Council Member Thompson asked if Public Works staff would complete the work. Mayor Wiggill explained it would be done by a separate company.

There was brief discussion among Mayor Wiggill and staff about the extensive mapping involved and the criteria used for determining repair needs.

Council Member Carlson asked when asphalt would be poured on 250 West where a water main break had occurred. Ops Manager Fullmer explained that the work should begin the next morning, depending on asphalt availability. He discussed asphalt plant schedules and temperature limitations, noting that colder temperatures required switching to cold patch.

Fire Chief Becraft stated that call volume was normal but increasing, with 36 medical calls and 9 fire-related calls in the previous month. He reported no working structure fires. Fire Chief Becraft also noted two retirements: Darrin Coleman with 38 years with the district and Harold Weekes, an employee of 37 years. Promotions included a new battalion chief and a new captain. The district had hired 2 full-time and 2 part-time staff and had three individuals in paramedic school. The district was preparing for its fiscal audit, and board appointments would be reviewed in January. Fire Chief Becraft also shared information about the delivery of a new 107-foot ladder truck scheduled for August of the next year.

Council Member Smalling asked to confirm who had retired, and Fire Chief Becraft provided the names. He informed Council this year would be his 40<sup>th</sup> year with the district. Mayor Wiggill thanked the Chief for the update.

Council Member Bartling reported that he had been reviewing emergency preparedness materials to prepare for his transition out of Council, and noted that many items dated back to 1996 or earlier. He was working on identifying updated materials and training. Council Member Bartling also commented that the Veterans Day program appeared to have been a success even though he couldn't attend and thanked Council Member Smalling for organizing it.

Council Member Rigley said she had the opportunity to attend the Veterans program, which she described as an awesome event. She noted that it was exciting to see the City featured in the news for the video of the Agent Orange Memorial dedication. Council Member Rigley complimented the work done by Council Member Smalling, particularly Hannah Turk from the Agent Orange Foundation, along with all of the organizations involved. She felt the event had been very well put together.

Council Member Rigley explained she had missed the previous Council meeting because of the Wasatch Integrated board meeting was scheduled close to the same time. She shared that there was not much news to report, but Preston Lee, the new executive

director, was doing a great job. She mentioned hearing that Mr. Lee had better communication with Layton City and that they might not leave the district after all. Council Member Rigley added that the board's Christmas party would be held at the Timbermine and described it as a fun event that included an ugly sweater contest.

Council Member Rigley said she was working on preparations for the bingo night tied to the food and winter clothing drive. She had seen the donation box downstairs and hoped it would fill up. She planned to use the boxes for the bingo night donations and reported that she had already ordered around fourteen or fifteen prizes. Council Member Rigley explained that, for snacks, she intended to keep things simple and cost-effective by purchasing donut holes from Walmart and arranging them on platters, along with hot chocolate. She stated she had submitted a work order to have the room set up similarly to the Veterans program because she liked the table arrangement and felt it allowed everyone to be seen while calling bingo. Council Member Thompson was planning to call numbers but that there would be plenty of opportunities for others to help as well. She encouraged any Council Member available to attend so they could assist with handing out bingo cards as people brought donations.

Council Member Rigley said the electronic bingo app used last year had worked well, displaying numbers on the screen and making the process easier than calling numbers manually. She noted that chairs or tables might need to be moved to ensure the screen was visible. The preparations were nearly complete and she planned to create a children's corner like the previous year. Council Member Rigley explained her goal of keeping one bingo card per person to keep things fair and manageable, especially since young children might not follow along with multiple cards.

Council Member Rigley said they hoped to collect enough donations to fill the City's blessing box and suggested that any surplus non-perishable food could be stored for future use or donated to Open Doors. She expressed support for keeping donations within Sunset when possible. Mayor Wiggill stated that they regularly contributed to the blessing box and had noticed it was sometimes low. He agreed that storing items to refill it as needed would be helpful.

Council Member Smalling shared that the weekend's Veterans Day events had gone very well and had been a great moment for Sunset City. She mentioned that the news had covered the event, including the Agent Orange groundbreaking, and said turnout had been strong—even to the point that some people had to watch from outside. Council Member Smalling described it as nerve-wracking but ultimately successful event. She reported the Agent Orange monument was moving forward and that the site excavation had already begun. Council Member Smalling noted how meaningful the project was, particularly for individuals like Larry Kerr, who had worked hard to make the monument a reality despite health challenges. She said Sunset City should feel honored to host the monument in its park. Council Member Smalling thanked City staff, Public Works, the office team, and Council Members for supporting the event. She expressed pride in how everything had turned out and in being part of the community.



Council Member Thompson said she planned to continue the Christmas decoration contest for homes this year, but hoped to switch to a nomination-based process rather than the Council selecting winners directly. She said this approach had worked well for Halloween and reduced concerns about favoritism on social media. Council Member Thompson reported that now that the federal government had reopened, the RAB meeting would likely be held at the end of the month, with the MIDA meeting planned for early December. She stated that six companies had already submitted proposals for land on top of 1800, including one proposing another gas station across from Maverik. She added that Maverik planned to submit its own proposal as well.

Council Member Carlson said they had also attended the Veterans event and the Agent Orange groundbreaking. He said the programs was emotional and he appreciated talking with the Veterans in attendance. He praised the individual who played Taps, describing them as sharp and well-suited for the role. Council Member Carlson stated he had watched the news coverage and noted that Hannah Turk had received positive recognition for speaking about her father and Agent Orange. Council Member Carlson congratulated Scott Wiggill, Nancy Smalling, and Katherine Hunter as the Council reviewed the election numbers that evening. He noted that the North Davis Fire board meeting would be held on Thursday and that more information would follow.

Recorder Supp reported that the City was very close to transitioning utility bills from postcards to mailed statements. She said there had been recurring issues with raw data that placed information in the wrong fields, but she was working with Caselle and Freedom Mailing to resolve it. She expressed confidence that the transition would be ready by January.

Council Member Carlson asked whether information was displaying incorrectly. Recorder Supp clarified that missing numbers needed to be added, but otherwise the layout looked good. Recorder Supp noted that the new bill format included a large box that would allow the City to include messages and event information. Council Member Thompson questioned the amount paid for the mailing services. Recorder Supp stated she could not remember the exact amount but thought it was around \$12,000 - \$13,000.

Recorder Supp confirmed that the City could not send postcards anymore due to privacy concerns and that the privacy auditor had advised the City to make the change as soon as possible.

Mayor Wiggill added that employee time required for printing and preparing postcards also had to be considered. He noted that the new system would be faster, safer, and compliant with new requirements.

Council members discussed the cost differences between postcards and mailed bills. Recorder Supp said she believed the budgeted amount was around \$13,000 per year but would need to verify the exact figure.



Recorder Supp then announced that the City's new employee, Katie Lasceter, would begin on December 1. Mayor Wiggill shared that he had observed the interview process and were impressed by the number of applicants—sixteen in total—which he felt spoke highly of Sunset City as a place to work. Mayor Wiggill said he had reviewed the test bill with Recorder Supp earlier that day and believed the improvements looked excellent. He reiterated that the new bills would allow for important City information to be shared more easily.

Mayor Wiggill said he was excited for the upcoming bingo event and encouraged checking through the available supplies downstairs. He also emphasized the importance of getting donations distributed promptly. Mayor Wiggill expressed pride in the Veterans Program turnout and appreciation for the stories shared by attendees. He noted that the Agent Orange committee had been great to work with and credited Hannah Turk for her coordination. He estimated that approximately 250 people had attended the combined events, which ended with standing room only. Mayor Wiggill praised the event's speaker, Captain Chambers, for delivering a powerful message.

Mayor Wiggill thanked Nancy for her work, expressed enthusiasm for bingo night, and congratulated the newly elected Council Members. He also thanked Council Member Bartling for his service.

Mayor Wiggill announced that the Council would move into a brief closed session at the end of the meeting. He said a short recess would be taken before starting to allow time for socializing.

Council Member Rigley made a motion to take a short break and then move into a Closed Session at 7:14 p.m. and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

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

The Regular meeting adjourned at 7:40 p.m.

Approved – December 2, 2025

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Scott Wiggill, Mayor

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Nicole Supp, Recorder

Minutes of a Closed Session held November 18, 2025 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Wiggill presiding.

**Present:** Mayor Wiggill, Council Member Bartling, Council Member Carlson, Council Member Rigley, Council Member Smalling, Council Member Thompson and Recorder Supp.

**7:22 p.m. CLOSED SESSION**

In accordance with Utah State Code 52-4-205(1) to discuss:

- (a) except as provided in Subsection (3), discussion of the character, professional competence, or physical or mental health of an individual;
- (b) strategy sessions to discuss collective bargaining;
- (c) strategy sessions to discuss pending or reasonably imminent litigation;
- (d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposal related to the development of land owned by the state, if public discussion would:
  - (i) disclose the appraisal or estimated value of the property under consideration; or
  - (ii) prevent the public body from completing the transaction on the best possible terms;

Council Member Rigely made a motion to enter a closed session in accordance with Utah State Code 52-4-205(1). The meeting was held in the Sunset Council Chambers on the second floor of the City Building. Council Member Carlson 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 adjourn the closed session. Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

The meeting adjourned at 7:40 p.m.

Approved – December 2, 2025

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Scott Wiggill, Mayor

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Nicole Supp, Recorder