

Sunset City Corporation
City Council Minutes
May 5, 2026
Page 1 of 11

Minutes of a regular meeting held May 5, 2026 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
Katherine Hunter	Council Member
Nakisha Rigley	Council Member
Nancy Smalling (6:34pm)	Council Member
Hope Thompson	Council Member

City Employees Present:

Brett Jamison	Police Chief
Jason Monroe	Public Works Director
Recorder Supp	Recorder
Sarah Markel	Deputy Recorder
Chrissy Weatherston	Head Utility Billing Clerk
Tawny Graham	Police Officer
Brady Davis	Police Officer
Brendan Davis	Police Officer

Others Present:

Robert F. Smalling	Sunset
Bailey Porter	Layton
Suzanne Young	Herriman
James Young	Herriman
Tyler Young	Brigham City
Ellie Markel	West Point

The regular session was called to order at 6:32 p.m. by Mayor Wiggill.

Council Member Hunter gave an inspirational thought and led the Pledge of Allegiance.

Public Comments: There were none.

APPROVAL OF MINUTES: Council Member Thompson made a motion to approve the meeting minutes from April 7, 2026 as presented and Council Member Hunter seconded the motion. The motion passed unanimously with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

APPROVAL OF VOUCHER: Kapp Auto in the amount of \$37,435.25 for a vehicle for Public Works. Council Member Thompson made a motion to approve the voucher for Kapp Auto and Council Member Smalling seconded the motion. The motion passed unanimously with a roll call vote from Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

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

G. To Solicit Input from Sunset City Residents to Approve the Tentative Operating Budgets for Fiscal Year 2027, Ending June 30, 2027 and Setting the Date for a Public Hearing on Final Adoption: There were no comments.

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

Regular Meeting

1. **Swear in and Give Oath of Office to Officer Tawny Graham:** Chief Jamison introduced Officer Tawny Graham to the Council and audience. Chief Jamison shared that Officer Graham had been raised in Paradise, California. It was also noted that Officer Graham was the oldest of five children and had a twelve-year-old son. She was being officially sworn into office with support from family and significant others present. Officer Graham then participated in the oath of office ceremony, swearing to uphold and defend the Constitution of the United States and the Constitution of the State of Utah and to faithfully discharge the duties of the office. Mayor Wiggill congratulated Officer Graham and expressed excitement about the officer joining the City team. Mayor Wiggill stated confidence that Officer Graham would serve alongside the outstanding officers already employed by the City and would become a valuable asset to the community. Mayor Wiggill also acknowledged the support shown by the officers and family members in attendance.

Mayor Wiggill invited any guests who wished to leave following the swearing-in ceremony to do so and requested that attendees sign the attendance sheet before departing.

2. **Recognize Head Utility Billing Clerk Chrissy Weatherston for 30 Years of Service for Sunset City:** Mayor Wiggill stated that, as a longtime resident, he had known Utility Billing Clerk Weatherston long before serving on the Council or as Mayor and spoke highly of the dedication and service she had provided to the community over the past three decades. Mayor Wiggill invited Utility Billing Clerk Weatherston forward for recognition and expressed appreciation for all the work and service provided to the City. Council Member Hunter commented that 30 years was a very long time and acknowledged Utility Billing Clerk Weatherston's commitment to the City.

Utility Billing Clerk Weatherston thanked the Council and staff and stated that the current office team, including Nicole, Kimber, Sarah, Katie, and Alyssa, was the best team with whom the clerk had ever worked. She stated that retirement was anticipated the following year and expressed confidence that Recorder Supp would find the right person to continue the work and fit in well with the office staff.

Mayor Wiggill joked about hoping for four more years of service but reiterated appreciation for her patience, professionalism, and excellent customer service, especially during busy billing periods at the end of each month.

3. **Consider and Approve Resolution 2026-08 Approving Member Employee Contributions to the Utah Retirement Systems (URS) Contributory Retirement Plan on Behalf of Eligible Employees:** Mayor Wiggill asked Recorder Supp to provide information regarding the resolution. Recorder Supp explained that during the City's recent audit, the auditor noted that the City should have a formal written resolution documenting the City's contributions to URS. She stated that the resolution had been prepared to formally document the City's existing practice and ensure compliance with audit recommendations. She further explained that the auditor had indicated the documentation should already exist but no written record could be located. Mayor Wiggill acknowledged that the requirement may have existed for some time but agreed that formalizing the matter in writing was appropriate.

Council Member Rigley made a motion to approve Resolution 2026-08 and Council Member Carlson seconded the motion. The motion passed with a roll call vote with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

4. **Consider and Approve Resolution 2026-09 Approving an Interlocal Cooperation Agreement with Davis County Relating to the Community Development Block Grant (CDBG) Program for Federal Fiscal Years 2027, 2028 and 2029:** Mayor Wiggill asked Director Monroe to provide additional information regarding the agreement. Director Monroe explained that the agreement related to participation in Community Development Block Grant funding opportunities. He stated that Sunset City had already been awarded grant funding for a waterline project intended to upgrade aging four-inch water lines to larger eight-inch lines along portions of the City.

Council Member Hunter asked whether the grants required matching funds from the City. Director Monroe explained that some local contribution was expected, although the amount varied depending on available funding. Director Monroe noted that larger communities were sometimes able to contribute more substantial matching amounts.

Council Member Thompson asked whether grant funds were restricted to specific approved projects or could be redirected to other City projects. Director Monroe stated this was a project specific grant.

Council Member Smalling made a motion to approve Resolution 2026-09 and Council Member Hunter seconded the motion. The motion passed with a roll call vote with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

5. **Consider and Approve Resolution 2026-10 Adopting the Tentative Operating Budgets for Fiscal Year 2027, Ending June 30, 2027 and Setting the Date for a Public Hearing on Final Adoption:** Mayor Wiggill asked whether there were any questions or concerns regarding the tentative budget.

Council Member Thompson asked Recorder Supp whether the Council needed to establish a specific date for the public hearing and final adoption. Recorder Supp responded that June 16 had been proposed as the date for the final adoption and public hearing.

Council Member Thompson made a motion to approve Resolution 2026-10 and Council Member Rigley seconded the motion. The motion passed with a roll call vote with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

6. **Mayor, Council and Department Head Reports:** Council Member Carlson reported that the Fire Department budget currently projected needing approximately \$30,000 from the fund balance to cover the expenses for the new fiscal year. Council Member Carlson confirmed that the figures included the new Emergency Preparedness Director position as well as three additional firefighter positions.

Council Member Thompson reported attending a RAB field trip involving tours of contamination-related facilities and projects. She stated that the tour had lasted longer than previous ones and noted that additional EPA representatives and other officials would be attending future meetings. Council Member Thompson encouraged anyone available to attend upcoming meetings because of the importance of the topics being discussed. She shared she will have a UTA Board meeting this Wednesday.

Council Member Thompson also reported on upcoming emergency preparedness fair/activities taking place at the county level, including mental health and emergency preparedness meetings in Farmington. Volunteers are needed for this event. Additionally, Council Member Thompson discussed participation in a Falcon Hill Development Review Committee meeting where future development interests and preferred business types would be discussed for the MIDA land on the 12th of this month.

Council Member Thompson further reported the recent Car Show application for Fun days had received responses from seven participants while fourteen individuals had not yet completed it. She also thanked Chief Jamison for speaking with representatives from a local car wash business regarding participation in the City's Fun Days event with donations or money sponsorship. Council Member Thompson stated that the business had expressed interest in sponsoring future activities and promoting City-related information.

Council Member Smalling discussed the importance of promoting information through social media and maintaining organized tracking methods such as spreadsheets for outreach efforts. She also noted that Gary from the Mosquito Abatement Board would soon be retiring and encouraged others to consider going to the open house from 4pm-6pm next week. Lastly, she encouraged the Council to start thinking of someone for the Grand Marshall for the parade this year.

Council Member Rigley reported that preparations for Fun Days were progressing well. She thanked Deputy Markel for helping update the online vendor signup form and stated that approximately 26 vendors had already registered, including several food vendors.

Council Member Rigley also reported on an upcoming Wasatch Integrated Waste board meeting where a tentative budget would be adopted. She explained that the organization's Fiscal Year 2027 tentative budget was approximately \$34.9 million, with roughly \$3.2 million derived from annual operating revenue while maintaining a three-month operating reserve and approximately \$4.26 million in liabilities. Council Member Rigley stated that the organization remained financially stable.

Council Member Rigley further informed the Council that Republic Services had received approval from the Federal Trade Commission to purchase Robinson Waste Services in Utah. Although Sunset City currently contracted with ACE Disposal, Council Member Rigley noted that the acquisition reduced competition within the local waste industry and could eventually impact pricing and services in the future.

Council Member Hunter reported that the senior citizen event was scheduled for the following Wednesday at Rachael Runyan Park and described it as a lunch and social gathering for local seniors.

Council Member Hunter also reported extensive work related to planning a new playground project. She stated that discussions had taken place with numerous local families regarding concerns and desired improvements at City parks. Council Member Hunter explained that one of the most common concerns involved the existing sand playground surface. As a result, the City planned to replace the sand with engineered wood fiber designed specifically for playground safety. Additional improvements included installing decorative borders around the playground area to improve safety, cleanliness, and visibility for parents. She stated that plans were nearly finalized and expressed hope that installation could be completed by Fun Days.

Council Member Thompson asked whether the new improvements would replace the existing playground structures. Council Member Hunter responded that the current equipment would largely be removed because playground equipment is generally recommended for replacement every eight to ten years and the existing structures were well beyond that lifespan.

Council Member Hunter then asked whether there would be continued access across 1800 North for the parade during Fun Days. Mayor Wiggill responded that access would remain available.

Director Monroe shared the new park benches at the Veterans Park were installed and ready for use. He asked the Council if he was okay to start prepping the Rachael Runyan Park for the upcoming improvements and was given the go ahead.

Recorder Supp asked the Council for feedback regarding the updated message section on the City water bills. She explained that additional information and notices had been included in the billing statements and that the expanded format appeared to work well. Recorder Supp encouraged Council Members to provide information before the first of each month if they wished to include additional announcements or notices on the bills.

Council Member Hunter asked whether the messages also appeared on electronic bills for residents who did not receive physical paper statements. Recorder Supp confirmed that the same notices were included on both electronic and physical bills, although formatting and colors might differ slightly.

Mayor Wiggill took time to recognize the office staff for continually making improvements to City processes and communications, including enhancements to water bill notices and other administrative systems.

Mayor Wiggill also discussed the newly approved Emergency Preparedness Director position and clarified that the position would involve hiring a professional specifically trained in emergency preparedness rather than simply promoting an existing firefighter. He stated excitement about the opportunity to improve both the City's emergency preparedness program and the CERT volunteer program to increase community involvement.

Mayor Wiggill again recognized Chrissy Weatherston for 30 years of public service and commented on the rarity and value of such long-term dedication.

Mayor Wiggill then reported that the Fire District had experienced another extremely busy month, including 37 EMS calls and 12 fire calls within Sunset City alone. Mayor Wiggill noted that the Clearfield station continued to rank among the busiest in the state and stated that the new fire facility had significantly improved recruitment and retention of firefighters.

Mayor Wiggill concluded by expressing excitement about Officer Graham joining the Police Department and stated confidence that the officer would become an outstanding addition to the City team.

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

WORK SESSION (7:11pm)

- 1. Discuss MIDA Funds:** Mayor Wiggill discussed a proposed project involving decorative banners along Main Street. The Mayor explained that research had been conducted regarding the cost and placement of banners on utility poles along Main Street and the City's main corridors. Mayor Wiggill estimated that approximately 30 banners could be installed at a total cost of roughly \$3,000.

Mayor Wiggill stated that entrance banners would include "Welcome to Sunset" messaging while additional banners could feature rotating seasonal or patriotic themes related to the upcoming 250th anniversary celebration. He also proposed installing decorative red, white, and blue scroll banners on the front of the City building.

Mayor Wiggill explained that the City had recently received approximately \$50,000 as Sunset City's share of improvement-related funds associated with MIDA and suggested using a portion of those funds for the banner improvements. He clarified that the funds were not currently designated for any specific project.

Mayor Wiggill further explained that the proposed banners would measure approximately 24 by 16 inches and that discussions had already taken place with Fast Signs regarding production costs. He noted that Roy City had also recently ordered similar banners from the same company.

Council Member Thompson asked if the cost was for the kits and the banners or just the banners. Mayor Wiggill stated that the estimated cost for the banner project, including the hardware kits, would be approximately \$2,100 to \$2,200, with the kits ranging from \$18 to \$25 each depending on the selected option. He explained the importance of purchasing durable materials that would last long-term, while also being mindful of the City's budget and financial responsibilities.

Mayor Wiggill noted that if any changes arose from the original proposal, those changes would be brought back before the Council prior to moving forward. There were no questions or concerns from the Council.

2. **Discuss Fiscal Year 2026 Budget Amendments:** Recorder Supp reported that every account had been reviewed and advised the Council that only the accounts highlighted in yellow had changes. She stated that there were no changes to taxes or related accounts unless the revenue was above the budgeted amount. She moved directly into the Police Department where the full-time salary account had been decreased and overtime. In the Non-departmental accounts Recorder Supp explained that the transfer allocation to the Youth Council Fund had been reduced to \$1,000.

In the Streets budget, Recorder Supp asked Director Monroe whether the joint slurry seal project on 800 North had begun, as the budgeted line item was intended for that project but had not been paid out. Director Monroe responded that he would double-check but believed the project had begun. Recorder Supp noted that the equipment maintenance account in the Streets budget had increased due to unanticipated expenses. Director Monroe stated that there was a large and expensive truck expense expected for the remainder of the year.

Nothing had changed in the Buildings and Grounds and City Shops accounts. Recorder Supp explained that in the Parks budget, a review of the line items showed that half of the prior year's Veterans Park bowery invoice, totaling approximately \$21,500, had actually been paid during the current fiscal year because the invoice had arrived on July 31. Recorder Supp stated that this required an increase to the Parks budget account.

Recorder Supp stated that the Public Notices account in the Recreation budget had been reduced by \$50 because the City was unlikely to spend the original amount budgeted, although a small balance was left in the account for safety purposes. Recorder Supp reported

that the City's total fund balance now stood at 22.87% of the state statutory limit, which was considered a strong position financially.

Recorder Supp stated that the Utility Income changes reflected only the amounts currently received. In the Non-departmental budget Recorder Supp explained that the Office Equipment Maintenance account, which served as the City's IT budget, had originally been budgeted at \$12,000 during the first year it had been placed in the Non-departmental category, but expenses appeared to be coming in lower than expected. Recorder Supp therefore reduced that account to \$8,000.

Recorder Supp stated that no changes had been made to the Water, Sewer, Garbage, Buildings and Grounds, or City Shops budgets. Recorder Supp explained that in the Stormwater Fund, the SWPPP Maintenance account had been increased slightly to ensure there were sufficient funds for the storm water audit and engineering work. Recorder Supp stated that no changes had been made to the Class C Fund, Dispatch Fund, Emergency Preparedness Fund, Liquor Control Fund, DARE Fund, Youth Council Fund, Retirement Fund, Local Option Fund, CDBG Fund, or Public Works Capital Project Fund.

Recorder Supp summarized the amended fiscal year 2026 budget totals. General Fund revenues were reported at \$2,541,485, expenditures at \$3,226,615, and revenues over expenditures at negative \$685,130. Total fund revenues were reported at \$5,592,232, expenditures at \$7,055,880, and revenues over expenditures at negative \$1,463,648. Recorder Supp asked if the Council had any questions and then transitioned into discussion of the fiscal year 2027 budget.

3. **Discuss Fiscal Year 2027 Budget Requests:** Recorder Supp stated that there had been no changes to taxes or revenues for fiscal year 2027, aside from the previously discussed \$650,000 transfer from the Capital Projects Fund. She noted that the Mayor and Council budget had been updated for a 5% increase in the salary and FICA accounts. Recorder Supp stated there were no changes in Court, Prosecution and Defense, Administration, Planning and Zoning, or Building Inspection.

Recorder Supp explained that the Non-departmental transfer to Youth Council had been increased to \$1,500 as previously discussed, and Emergency Preparedness funding had also been added. Recorder Supp stated that no further changes had occurred within the Police Department, Streets, Buildings and Grounds, City Shops, or Parks budgets beyond the previously discussed storm water program wage increases and the addition of desks and chairs for the Police Department.

Recorder Supp reported that the General Fund statutory balance was projected at 13.4%, including the \$650,000 transfer. She stated there were no additional changes in Utility Income, Mayor and Council, Administration, Water, Sewer, Buildings and Grounds, or City Shops accounts.

Recorder Supp asked Director Monroe whether sufficient engineering funds remained budgeted for the Sunset Room project. Director Monroe confirmed that the amount appeared sufficient.

Recorder Supp explained that no changes had occurred within the Stormwater Compliance budget or Class C Fund. She stated that the Dispatch Fund reflected the previously discussed \$4 fee increase and that the Emergency Preparedness budget included the requested \$2,500. Recorder Supp noted that the DARE Fund would be dissolved and that the Youth Council Fund reflected the previously discussed increases of \$500 for travel and training and \$1,000 for supplies. Lastly, she also noted that the Retirement Fund still included the \$23,000 transfer from the Utility Fund related to the Head Utility Billing Clerks upcoming retirement in the following year.

Director Monroe explained that the CDBG project funding would function as a three-year program, with annual funding amounts allocated each year to keep the City active and rotating within the program requirements.

Recorder Supp stated that the only change within the Public Works Capital Projects Fund was the \$650,000 transfer to the General Fund. She then corrected previously stated numbers and clarified the final fiscal year 2027 totals. General Fund revenues were projected at \$3,294,685, expenditures at \$3,349,922, and revenues over expenditures at negative \$55,237. Total fund revenues were projected at \$6,534,820, expenditures at \$8,147,127, and revenues over expenditures at negative \$1,612,307.

Recorder Supp asked whether the Council was comfortable adopting the final budget on June 16th and expressed surprise that no additional questions had been raised.

Council Member Thompson asked how the City planned to address the projected negative balances.

Recorder Supp explained that the City would rely on existing fund balances and transfers, unless the Council decided to raise taxes, take expenses out of the budget or find other sources of revenue. Specifically, the \$650,000 transfer from the Public Works Capital Projects Fund, which significantly reduced the shortfall. Recorder Supp noted that most other funds either had their own revenues or dedicated fund balances available. Recorder Supp further explained that even after the transfer, the Public Works Capital Projects Fund would still maintain a balance of approximately \$1,076,873.

Mayor Wiggill stated that the situation reinforced the importance of discussing future taxation and long-term financial sustainability. He expressed concern regarding the increasing costs of doing business and stated that delaying small incremental increases could eventually result in large and difficult tax increases for residents. He discussed the importance of implementing periodic reviews, such as every two or three years, to evaluate the City's tax structure and financial position before major financial issues developed.

Mayor Wiggill stated that while the City had successfully managed the current budget, the Council needed to continue planning for future costs, including inflation and infrastructure expenses. He noted that Sunset City operated differently than many surrounding communities and emphasized that the City's department heads provided significant services at comparatively lower administrative costs. He referenced nearby cities paying City managers substantially higher salaries and stated that Sunset City's department heads continued to perform well while remaining fiscally responsible.

Council Member Hunter commented that property taxes represented only approximately 20% of the City's overall revenue.

Council Member Smalling expressed concerns regarding long-term sustainability and future financial pressures.

Mayor Wiggill stated that providing information to the public remained critical and noted that public misunderstandings often occurred when residents were unaware of the City's financial discussions. He referenced the prior Fire Department tax increase discussions, explaining that once accurate information had been distributed through flyers and mailers, residents better understood the actual impact of the increase. Mayor Wiggill stressed the importance of transparency and educating residents regarding City finances.

Council Member Hunter suggested that the City should continue exploring additional revenue sources and economic development opportunities.

Council Member Smalling asked whether the City would receive any benefits from ongoing development projects occurring within the region.

Mayor Wiggill explained that MIDA revenue-sharing between Riverdale, Roy, Sunset and Clearfield were connected to the property on the East side of Main Street may include hotel and commercial projects, were expected to generate approximately \$50,000 for the City; or at least the City had received one payment so far and hoped for more in the future. Mayor Wiggill stated that although the federal government-controlled portions of the development area, the participating cities would still receive shared revenue generated from improvements and business activity within the project area.

Council Member Thompson stated that the improvements and revenues would be split among the four participating cities.

Council Member Carlson clarified that while the City could not directly tax the federal land itself, the City would receive revenue from taxable improvements and business activity associated with the development.

Council Member Smalling stated that it was important to clearly understand how the revenue sharing would function and to ensure Sunset City received a fair share of the revenues generated by the project. Council Member Thompson agreed.

Sunset City Corporation
City Council Minutes
May 5, 2026
Page 11 of 11

Director Monroe reminded the Council that as development and services expanded, the Public Works Department would require additional resources and funding to maintain service levels. Director Monroe stated that those future costs needed to be considered carefully.

Council Member Thompson acknowledged the concern.

Recorder Supp asked whether buildings constructed on the federally controlled property would still fall under Sunset City's building inspection processes or whether they would utilize separate inspectors. Council Member Carlson added that while developers would be expected to follow City ordinances, the project could potentially utilize its own inspectors.

Recorder Supp clarified that the City would not receive building permit fees from those inspections. Mayor Wiggill confirmed that understanding.

Mayor Wiggill thanked the Council, staff, and Recorder Supp for their extensive work on the budget process.

Council Member Carlson made a motion to move out of a Work Session and Council Member Hunter seconded the motion. Council Member Smalling made a motion to adjourn and Council Member Thompson seconded the motion. The motion passed unanimously with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

The Regular meeting adjourned at 7:54 p.m.

Approved – June 2, 2026

Scott Wiggill, Mayor

Nicole Supp, Recorder