

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

The Willard City Council of Willard City Corporation will hold a **City Council** meeting on **Thursday, February 13, 2025**. The meeting will be held at Willard City Offices 80 W 50 S. The meeting will begin promptly at **6:30 p.m.** The amended agenda will be as follows:

6:30 p.m.

1. Call to Order & Public Hearings

1. Invocation
2. Pledge of Allegiance
3. Conflict of interest declaration

Public Hearing

Ordinance 2025-05 shall be known as the "Municipal Code Codification Ordinance of Willard, Utah. This ordinance is to compile, organize, and codify the existing municipal ordinances of the City of Willard to provide an efficient and accessible reference for the citizens, officials, and employees of Willard City.

2. Open Comment Period (Individuals have three minutes for open comments. If required, items may be referred to department heads for resolution. Items requiring action by the City Council will be placed on the agenda for a future meeting.)

3. Planning Commission Report

4. New Business

- a. **Action Item:** Discussion/Approval of Ordinance 2025-05 Municipal Code Codification Ordinance of Willard, Utah.
- b. **Action Item:** Discussion/Approval of Resolution 2025-04 adopting fee Schedules and Policies for Development, Planning, Business License, and other Fees.
- c. **Action Item:** Discussion/Approval of Ordinance 2025-06 Codifying the Zoning Code of Willard City.

5. Minutes

- a. Approval of January 23, 2025, City Council minutes.

6. Financial

- a. Warrants, Vouchers, Reports

7. Department Reports

- a. Public Works
- b. Police Department
- c. Fire Department

8. Council Member Reports

- a. Jacob Bodily
- b. Rod Mund
- c. Mike Braegger
- d. Rex Christensen
- e. Jordan Hulsey

9. Next agenda February 27, 2025

10. Mayor's General Correspondence and Information

11. City Manager's Report

12. City Planners Report

13. City Attorney Report

14. Consideration of Motion to Enter a Closed Session (if necessary) pursuant to UCA §52-4-205 (a) except as provided in Subsection (3), discussion of the character, professional competence, or physical or mental health of an individual; (b) strategy sessions to discuss collective bargaining; (c) strategy sessions to discuss pending or reasonably imminent litigation; (d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares (e) strategy sessions to discuss the sale of real property, including any form of a water right or water shares; (f) discussion regarding deployment of security personnel, devices, or systems; or (g) investigative proceedings regarding allegations of criminal misconduct.

15. Adjourn

/s/ Susan O Bray
City Recorder, Willard City
Posted February 7, 2025

NOTICE OF PUBLIC HEARING

WILLARD CITY COUNCIL

Notice is hereby given that Willard City Council will hold a public hearing on February 13, 2025, at 6:30p.m. to receive public comment regarding Ordinance 2025-05.

This Ordinance shall be known as the “Municipal Code Codification Ordinance of Willard, Utah.” This ordinance is to compile, organize, and codify the existing municipal ordinances of the City of Willard to provide an efficient and accessible reference for the citizens, officials, and employees of Willard City.

The following compilation of the municipal ordinances will be adopted as the official code of ordinances for the City of Willard. All ordinances or part of ordinances in conflict with provisions of the Willard Municipal Code are repealed.

A copy of the City Ordinance can be found on the Willard Website.

Please publish this notice in the January 29th and February 5th Box Elder News Journal.

Willard City Ordinance No. 2025-05

An Ordinance Codifying the Municipal Code of Willard, Utah

WHEREAS, the City Council of Willard, Utah, recognizes the necessity of compiling, organizing, and codifying the existing municipal ordinances for the efficient governance and benefit of its citizens; and

WHEREAS, it is the desire of the City Council to provide an accessible reference for the citizens, officials, and employees of Willard City;

NOW, THEREFORE, be it ordained by the City Council of the City of Willard, Utah, as follows:

Section 1. Title and Purpose

This ordinance shall be known as the "Municipal Code Codification Ordinance of Willard, Utah." The purpose of this ordinance is to compile, organize, and codify the existing municipal ordinances of the City of Willard to provide an efficient and accessible reference for the citizens, officials, and employees of Willard City.

Section 2. Adoption of Codified Municipal Code

The following compilation of the municipal ordinances, referred to as the "Willard Municipal Code," is hereby adopted as the official municipal code of ordinances for the City of Willard.

Section 3. Repeal of Inconsistent Ordinances

All municipal ordinances or parts of ordinances in conflict with the provisions of the Willard Municipal Code are hereby repealed to the extent of such conflict.

Section 4. Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5. Effective Date

This ordinance shall take effect immediately upon its adoption and publication as required by law.

PASSED AND APPROVED by the Willard City Council on this 13th day of February, 2025.

Hulsey	Yes_____	Nay_____
Christensen	Yes_____	Nay_____
Braegger	Yes_____	Nay_____
Mund	Yes_____	Nay_____
Bodily	Yes_____	Nay_____

ATTEST:

Willard City:

City Recorder

By: _____
Mayor Travis Mote

WILLARD CITY FEE & RATE RESOLUTION NO. 2025-04

A RESOLUTION ADOPTING FEE SCHEDULES AND POLICIES FOR DEVELOPMENT, PLANNING, BUSINESS LICENSE, AND OTHER FEES.

WHEREAS, Willard City has enacted various Resolutions and/or Ordinances at various times to set forth a schedule of fees for the various City services and operations as listed above, and

WHEREAS, Willard City has recently adopted updated Land Use and Development regulations and has added/modified processes, fees, and the like,

WHEREAS, it has become necessary to update the current fee resolution regarding various development, planning, business license, GRAMA and other fees to reflect the changing costs of performing services and public benefits, and

Now THEREFORE, BE IT RESOLVED by the City Council of Willard City, state of Utah, as follows:

The Fee Schedule(s) as adopted by any previous Resolutions or Ordinances that are updated or contained in this Resolution are hereby repealed and in its place this Resolution is adopted establishing the fees for various City services, permits, and processes as follows. All other parts, sections, regulations or fees of any Resolutions or Ordinances other than those modified or included in this Resolution shall remain in full force and effect.

EFFECTIVE DATE:

This resolution shall take effect immediately after its adoption and posting thereof:

Passed and adopted this 13th day of February 2025,

Travis Mote, Mayor of Willard

ATTEST:

Susan O Bray, Willard City Recorder

SECTION 2

2.1.1

ANNUAL BUSINESS LICENSE FEES

Home Business	
New Home Occupation	\$50.00
Business License Renewal	\$50.00
Campground	\$50.00
Trailer Court	\$50.00
Plus \$10 per RV space #	
Gas Station/Convenience Store	
Gas Station/Convenience Store	\$50.00
Retail Business	\$50.00
Professional Services	
Contractor	\$50.00
Automotive	
Automotive Repair Shop	\$50.00
Food Sales/Fruit Stands	
Food Sales/Fruit Stands	\$50.00
Storage Units	
Storage Units	\$50.00
Class A Beer License	
Class A Beer License	\$225.00
Commercial Warehouse	

Commercial Warehouse	\$50.00
Solicitors	
Solicitors (ID required for all participants including current BCI background check)	\$50.00 a person
Rental Business License	
Short Term Business Rental License *Requires CUP	\$50.00

This Resolution shall take effect immediately after its ADOPTION BY THE WILLARD CITY COUNCIL on the 13th day of February 2025.

	AYE	NAY	ABSENT	ABSTAIN
Jacob Bodily	_____	_____	_____	_____
Rod Mund	_____	_____	_____	_____
Mike Braegger	_____	_____	_____	_____
Rex Christensen	_____	_____	_____	_____
Jordan Hulsey	_____	_____	_____	_____

Presiding Officer

Attest

Travis Mote, Mayor

Susan K Obray, City Recorder

Willard City Ordinance No. 2025-06

An Ordinance Codifying the Zoning Code of Willard, Utah

WHEREAS, the City Council of Willard, Utah, recognizes the necessity of compiling, organizing, and codifying the existing zoning ordinances for the efficient governance and benefit of its citizens; and

WHEREAS, it is the desire of the City Council to provide an accessible reference for the citizens, officials, and employees of Willard City;

NOW, THEREFORE, be it ordained by the City Council of the City of Willard, Utah, as follows:

Section 1. Title and Purpose

This ordinance shall be known as the "Zoning Code Codification Ordinance of Willard, Utah." The purpose of this ordinance is to compile, organize, and codify the existing zoning ordinances of the City of Willard to provide an efficient and accessible reference for the citizens, officials, and employees of Willard City.

Section 2. Adoption of Codified Zoning Code

The following compilation of the zoning ordinances, referred to as the "Willard Zoning Code," is hereby adopted as the official zoning code of ordinances for the City of Willard.

Section 3. Repeal of Inconsistent Ordinances

All zoning ordinances or parts of ordinances in conflict with the provisions of the Willard Zoning Code are hereby repealed to the extent of such conflict.

Section 4. Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5. Effective Date

This ordinance shall take effect immediately upon its adoption and publication as required by law.

PASSED AND APPROVED by the Willard City Council on this 13th day of February, 2025.

Hulsey	Yes_____	Nay_____
Christensen	Yes_____	Nay_____
Braegger	Yes_____	Nay_____
Mund	Yes_____	Nay_____
Bodily	Yes_____	Nay_____

ATTEST:

Willard City:

City Recorder

By: _____
Mayor Travis Mote

1 Willard City Council Meeting
2 80 West 50 South, Willard Utah 84340
3 Willard City Council Chambers 6:30 p.m.
4

5 **Officials Present:**

6 Travis Mote-Mayor
7 Jacob Bodily-Council Member
8 Rod Mund-Council Member
9 Rex Christensen-Council Member
10 Jordan Hulsey-Council Member
11 Mike Braegger-Council Member
12

13 **Staff Present:**

14 Jeremy Kimpton-City Administrator
15 Colt Mund-City Attorney
16 Madison Brown-City Planner
17 Theron Fielding-Chief of Police
18 Susan Obray-City Recorder
19 Payden Vine-Public Works Director
20 Diana Mund-City Clerk
21 Van Mund-Fire Chief
22

23 **Others Present:**

24 Diana Baker
25 Chuck Palmer
26 Cami Moss
27 Ken Ormond
28 Ruth Ormond
29 Rew Wily

30 **Call to Order & Public Hearings**

31 Mayor Mote called January 23, 2025, to order the City Council Meeting.

32 **Invocation**

33 Councilmember Braegger offered the invocation.

34 **Pledge of Allegiance**

35 Councilmember Bodily led the Pledge of Allegiance.

36 **Conflict of Interest Declaration**

37 Mayor Mote asked if there were any conflict-of-interest declarations. None were made.

38 **Open Comment Period**

39 Diana Baker, a resident at 276 West Center Street, raised concerns about the emergency road
40 width for the Dearden development. She questioned why the developer was being required to
41 put in 3rd West when 4th West was already in process. She also expressed concerns about the
42 substandard width of West Center Street and the potential issues with emergency access. City
43 Manager Jeremy Kimpton stated he would investigate the matter further.

1 **Planning Commission Report**

2 Planning Commission representative Ken Ormond reported on their recent meeting held on
3 January 16th. He stated they amended an ordinance, approved of the TJD Subdivision
4 (Dearden) with 3rd West as the main road, and postponed discussion on Neff's trailer park
5 due to lack of preparation.

6 **New Business**

7 **2024 Audit Presentation/Discussion**

8 Chuck Palmer from Christianson, Palmer, and Ambrose presented the 2024 audit report. He
9 highlighted:

- 10 ● The audit received an unqualified opinion, the highest possible.
- 11 ● The city has a healthy balance sheet with \$7 million in governmental assets and \$19
12 million in business activity assets.
- 13 ● The general fund had a small profit of about \$40,000.
- 14 ● Both the utility and sewer funds ended with net incomes of around \$100,000 each.
- 15 ● No issues were found with internal controls or compliance with state laws.

16 Council members asked questions about specific line items and discussed the audit findings.

17 A motion to accept the audit report was made by Councilmember Christensen, seconded by
18 Councilmember Braegger. The motion carried unanimously.

19 **Presentation/Discussion on December Financials and Audit Report**

20 City Finance Director Cami Moss, Childs, Richards CPA presented the financial report for
21 December 2024:

- 22 ● The general fund revenues were at 43% of budget and expenditures at 37.9%.
- 23 ● The fund balance was at 25%, within the state-mandated range of 5-35%.
- 24 ● Some departments were slightly over budget, including Police and Parks.
- 25 ● The water fund showed a deficit cash balance when restricted funds were excluded.
- 26 ● The sewer fund was performing well financially.
- 27 ● The garbage fund revenues and expenditures were close to target.

28 Council members discussed various aspects of the financial report, including the water fund
29 deficit, potential rate increases, and budgeting for future expenses.

30 Action Item: Discussion/Action regarding Ordinance 2025-02 amending and revising
31 Willard's Subdivision

32 Ordinance.

33 Jeremy Kimpton, City Manager, reported it was mentioned at the last meeting that this
34 ordinance would be at this meeting. The building sketch plan requirement is no longer
35 needed in the Subdivision ordinance. This ordinance is required by state law.

36 A motion to accept Ordinance 2025-02 and follow state law was made by Councilmember
37 Mund, seconded by Council Member Bodily. The motion carried unanimously.

38 **Minutes**

39 **Approval of January 9, 2025, City Council Minutes**

1 A Motion to approve the minutes for January 9, 2025, was made by Councilmember Bodily,
2 seconded by Councilmember Christensen. The motion carried unanimously.

3 **Financial**

4 **Warrants, Vouchers, Reports**

5 No report presented at this meeting.

6 **Department Reports**

7 **Public Works**

8 City Manager Kimpton reported on various public works issues:

- 9 ● The cleanup of dirt-filled curbs on 200 West was discussed.
- 10 ● The chip seal issues on 370 South were addressed, with plans to revisit the problem in
11 warmer weather.
- 12 ● Two new police vehicles had arrived and were being prepared for service.

13 **Police Department**

14 Police Chief Fielding reported:

- 15 ● The department received a \$5,000 alcohol grant.
- 16 ● DUI arrests and alcohol-related incidents had increased from the previous year.

17 **Fire Department**

18 Mayor Mote reported on recent discussions with Brigham City regarding fire services:

- 19 ● Changes were coming based on the county fire study.
- 20 ● The city was looking to renegotiate its agreement with the county for providing
21 services to South Willard.
- 22 ● The possibility of providing ambulance services was being explored.

23 **Council Member Reports**

24 **Jacob Bodily**

25 Councilmember Bodily had no report.

26 **Rod Mund**

27 Councilmember Mund had no report.

28 **Mike Braegger**

29 Councilmember Braegger had no report.

30 **Rex Christensen**

31 Councilmember Christensen inquired about the status of the truth in taxation process and
32 budget discussions for the upcoming year.

33 **Jordan Hulsey**

34 Councilmember Hulsey had no report.

35 **Next Agenda**

36 The council discussed potential items for the next meeting agenda, including the Heritage
37 Development and presentation and codification of city ordinances.

1 **Mayor's General Correspondence and Information**

2 Mayor Mote discussed recent changes to the county's annexation ordinance and the potential
3 impact on Willard City. He suggested amending city ordinances to require annexation for
4 properties hooking into the city sewer system.

5 **City Manager's Report**

6 City Manager Jeremy reported on:

- 7 ● Plans to bring forward codification of both municipal and zoning codes at the next
8 meeting.
- 9 ● The need to update the city staff email accounts and move to a more secure system.
- 10 ● Issues with business license fees for fruit stands and potential changes to make fees
11 more consistent across business types.

12 **City Planner's Report**

13 City Planner Maddison Brown had no additional report.

14 **City Attorney Report**

15 Attorney Colt Mund had nothing to report.

16 **Consideration of Motion to Enter a Closed Session**

17 **Adjourn**

18 Motion to adjourn the meeting was made by Councilmember Mund, seconded by
19 Councilmember Braegger. The motion carried unanimously.