



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
Katherine Hunter

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, October 6, 2026 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. PUBLIC COMMENTS – *This is an opportunity to address the City Council regarding your concerns or ideas. Please limit your comments to three (3) minutes per person. Please note that no action(s) will be taken during public comment.*
- D. APPROVAL OF MINUTES – September 15, 2026
- E. APPROVAL OF VOUCHER – In the amount of \$298,902.00 for 5G Antenna Meters and 10 Years Prepaid Cellular Fees to Core and Main and \$42,203.00 for a 2026 Dodge Durango for the Police to Young Chrysler

AGENDA ITEMS

- 1. Annual Update on the Status of Hill AFB's Environmental Program with Mr. Lindsay Burt
- 2. Mayor, Council and Department Head Reports
- 3. Adjourn and Move into Work Session

WORK SESSION

- 1. Discuss Request for Vacating 175 West
- 2. 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.

Certificate of Posting and Notice

I, Nicole Supp, certify that I am the City Recorder of Sunset City, Utah and that the foregoing City Council Agenda was posted on September 29, 2026 at the following locations: the bulletin board at City Hall, on the Utah Public Meeting Notice Website at <http://www.utah.gov/pnw>, on the City website at <http://www.sunsetut.gov/>, emailed to local newspapers and delivered to each Council Member.

Nicole Supp, City Recorder

Minutes of a regular meeting held September 15, 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	Council Member
Hope Thompson	Council Member

City Employees Present:

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

Others Present:

Ryan Clifford	Vault Gym
Baylee Clifford	Vault Gym
Kurtis Clifford	Vault Gym
Braxton Kee	Bubble Bath Car Wash
Morgan Boyer	Bubble Bath Car Wash

The regular session was called to order at 6:31 p.m. by Mayor Wiggill.

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

Public Comments: There were none.

APPROVAL OF MINUTES: Council Member Smalling made a motion to approve the meeting minutes from August 18, 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.

PUBLIC HEARING – To Solicit Input from Sunset City Residents for the Ordinance 2026-05 Amending Sections 8-6-3, Storm Water Management and Permit, and 8-6-5, Violations and Enforcement, of Chapter 6, Storm Water Management, of Title 8, Health and Safety of the Sunset City Code, to Establish Explicit Regulatory Authority for Illicit Discharge Detection and Elimination and Storm Water Pollution Prevention Plans; to Authorize Electronic Oversight Inspections; to Codify Technical Low Impact Development Retention Calculations Standards and Infeasibility Procedures; to Codify an Escalating Enforcement Ladder; and to Ensure Compliance with the Utah MS4 General Permit (UTR090000).

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

Comments: There were none.

Council Member Hunter made a motion to move out of the 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. **Consider and Approve Ordinance 2026-05 An Ordinance Amending Sections 8-6-3, Storm Water Management and Permit and 8-6-5, Violations and Enforcement of Chapter 6, Storm Water Management of Title 8, Health and Safety of the Sunset City Code:** Director Monroe explained that approximately every five years, the State renewed its general construction permit requirements, which governed the City's obligations related to contractors, stormwater requirements, and stormwater audits. Director Monroe stated that the proposed ordinance contained updates required by the State to bring the City's codes and ordinances into compliance with current standards and noted that the process would likely occur again in approximately five years.

Council Member Hunter asked whether the changes would have any significant impact on the City. Director Monroe stated that the changes would primarily affect Public Works and City inspectors. He explained that the updated provisions gave the City greater enforcement authority when dealing with contractors who failed to properly maintain their Stormwater Pollution Prevention Plans (SWPPPs) and construction sites. Director Monroe stated that the City's previous enforcement authority had been limited and that the updated ordinance provided stronger enforcement tools. Residents were not expected to notice any significant changes, while contractors would be subject to greater oversight and enforcement.

Mayor Wiggill asked whether there were any additional questions or concerns and noted that no members of the public were present that evening to comment. Council Member Hunter asked whether any financial impact on others was anticipated. Director Monroe stated there was none.

Council Member Thompson made a motion to approve Ordinance 2026-05, and Council Member Smalling seconded the motion. The motion passed unanimously with a roll call vote with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

2. **Consider and Approve Recommendation from Planning Commission for Land Use Approval – The Vault Gym, Located at 2317 N. Main Street with Exceptions:** Mayor Wiggill introduced the next agenda item to consider and approve recommendations from the Planning Commission for land use approval for The Vault Gym, proposed at 2317 North Main Street, with exceptions. Mayor Wiggill invited Ryan and Bailey Clifford forward and asked Recorder Supp to introduce the item.

Recorder Supp explained that City staff had met with Ryan and Bailey Clifford several times regarding their proposal to locate The Vault Gym in the former Bingham Cyclery

building. She stated that because the use of the building was changing by more than 25 percent, the proposal required land use approval from the City Council. Recorder Supp reviewed the conditions recommended by the Planning Commission, which included application of the reduction in parking requirements due to public transit, an exception allowing the pre-existing freestanding post sign with the stipulation that any future signage changes comply with the form-based code, and an exception to the requirement for a Main Street-facing entrance door. Recorder Supp stated that the applicants had been very good to work with and invited them to explain their plans for the gym.

Mr. Clifford introduced himself and his wife, Bailey Clifford, and explained that they planned to open a gym in the former Bingham Cyclery building. Mr. Clifford stated that they had previously appeared before the Planning Commission and had worked through the issues associated with the change of use. He noted that the issues had also been discussed during previous meetings, including the pre-submission meeting. Mr. Clifford offered to answer questions regarding the proposed business, their plans moving forward, or any concerns the Council might have.

Council Member Thompson asked how significant the reduction in required parking would be. Mr. Clifford explained that under the form-based code, approximately 35 parking spaces would normally be required. With the available public transit reduction associated with the nearby bus stop, the requirement was reduced to approximately 30 spaces. Mr. Clifford stated that if they maximized the available parking on the property, they anticipated having approximately 31 or 32 spaces. He explained that when they initially appeared before the City, they were unaware of the public transit reduction and believed they would be required to provide approximately 35 spaces while only having room for approximately 31 or 32. After applying the transit reduction, they would meet the reduced requirement.

Council Member Thompson asked what the business would do if more people arrived at the same time than could be accommodated by the available parking. Mr. Clifford explained that the gym's business model was significantly different from that of a large-volume, big-box gym. The gym planned to cap its membership, which would help reduce overcrowding and parking demand. Mr. Clifford stated that if all parking spaces were occupied, street parking was available south of Smith's near the building. Based on market research involving similar gyms, they anticipated approximately 25 to 30 people during peak hours, which were expected to occur in the mid-morning and late afternoon. Mr. Clifford stated that the capped membership model and 24-hour operation would also help distribute attendance throughout the day. He noted that individuals working unusual schedules, including personnel from Hill Air Force Base, could use the facility during off-peak hours rather than everyone attending during traditional peak times.

Council Member Rigley stated that she was not opposed to the proposal and thought it was a good idea but expressed concern about consistency in applying the City's form-based code. Council Member Rigley noted the amount of work that had gone into developing the code and asked whether granting exceptions in this case could lead to frequent exceptions in the future. She noted that other developers had not been granted exceptions and wanted to ensure the City remained consistent and fair. Council Member

Rigley asked whether there were particular circumstances that justified the exceptions for this proposal.

Recorder Supp explained that the primary reason for the exceptions was that the project involved a pre-existing building rather than demolition of the existing structure and construction of a new building. Council Member Rigley stated that the explanation made sense and reiterated that the concern was primarily about maintaining consistency.

Council Member Rigley then asked how many people had already signed up for the gym. Mr. Clifford stated that the gym was not yet open and that the registrations were pre-signups. He reported that just over 200 people had already signed up. Mr. Clifford explained that they had not established an exact membership cap because they intended to open the facility, evaluate how the space functioned, monitor peak usage times, and use actual operational data to determine an appropriate membership limit. Mr. Clifford stated that there had been significant community support and excitement for the gym. He added that the opening had been delayed somewhat, which had disappointed some prospective members, but they understood the circumstances.

Mayor Wiggill commented that the mural previously located on the site had been enjoyable but understood its removal because the property would no longer operate as a bicycle shop. Mr. Clifford stated that they had discussed potentially creating a gym-related mural in the future.

Mayor Wiggill expressed excitement about the gym opening in the City and wished the Clifford's success. Mayor Wiggill also noted that the City's Police Department would be available to assist as appropriate because the gym would operate 24 hours a day.

Mr. Clifford raised an additional question regarding parking. He explained that the current site layout provided approximately 31 or 32 parking spaces. In the southeast corner of the property, there appeared to be an area that was City-owned property between the site's entrances. Mr. Clifford stated that they planned to seal coat the entire parking lot and intended to include the City-owned portion so the surface would appear uniform. He asked whether the City would object to allowing one or two parking spaces to extend into that area to provide additional parking. He noted that he had forgotten to ask about the possibility during their previous meeting.

Mayor Wiggill asked Director Monroe whether he was familiar with the portion of property being discussed. Director Monroe sought clarification regarding the location and whether the City physically owned the property. Recorder Supp and Mrs. Clifford assisted in identifying the area on the displayed map.

Council Member Carlson noted that the map showed a small portion of the property as belonging to the City.

Director Monroe stated that additional research would be necessary to determine whether the City physically owned the area or whether it was associated with the City's street right-of-way.

Mrs. Clifford explained that the parcel map appeared to show a box extending into the area, which led them to assume that it belonged to the City.

Director Monroe stated that he would research the matter further. He explained that, generally, cities did not allow private businesses to use City property in that manner.

Mayor Wiggill asked about allowing the applicants to seal coat the City-owned area for visual consistency. Director Monroe stated that he did not want to make a determination until confirming whether the City physically owned the property. He explained that the City had right-of-way associated with the street but was unaware that the City might own a separate portion of the property. Director Monroe noted that the City boundary in the area was unusual and that the City did not own the sidewalk extending straight through the area either.

Mr. Clifford reiterated that they planned to reseal the area regardless so there would not be an obvious visual difference between the surfaces.

Director Monroe stated that when the seal coating was completed, the City and the applicants could determine the square footage of any portion physically owned by the City. If the City owned the property, Director Monroe proposed that the City pay for its proportionate share of the seal coating so that neither party was providing a favor to the other and the arrangement remained transparent.

Mayor Wiggill proposed proceeding with approval of the land use request and exceptions that had been presented for consideration that evening. Mayor Wiggill directed Director Monroe to research the ownership of the additional area and the possibility of parking or seal coating on that portion of the property. Mayor Wiggill thanked the Cliffords for their presentation.

Council Member Smalling asked about the anticipated opening date for the gym. Mrs. Clifford explained that once the current land use approval process was completed, they could return to Tyler, the building inspector, to complete the building tenant improvement permit. Mrs. Clifford hoped the permit could be completed that week because the building inspector had been providing quick turnaround times. Once the permit was issued, they would complete the remaining required improvements. Mrs. Clifford stated that they hoped to open within approximately one month, around the middle to end of October.

Mayor Wiggill wished the Clifford's success with the project and asked whether the Council had any additional questions. Hearing none, Mayor Wiggill requested a motion to approve the recommendation with exceptions from the Planning Commission.

Council Member Carlson made a motion to approve Land Use for the Vault Gym, and Council Member Thompson seconded the motion. The motion passed unanimously with Council Members Carlson, Hunter, Rigley, Smalling and Thompson voting yes.

3. **Consider and Approve Recommendation from Planning Commission for a Conditional Use Permit – Bubble Bath Car Wash – Located at 1689 – 1691 N. Main Street:** Mayor Wiggill introduced the next agenda item to consider and approve recommendations from the Planning Commission for a conditional use permit for Bubble Bath Car Wash, proposed near 1689/1691 North Main Street, and invited Braxton Kee and Morgan Boyer forward to present the proposal.

Mr. Kee introduced himself and introduced Morgan Boyer. Mr. Kee stated that he worked for QuikTrip and Bubble Bath and that he was present to present the conditional use permit application for the proposed car wash.

Mr. Kee explained that he had prepared a presentation. He stated that they were part of the project team for the site. Mr. Kee identified Craig Romerel as the real estate manager responsible for acquisition on the QuikTrip side of the project. He also identified Chris Bick and Morgan Boyer as professional engineers with Kimley-Horn. Mr. Kee explained that QuikTrip also owned Bubble Bath, which the company had purchased several years earlier from San Antonio, Texas.

Mr. Kee explained that Bubble Bath had a strong environmental commitment and stated that the company's approach to sustainability and community stewardship was one of the reasons QuikTrip had acquired the business. Mr. Kee stated that the company worked to minimize environmental impacts through water reclamation systems. He explained that their reclamation systems reclaimed approximately 57 to 87 percent of the water that was reclaimable. He noted that approximately 70 percent of all water used in a car wash could potentially be reclaimed, while approximately 30 percent became waste due to oil, grime, and other contaminants that could not be effectively filtered. Mr. Kee stated that their system filtered down to approximately five microns but that some materials could not be reclaimed. He also explained that approximately 5 to 15 percent of the water could leave the system on vehicles and therefore could not be reclaimed.

Mr. Kee stated that Bubble Bath certified that its chemicals were biodegradable and attempted to partner with manufacturers offering highly environmentally friendly products. He explained that the company sought to ensure its products were biodegradable and environmentally safe so that anything leaving the closed-circuit car wash system would not negatively affect the surrounding community or drinking water.

Mr. Kee discussed Bubble Bath's commitment to the communities in which it operated. He explained that the presentation referenced San Antonio because Bubble Bath's existing operating locations were currently located there, but the company hoped to expand that commitment into each new community where facilities were opened. Mr. Kee stated that Bubble Bath intended to use its car wash services as a vehicle for positive change and actively collaborate with community initiatives and organizations.

Mr. Kee stated that QuikTrip, as a whole, contributed approximately five percent of its profits to local communities each year through charitable giving, outreach, United Way, and other organizations seeking assistance. He stated that the company intended to continue increasing those contributions as additional locations opened.

Mr. Kee reviewed the proposed site layout. He explained that the car wash would be oriented east-west, with access from Main Street. Vehicles would circulate around to pay terminals positioned parallel to Main Street before looping into the car wash. A bailout lane would be provided before the car wash entrance to allow vehicles to exit the line in an emergency or if a customer changed their mind. Vacuum stalls would be located in the

center of the site, and Bubble Bath would have its own separate trash enclosure. The QuikTrip facility would be located to the north as vehicles circulated through the site.

Mr. Kee presented an elevation of the proposed Bubble Bath building and explained that the design was consistent with the company's standard facility design. He stated that the applicants were open to feedback regarding the appearance.

Mr. Kee reviewed the proposed building materials. He stated that the red roof would be the primary bright color and was part of the company's branding and marketing. The building would also incorporate stacked stone and various other materials shared with the neighboring QuikTrip development. Mr. Kee concluded the presentation and invited questions or concerns from the Council.

Mayor Wiggill thanked Mr. Kee for the presentation and asked whether the Council had any questions.

Council Member Carlson stated that he had attended the Planning Commission meeting the previous Thursday when the Bubble Bath proposal was discussed. He stated that he was impressed with the businesses and encouraged approval of the proposal. Council Member Carlson believed the development would be beneficial to the community and commented that the company's five-percent community giving commitment was significant. Council Member Carlson thanked the applicants for choosing Sunset City.

Mayor Wiggill asked whether there were any additional questions or concerns regarding the Bubble Bath Car Wash proposal.

Council Member Hunter asked for clarification regarding QuikTrip's five-percent local community giveback program and how "local" the funding would be.

Mr. Kee explained that the funding would be allocated within the Utah division. Community organizations seeking assistance through a grant, donation, sponsorship, or similar request could complete a form on the company's website and provide the required information, including a W-9 and ACH information. Requests would then be considered based on the amount allocated to the Utah division for that year. Mr. Kee clarified that Utah would not receive five percent of the entire company's profits but would receive the applicable percentage generated within Utah.

Council Member Hunter asked whether the funding could be distributed anywhere within Utah. Mr. Kee clarified that the funding was generally available within communities where the company operated a store. At that time, Marriott-Slaterville was the only operating location in Utah and therefore was the only community eligible to utilize the program.

Council Member Hunter asked whether, once the Sunset location opened, the funding would be directed within Sunset City limits. Mr. Kee confirmed that once the Sunset location opened, the funding would be available within Sunset City. Mr. Kee added that

the company could potentially consider a neighboring community with a significant need if providing assistance there would also benefit Sunset. Mr. Kee also described the company's "Q Curriculum," a mathematics curriculum provided free of charge to fourth-grade classes within communities where QuikTrip operated. Schools could order the curriculum through the company's website at no cost.

Council Member Smalling asked whether the free curriculum would also be available to families who homeschooled their children. Mr. Kee stated that he was not certain whether homeschool families qualified but offered to research the matter once the Sunset location was open and operating.

Mayor Wiggill asked whether there were any additional questions.

Council Member Smalling stated that she had an additional question for Director Monroe. Council Member Smalling referenced the Council's recent discussion regarding water and stormwater and asked whether the proposed car wash was compatible with the City's water situation and requirements.

Director Monroe stated that he had reviewed the applicable water numbers and the City's current position. He explained that even during a drought year, if the City's State water allocation were reduced from approximately 1,400 to 1,203, the City would still remain well below its allocation. Director Monroe stated that the proposed car wash was not expected to have a significant enough impact for the City to notice.

Mayor Wiggill asked whether there were any additional questions.

Council Member Carlson commented that water used at the commercial car wash would be contained and managed through the facility rather than flowing down the gutter as could occur when washing a vehicle at home. Mr. Kee added that washing a vehicle at home using the two-bucket method used approximately 150 gallons of water on average. By comparison, the proposed car wash would use approximately 19 to 36 gallons per wash. Mr. Kee stated that this represented nearly a 90-percent reduction or more in water usage.

Mayor Wiggill asked whether Ms. Boyer had anything to share and then asked whether there were any further questions or concerns. There were none. Mayor Wiggill thanked the applicants for their presentation and requested a motion regarding the Planning Commission's recommendation.

Council Member Carlson made a motion to approve the Conditional Use Permit for Bubble Bath Car Wash, and Council Member Rigley seconded the motion. The motion passed with Council Members Carlson, Hunter, Rigley, Smalling voting yes and Council Member Thompson voting no.

4. **Mayor, Council and Department Head Reports:** Director Monroe reported that Public Works would continue grinding sidewalks during the week and completing work on

problem areas in the roads. The department intended to complete as much asphalt work as possible before winter weather prevented additional paving. Director Monroe also provided an update regarding the department's foreman structure and stated that it was working exceptionally well. He noted that he had recently taken a trip and had not received any calls from department employees, which demonstrated that the new structure was reducing the burden on the director.

Council Member Smalling stated that she and her husband had recently been at the City and had seen workers near the Sunset Room bridge with concrete and other equipment and had assumed work on the bridge was beginning. Director Monroe stated that he still had not received the plans for the Sunset Room bridge project so they must have been doing something else. Council Member Smalling clarified that the workers may simply have been cleaning the area and acknowledged that there may have been some miscommunication.

Director Monroe explained that Public Works staff had completed a wall pour themselves because they were unable to coordinate the necessary construction access through the Police Department area. Staff had also been able to perform some demolition work in the area.

Council Member Hunter thanked Director Monroe for having crossing lines painted at 2300 North. Director Monroe stated that Public Works was happy to complete the work. He explained that staff had not initially considered the impact of Fremont's closure and the resulting change in student pedestrian traffic because children had not historically crossed at that location. Director Monroe thanked Council Member Hunter for bringing the issue to his attention.

Mayor Wiggill asked for clarification regarding the crossing issue. Council Member Hunter explained that there had been no crossing lines at approximately 2300 North and 250 West. She had spoken with the crossing guard, who expressed frustration because motorists were becoming upset while the crossing guard attempted to help children cross the street. Council Member Hunter had also observed students crossing in different areas because the intended pedestrian path was unclear. After the issue was brought to Director Monroe's attention, Public Works responded promptly and painted the lines the following day. Council Member Hunter stated that the new markings looked good and made the designated crossing path much clearer for students.

Mayor Wiggill asked whether flashing lights were also planned for the crossing. Director Monroe confirmed that the City was working on that improvement. Mayor Wiggill stated that the City had flashing signs that had been removed from another area and that he and Director Monroe had discussed installing those signs at the crossing to provide additional warning to motorists. Director Monroe stated that staff had attempted to assemble the signs but encountered an issue with a needed part.

Chief Jamison reported that the Police Department had conducted several interviews over the previous couple of weeks in an effort to return to full staffing. Chief Jamison stated

that there had been considerable interest in the available positions, including applicants who were just completing the police academy and several applicants with approximately 14 to 15 years of law enforcement experience. Chief Jamison considered the experienced applicants a positive development and stated that the department would spend the next week to week and a half conducting background investigations.

Chief Jamison stated that the department hoped to be fully staffed by mid-December. The department planned to hire at least one individual directly from the academy to maintain a balanced hiring process. Five candidates were currently undergoing background investigations, and two additional experienced applicants had submitted applications during the previous two days. Those applicants would also be given the opportunity to interview.

Chief Jamison reported that the department had recently applied for numerous grants and had been successful in receiving several awards. He stated that he intended to continue pursuing grant opportunities. The department had received grant funding to purchase new firearms for the entire department. Although the department's existing firearms were only approximately five years old, Chief Jamison stated that replacing them through grant funding would allow the City to upgrade the equipment without bearing the full cost.

Chief Jamison also reported that the department had obtained grant funding for four in-car camera systems through two separate grants, representing approximately \$35,000 in equipment.

Chief Jamison stated that the department had also received an ICAC grant to allow officers to participate in the Internet Crimes Against Children Task Force. Three members of the department were participating and were attending training that week. He explained that officers involved with the task force participated in investigations targeting individuals committing internet crimes against children as part of a larger Utah team. He explained that one Sunset officer served specifically as a drone operator for the task force. During planned operations or stings, the officer could deploy the drone approximately an hour to an hour and a half in advance to monitor activity and observe individuals entering and leaving the area.

Chief Jamison also reported that the Police Department had been disrupted during the previous week while new carpet was installed. He thanked the Council for approving the improvement and stated that the work had been completed that day and staff had begun putting the department back in order.

Council Member Thompson asked whether the Sunset officers participating in the ICAC Task Force would remain in the City's department or report to another facility. Chief Jamison explained that the work would primarily be handled in-house. Participating officers were required to devote a certain amount of time to task force activities. If an investigation originated through the task force, officers could investigate the matter through the Sunset Police Department. The department could also initiate its own proactive investigations.

Chief Jamison reported that officers had recently attended training in the South Salt Lake area, where they participated in online chats as part of the ICAC training. The operation resulted in eight arrests that evening. He stated that it was concerning how many offenders were encountered but expressed appreciation that Sunset officers were willing to participate in the work.

Chief Jamison explained that funding had originally been anticipated to cover a certain amount of overtime associated with the task force, but the overtime funding had not been provided. Once the Police Department was fully staffed, the department intended to schedule specific days for participating officers to conduct task force work while ensuring regular City staffing needs remained covered.

Mayor Wiggill asked whether there were any additional questions and thanked Chief Jamison for the effort put into securing grants. Mayor Wiggill noted that City budgets were tight and expressed appreciation for the department's efforts to obtain outside funding.

Council Member Hunter reported that she had nothing to report.

Council Member Rigley reported on a recent Wasatch Integrated Waste Management board meeting. She discussed CHaRM, which stood for Collection of Hard to Recycle Materials and was associated with the Utah Recycling Alliance. CHaRM coordinated recycling events for cities and handled much of the event logistics and advertising. Council Member Rigley explained that the events allowed residents and others to recycle difficult-to-recycle items such as mattresses, bicycles, tires, electronic waste, skis, snowboards, and similar materials. CHaRM had limited availability for municipal events but encouraged interested cities to contact the organization.

Council Member Rigley stated that one of the upcoming available dates conflicted with Sunset City's Candy Crawl and therefore would not work for the City. Council Member Rigley had emailed the Council the meeting packet containing additional information and the CHaRM presentation. The introductory cost for a City's first CHaRM event was approximately \$2,500, while subsequent events were approximately \$4,500 each. CHaRM would manage the event. She suggested that the program could be considered in the future, particularly during warmer weather.

Council Member Smalling asked whether CHaRM events hosted by other cities were limited to residents of the host city. Council Member Rigley explained that the events were not limited to residents and were generally advertised regionally, allowing individuals from surrounding areas to participate. She reiterated that the full presentation had been emailed to the Council.

Council Member Rigley also reported that Layton City was developing a dog park on a portion of land associated with Wasatch Integrated Waste Management and commented that the proposed dog park appeared to be a nice project.

Council Member Hunter asked whether the decision to collect recycling every other week rather than weekly was made by Sunset City or Wasatch Integrated Waste Management and asked whether weekly recycling collection could potentially be considered. Council Member Carlson stated that the idea had been that, as recycling participation increased in the future, the City could potentially consider changing the collection frequency. Council Member Rigley stated that several residents had recently mentioned the issue.

Council Member Rigley also reported that there could be a future discussion regarding a SWIFER grant that would allow the City to obtain additional green-waste containers at little or no cost to residents.

Mayor Wiggill commented that at a previous meeting, participants had indicated that once they began recycling regularly, some found that they needed two blue recycling containers but only one black garbage container. Council Member Rigley suggested that the City could investigate whether additional blue recycling containers could be made available.

Recorder Supp clarified that an additional container would result in an additional cost. Council Member Hunter acknowledged the information and thanked staff.

Council Member Smalling reported on the Mosquito Abatement Board and stated that there had been 31 cases of West Nile virus reported in Utah, with an additional 10 cases pending verification. The pending cases were not located in Davis County, and cases had been scattered throughout the state. Council Member Smalling believed there had been one case in Clearfield. She reported that the West Nile virus infection rate that year was somewhat higher than normal and that positive mosquito pools had been identified earlier than usual. Mosquito Abatement officials were beginning to research possible reasons for the increase and were considering whether dry and mild winters could be contributing factors.

Council Member Smalling explained that female mosquitoes were responsible for biting and transmitting the disease and could survive through winter conditions, particularly during milder winters. This could allow them to live and remain active longer and potentially contribute to disease transmission. Council Member Smalling stated that the year had also represented one of the earliest occurrences of West Nile virus observed in Utah and described it as an unusual year.

Council Member Smalling explained that West Nile virus symptoms could resemble influenza or other common illnesses, which could make the disease difficult to recognize. Some individuals, particularly older adults or those with existing health concerns, could become significantly ill. She noted that healthcare providers might not automatically test for West Nile virus when a patient presented with common symptoms. Individuals who were ill and knew they had been exposed to mosquitoes or had recently received mosquito bites could discuss West Nile virus testing with their healthcare provider.

Council Member Smalling expressed hope for a colder, snowier winter that could help reduce mosquito populations.

Council Member Smalling also reported that favorable weather had helped construction of Mosquito Abatement's new facilities progress approximately one week ahead of schedule. The project remained on budget despite having to fit the improvements into a relatively small area. Equipment had experienced no major issues during the year, although one drone had crashed. The organization would also need to identify a new drone pilot.

Council Member Carlson asked whether Mosquito Abatement had only one drone. Council Member Smalling clarified that the organization had more than one drone but that the larger drone required an appropriately qualified pilot. She stated that the drone was expected to be present at Sunset City's Candy Crawl event. Recorder Supp stated that participation had not yet been confirmed and that she had requested confirmation. Council Member Smalling stated that she would follow up regarding participation and noted that Mosquito Abatement had enjoyed participating in the event the previous year.

Council Member Smalling then provided an update regarding planning for the City's Veterans Program in November. She explained that the program would continue to incorporate the America 250 theme. Rather than focusing on one particular military era, as had traditionally been done, the program would honor veterans from all eras. Council Member Smalling stated that the theme for the program would be "250 Years of Service, Sacrifice, and Freedom."

Council Member Smalling reported that she had contacted the military academy to request participation by its color guard again. In keeping with the goal of honoring the City's past, present, and future, Council Member Smalling had also invited the cadets participating in the color guard to remain for the program and join attendees for hot dogs afterward. Council Member Smalling noted that serving hot dogs had been popular when the City had done so two years earlier and that she would return by popular demand. Council Member Smalling stated that additional ideas were still being considered for the program and invited anyone interested to volunteer to provide a prayer or inspirational thought.

Council Member Smalling noted that the number of veterans participating within the City had declined and discussed differences she had observed between older and younger veterans in how openly they discussed and celebrated their military service. Council Member Smalling stated that older veterans often enjoyed gathering and sharing stories, while younger veterans appeared to be more reserved about their experiences. Council Member Smalling emphasized the importance of ensuring that veterans of all generations were honored during the program.

Council Member Smalling stated that the Veterans Program was scheduled for Saturday, November 14th, at noon. Council Member Smalling concluded the report by noting that the North Davis Fire Board would meet that Thursday.

Council Member Thompson thanked Director Monroe and Public Works staff for installing the requested signs for the Emergency Preparedness Fair. She noted that the sign at Central Park had fallen down again and was unsure whether people were knocking it over or whether it simply would not remain standing. Council Member Thompson expressed appreciation for how quickly Public Works had responded to the request.

Council Member Thompson provided an update regarding the upcoming Emergency Preparedness Fair. The next planning meeting was scheduled for September 18, and the fair was scheduled for September 26. She stated that yard signs advertising the event were available downstairs at City Hall and encouraged Council Members and others willing to display a sign to take one. Because the event was for Davis County, signs could also be displayed outside Sunset City.

Council Member Rigley asked whether the event would be held in Farmington. Council Member Thompson confirmed that it would be held in Farmington and reiterated that anyone willing to display a sign was welcome to take one. She stated that she had previously been asked what the Sunset Police Department would bring to the event and had indicated that an officer and police vehicle would presumably attend. Council Member Thompson also noted that Public Works had been listed as bringing stormwater information and a trailer with a possible demonstration. Director Monroe clarified that Public Works did not have a stormwater trailer. He explained that the City borrowed the trailer from the State for Fun Days.

Council Member Thompson then discussed the significant need for volunteers at the Emergency Preparedness Fair. Approximately 200 volunteers were estimated to be needed, while only six had signed up at that point. Volunteers were needed beginning around 8:00 a.m. through approximately 6:00 p.m. for cleanup, although individuals could volunteer for whatever amount of time, they were available. Council Member Thompson encouraged anyone interested to participate and emphasized that volunteers were greatly needed.

Council Member Thompson also discussed the upcoming UTA Experience and encouraged Council Members to attend if available. Council Member Rigley commented that participants would have an opportunity to drive a bus. Council Member Thompson confirmed that driving a bus was one of the activities. Participants would also have an opportunity to meet the transit police canines and participate in hands-on activities involving UTA's drones. Council Member Thompson stated that the event was interesting and expressed the personal belief that strong participation from cities could potentially help demonstrate support for future transit improvements, including improvements to bus stops.

Council Member Thompson reported that the MIDA Falcon Hill Development Review Committee meeting was scheduled for October 13 and stated that anyone interested was welcome to attend. She also reported that the RAB meeting was scheduled for October 29.

Council Member Thompson provided an update regarding emergency preparedness efforts and stated that she had been taking a course addressing programs, grants, and related emergency preparedness topics. One recommendation from the course was to establish a high-risk registry for elderly, disabled, or energy-dependent residents who might require priority assistance during an emergency, including individuals dependent on breathing machines or other essential medical equipment.

Council Member Thompson stated that, based on the limited information received from previous individuals involved with emergency preparedness, it did not appear that Sunset City currently maintained such a registry. Beginning in November, Council Member Thompson wanted to explore ways for residents to voluntarily register so that, in the event of a disaster, emergency personnel could identify individuals who might require assistance first. Council Member Hunter stated that participation in such a registry would need to be based on self-disclosure. Council Member Thompson agreed and explained that one suggestion from the training was to canvass the City to identify interested residents. She stated that she could not canvass the entire City alone and would need assistance or other ideas for reaching residents. The training had also recommended creating an inventory of available stockpiles, communication systems, maps, evacuation information, and other emergency preparedness resources. Council Member Thompson stated that she also needed to contact Fire Chief Becraft regarding the proposed shared emergency preparedness guide and whether that project would move forward.

Council Member Carlson congratulated The Vault Gym and QuikTrip/Bubble Bath Car Wash and expressed excitement about new businesses coming into the City. Council Member Carlson reported that the Fire Board meeting had been canceled and therefore there was little to report from the board. However, the new ladder truck was expected to arrive soon and Council Member Carlson asked whether an anticipated delivery date was known. Mayor Wiggill stated that there was not an exact delivery date but that the ladder truck was anticipated to arrive around the middle or end of October.

Council Member Carlson referenced the fire service tradition of physically pushing a new fire truck into the fire station upon its arrival. Council Member Carlson also encouraged everyone to attend the upcoming fire department open houses. An open house at Station 42 was scheduled for September 28, and an open house at Station 41 was scheduled for September 30. Both events were scheduled from 5:30 p.m. to 7:30 p.m.

Recorder Supp reported that the City's annual audit was expected to begin near the end of the week and that staff would be very busy with the process. Recorder Supp expressed optimism that the audit would proceed more quickly than in previous years because staff would not need to spend as much time explaining City processes and procedures to the new auditor. She noted that the auditor had already begun requesting that documents be uploaded.

Recorder Supp also reported that the City's newsletter would be distributed in October and asked Council Members to send any items they wanted included to Deputy Recorder Markel. Council Member Hunter stated that the deadline was September 24.

Mayor Wiggill provided a report and first discussed the Fire Districts new ladder truck. Mayor Wiggill stated that he was excited to receive the new truck, which had been budgeted for over a number of years and was already paid for. The plan was to place the new ladder truck into service at the station and relocate the existing ladder truck to the other station to serve as a backup.

Mayor Wiggill encouraged everyone to visit the lower level of City Hall to see the new carpet being installed. He expressed excitement about the improvements being made to the building and noted that little had been upgraded since the facility was originally constructed. Mayor Wiggill thanked the Council for supporting the improvements and the installation of new carpet throughout the facility.

Mayor Wiggill described the condition of the old carpet during removal, noting that much of it was no longer securely glued down and that significant dust had accumulated underneath portions of it. He stated that installation upstairs was expected to begin Thursday, including work in the Council Chambers, and expressed enthusiasm about continuing the improvements throughout the building.

Mayor Wiggill reported that the City's "250 Acts of Kindness" initiative was continuing. The City had distributed information encouraging residents to nominate individuals in the community who had performed acts of kindness. A large thermometer display downstairs at City Hall was being used to track the acts of kindness, and prizes were being awarded to selected individuals. Mayor Wiggill stated that additional nominations had recently been received and expressed excitement about continuing the initiative through the remainder of the year. Residents who witnessed an act of kindness were encouraged to submit a nomination online.

Mayor Wiggill provided an update regarding the Agent Orange Memorial located in Veterans Park directly behind City Hall. Another stone had recently been added to the front of the memorial, and he stated that the project was progressing very well. Channel 13 had featured the memorial on the news that Monday. Additional components were still planned, and the individual overseeing the project had established a goal of completing the memorial by Veterans Day, November 11. Mayor Wiggill encouraged residents who had not recently visited Veterans Park to walk through the area. He noted that it was a beautiful park with a bowery and other amenities available for public use and that the new Agent Orange Memorial would provide another feature within the park.

Mayor Wiggill reminded everyone about the City's upcoming Candy Crawl, Sunset City's version of a Trunk-or-Treat event held at the City building. He stated that the event received tremendous participation the previous year, which had been its first official year, and staff had not been prepared for the number of people who attended. Council Member Rigley commented that significantly more candy would be needed for the upcoming event. Mayor Wiggill agreed that more candy and additional supplies would be needed to make the event as successful as the previous year. Mayor Wiggill thanked City staff and

everyone who had participated in making the prior event successful and encouraged new businesses in the community to participate in the upcoming Candy Crawl.

Mayor Wiggill then provided an update regarding North Davis Fire District activity within Sunset City. During August, the Fire District responded to 38 calls in the City, including 21 medical calls, one hazardous-materials call, and three fire calls. Mayor Wiggill noted that the Fire District remained very active within the community and that the number of medical calls averaged approximately one response per day. Mayor Wiggill expressed appreciation for the Fire District and the service its personnel provided to Sunset residents.

Mayor Wiggill shared that a member of his family had recently passed away and stated that the Fire District personnel who responded had been extremely professional. Mayor Wiggill expressed appreciation for their assistance and for those that had sent him condolences.

Mayor Wiggill then provided an update regarding the new emergency preparedness manager position. Interviews had previously been conducted, and the selected emergency preparedness manager would be stationed at Station 41 and would serve as the operational manager for all three participating communities. One additional interview was scheduled for the following morning at 9:00 a.m. He explained that once the emergency preparedness manager was selected, that individual would be responsible for contacting each community's emergency preparedness representatives and beginning to establish programs and coordinate emergency preparedness efforts and ideas for the participating cities. Mayor Wiggill anticipated that the selection process would take approximately one week following the final interview.

Mayor Wiggill asked whether there were any additional questions or concerns and concluded the report.

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

The Regular meeting adjourned at 7:34 p.m.

Approved – October 6, 2026

Scott Wiggill, Mayor

Nicole Supp, Recorder

SUNSET CITY CORPORATION

VOUCHER APPROVAL FOR INVOICES OVER \$15,000.00

Date: September 15, 2026 – October 6, 2026

DATE	VENDOR	DESCRIPTION	DEPARTMENT	AMOUNT
9/17/26	Core & Main	5G antenna, meters base 10 yrs prepaid cellular	Public Works	\$298,902.00
9/24/26	Young Chrysler	2026 Dodge Durango	Police	\$42,203.00
		Total		\$341,105.00

Mayor

Council Members

City Recorder

City Treasurer

Date

PURCHASE ORDER

14000

VENDOR INFORMATION

NAME	Young Chrysler Jeep Dodge	DATE	9/24/26
ADD.	547 W Desert Drive	DEPARTMENT	Power.
C/S/Z	Kingsme. UT 84037	DIVISION	
NO.		REQ DATE	

GLACCT. NO.	%	AMOUNT	GLACCT. NO.	%	AMOUNT
10-54-790	100%	42,203.00			

[illegible]

DEPARTMENT HEAD
COURT SUPERVISOR APPROVAL

MAYOR

WHITE/ORIGINATING DEPARTMENT

YELLOW/ACCOUNTS PAYABLE



Young Chrysler Jeep Dodge Ram of Layton

1234 Main Street
Layton, UT 84041
Phone (801) 544-5800



Invoice: 19S3992
Date 9/24/2026

Description	Price	Quantity	Total
PO# VIN# 1C4RDJFG7TC312762 Stock# 19S3992 Year/Make 2026 DODGE Model DURANGO Color WHITE KNUCKLE Body PURSUIT AWD	\$ 42,203.00	1	\$ 42,203.00
PLEASE REMIT PAYMENT TO: YOUNG CHRYSLER JEEP DODGE RAM OF LAYTON C/O FLEET OPERATIONS 547 S DESERET DRIVE KAYSVILLE, UT 84037			
TOTAL			\$ 42,203.00

CUSTOMER
COPIES WITH
MSO

CUSTOMER:

SUNSET CITY COPP
200 WEST 1300 NORTH
CLEARFIED, UT 84015

SUNSET CITY CORPORATION
200 WEST 1300 NORTH
SUNSET, UTAH 84015

PURCHASE ORDER

14893

VENDOR INFORMATION

NAME Core + Mann
ADD. PO Box 28330
C/S/Z St Louis MO 63146
NO. _____

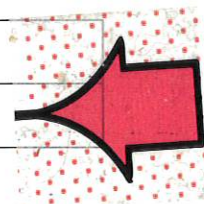
DATE Sep 17 2020
DEPARTMENT _____
DIVISION _____
REQ DATE _____

GLACCT. NO.	%	AMOUNT	GLACCT. NO.	%	AMOUNT

DESCRIPTION	QTY.	PRICE PER UNIT	TOTAL
56 Meter antennas			298,902.00
10 yr prepaid Cellular			
TOTAL			298,902.00

DEPARTMENT HEAD
COURT SUPERVISOR APPROVAL

MAYOR



SIGN
HERE

WHITE/ORIGINATING DEPARTMENT YELLOW/ACCOUNTS PAYABLE



INVOICE

Invoice # Z441549
Invoice Date 9/08/26
Account # 036675
Sales Rep ROGER RODRIGUEZ
Phone # 801-621-6668
Branch # 032 Ogden, UT
Total Amount Due \$298,902.00

1830 Craig Park Court
St. Louis, MO 63146

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

704 1 MB 0.707 E0203X I0286 D15357426222 S2 P11120094 0001:0001



SUNSET CITY
200 W 1300 N
SUNSET UT 84015-2944

Shipped to:
200 WEST 1300 NORTH
SUNSET, UT

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
7/23/26	9/04/26	SEE BELOW				CORE & MAIN LP	Z441549

Product Code	Description	Quantity			Price	UM	Extended Price
		Ordered	Shipped	B/O			
CUSTOMER PO#- EOFY CELLULAR PROMO							
43S112B00A11A105A	MM 5/8X3/4 SONATA POLY BODY USG W/ 5' NICOR S112-B00-A11-A1-05A BID SEQ# 10	775	775		155.00000	EA	120,125.00
4419918127	ALLEGRO CELLULAR PIT ANT W/ 2' NICOR CAT-M 199-181-27 BID SEQ# 20	775	775		155.00000	EA	120,125.00
/45518763735	10 YEARS PREPAID CELLULAR DATA FEES BID SEQ# 30	775	775		60.00000	EA	46,500.00
96TARIFF	TARIFF SURCHARGE BID SEQ# 50	775	775		15.68000	EA	12,152.00

**Online
ADVANTAGE™**

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit coreandmain.com/identifying-fraud.

Freight	Delivery	Handling	Restock	Misc.	Subtotal:	298,902.00
					Other:	0.00
					Tax:	0.00
					Invoice Total:	\$298,902.00

Terms: NET 30
Ordered By: JASON

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted.
To review these terms and conditions, please visit: <https://coreandmain.com/terms-of-sale/>.

OGDEN UT
Branch - 032
2457 S 1820 West
Ogden UT 84401 0000
PHONE # 801 621 6668



036675 09/03/2026 10:02 AM PAGE 1

PICK TICKET Z441549

PROMISED: 9/04/26
FILED BY: *EL*
CHECKED BY: *Vicki*
REVIEWED BY:
ENTERED BY: AUSTIN JOHNSON - 032

032	7/23/26	9-3-76	SEE BELOW	SUNSET CITY STOCK OGDEN 200 W 1300 N SUNSET UT 84015-2944		SUNSET CITY 200 WEST 1300 NORTH SUNSET UT 84015 0000		SPECIAL INSTRUCTIONS/COMMENTS: BID # 5067878 BID NM: SUNSET 25/26 METERS	
CUS PH #	801 825 1628								

BRANCH NO.	DATE ORDERED	DATE SHIPPED	PURCHASE ORDER NO.	JOB NAME	JOB NUMBER	DELIVERY METHOD				BILL OF LADING NO.	SHIPPED VIA	SALESMAN
032	7/23/26	9-3-76	SEE BELOW			OUR TRUCK	CUSTOMER PICK UP	DIRECT	SHIPPED			
BIN LOCATION												
PRODUCT CODE												
DESCRIPTION												
QTY ORDERED												
QTY SHIPPED												
BACK ORDERED												
UNIT PRICE												
CORE & MAIN LP												
PER												
AMOUNT												
N32												
CUSTOMER PO # -												
EOPY CELLULAR PROMO												
ORDERED BY: JASON												
HAZARDOUS MATERIAL *****												
WCO 03 03	43S112B00A11A105A	MM 5/8X3/4 SONATA	POLY BODY	775	775							

S112-B00-A11-A1-05A												

BID SEQ# 00010												
HAZARDOUS MATERIAL *****												
WCO 02 02	4419918127	ALLEGRO CELLULAR PIT ANT W/ 2' NICOR CAT-M		775	775							

199-181-27												

BID SEQ# 00020												
10 YEARS PREPAID CELLULAR DATA FEES												
BID SEQ# 00030												
TARIFF SURCHARGE												
BID SEQ# 00050												
TOTAL WEIGHT: .00												
END OF ORDER												
MISCELLANEOUS												
TOTAL SALE												
298,902.00												
MERCHANDISE SUBTOTAL												
TAX												
7.250												
TAX AMOUNT												
.00												
FREIGHT												
.00												
DELIVERY												
.00												
HANDLING												
.00												
RESTOCKING												
.00												
MISCELLANEOUS												
.00												
TOTAL SALE												
298,902.00												

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit <https://coreandmain.com/terms-of-sale/>.



Z441549036675

RECEIVED BY
SIGNATURE:
PRINT NAME
HERE:

MEMORANDUM

TO: Mayor Wiggill and Members of the Sunset City Council

FROM: Nicole Supp, City Recorder

DATE: September 28, 2026

RE: 175 West Right-of-Way – Church Property Request

PURPOSE

The purpose of this memorandum is to provide the Mayor and City Council with information regarding the Church's request involving 175 West and to summarize the options available to the City based on guidance received from City Attorney Dalton Smuin.

BACKGROUND

The Church owns the parcels located on both sides of 175 West and has expressed interest in combining the parcels and converting the existing roadway area into additional parking.

At this time, there does not appear to be a recorded easement or maintenance agreement associated with the roadway. However, the City has historically maintained 175 West based on an informal agreement with the Church that was established many years ago.

City Attorney Dalton Smuin was consulted regarding the request and identified two primary options available to the City.

OPTION 1 – VACATE THE PUBLIC RIGHT-OF-WAY

If the City Council is open to vacating 175 West, either the City or the Church may initiate the process by submitting a petition to vacate the public right-of-way. See Memorandum from Dalton RE: Road Vacation for the process of how that would work.

Once a petition is received, the City would be required to complete the applicable notice and public hearing process.

Following the required process, the City Council could approve the vacation if it determines that:

- Good cause exists for the vacation;
- The public interest and other persons would not be materially injured by the vacation; and
- There are no affected public utility easements that would prevent the vacation.

If approved, the City Council would adopt an ordinance formally vacating the public right-of-way, and the appropriate documents would then be recorded with Davis County.

Vacating the right-of-way would allow the Church to move forward with incorporating the area into its property and proposed parking plans, subject to any other applicable City requirements.

OPTION 2 – RETAIN 175 WEST AS A PUBLIC ROADWAY

If the City Council wishes to retain 175 West as a public roadway, the City would not initiate a petition to vacate the right-of-way.

The City cannot prevent the Church from submitting its own petition requesting that the roadway be vacated. If the Church submits a petition, the City would complete the required notice and public hearing process, and the City Council would make the final determination.

If the Council determines that the roadway should remain public, it could deny the petition based on findings that good cause for the vacation has not been established and/or that vacating the roadway would materially injure the public interest or other persons.

COUNCIL DIRECTION

The primary question for the City Council is whether it wishes to consider relinquishing the public right-of-way and allowing the Church to incorporate the 175 West area into its property and parking plans, or whether the Council wishes for 175 West to remain a public roadway.

Council direction on this question will determine whether the City should initiate the vacation process or leave any request to vacate the right-of-way to be initiated by the Church.



W. SCOTT BARRETT, 1925-2009

LEGAL MEMORANDUM

TO: Nicole Supp, Sunset City Recorder

FROM: Dalton Smuin

DATE: October 9, 2025

RE: Road Vacation

There are two methods a city can use to vacate a road or right of way that has been dedicated for public use. The first is amending the plat, and the other is through a petition to vacate. Sunset City (the "City") has requested information on a petition to vacate a public road.

Utah Code Ann. § 10-9a-609.5 allows any party, including a municipality itself, to petition to the city to vacate a public road within the municipality's limits. The petition must include:

1. The name and address of all owners of record adjacent to the public street and between the nearest public street intersections.
2. The name and address of all owners of record accessed by the public street or within 300 feet of the street
3. Proof of written notice to operators of utilities and culinary water and sanitary sewer facilities located within the bounds of the street.
4. Signatures of any person who consents to the vacation.

Upon receiving the petition, the City Council shall:

1. Hold a public hearing giving 10 days' notice to each record owner that is accessed by the public street or adjacent to the street.

2. Publish notice on the Utah Public Notice Website.
3. Post notice near the affected area.

The City may vacate a public street if:

1. It concludes in the properly noticed hearing that good cause exists for the vacation to occur.
2. It determines that the public interest nor any person will be materially injured by the proposed vacation.
3. It concludes there are no public utility easement affected by the proposed vacation.

If the City Council determines that the vacation should occur and complies with all notice requirements, the City shall:

1. Adopt an ordinance vacating the public right of way; and
2. Record a new plat with the county recorder, or record with the county recorder the ordinance and the legal description of the public street to be vacated.