



Willard City Corporation

435-734-9881
80 W 50 S
PO Box 593
Willard, Utah 84340
www.willardcityut.gov

Mayor
Travis Mote
City Council Members
J. Hulsey
R. Christensen
M. Braegger
R. Mund
J. Bodily

The Willard City Council of Willard City Corporation will hold a Council meeting on Thursday, April 23, 2026, at Willard City Offices, 80 West 50 South, which will begin promptly at **6:30 p.m.** The agenda will be as follows:

1. Call to Order

- a. Invocation
- b. Pledge of Allegiance
- c. Conflict of interest declaration

2. Presentation of Citizenship Awards

- 3. Public Presentation:** Resident(s) attending this meeting will be allotted three (3) minutes to express concern or ask a question about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue(s) presented during this meeting. 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.

4. Planning Commission Report

5. New Business

- a. **Action item:** Recommendation regarding a proposal to amend Section 24.01.060 of the Willard Zoning Code to provide definitions for an acre and a developable acre, Ordinance 2026-08.
- b. **Donna Weaver** – Presentation from the Daughters of the Utah Pioneers

6. Next Meeting Agenda –May 14, 2026

7. Upcoming events:

8. Minutes

- a. Approval of April 9, 2026, minutes

9. Staff Reports

- a. Public Works
- b. Police Department
- c. Fire Department
- d. City Manager
- e. City Planner
- f. City Attorney
- g. City Interim Recorder

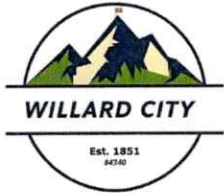
10. Council Member Reports

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

11. Mayor's General Correspondence and Information

12. Adjourn

/s/ Diana Mund
City Recorder



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NOTICE OF PUBLIC HEARING WILLARD CITY PLANNING COMMISSION

Notice is hereby given that the Willard City Planning Commission will hold a public hearing to receive public comments regarding a proposal to amend Section 24.01.060 of the Willard City Zoning Code to provide definitions for an acre and a developable acre.

The public hearing will be held on Thursday, April 2, 2026, at 6:30 p.m. in the Willard City Council Chambers, 80 West 50 South, Willard, Utah, during a regular Planning Commission meeting.

Information regarding this matter is available during business hours by contacting the Willard City Planner at 435-734-9881. Business hours are 8:00 a.m. to 5:00 p.m. Monday through Thursday and 8:00 a.m. to 12:00 p.m. on Friday.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communications, aids, and services) during this meeting should notify the City Office at 80 West 50 South, Willard, Utah, phone number 435 734-9881, at least three working days prior to the meeting.

I, the undersigned duly appointed Deputy City Recorder for Willard City Corporation hereby certify that a copy of the foregoing notice and agenda was posted at Willard City Hall; two other places in the community; on the State of Utah Public Meeting Notice website <http://www.utah.gov/pmn/index.html>; on the Willard City website www.willardcity.com; and sent to the Box Elder News Journal this 23rd day of March, 2026.

/s/Michelle Drago
Deputy City Recorder

WILLARD CITY ORDINANCE 2026 - 08

AN ORDINANCE AMENDING SECTION 24.01.060 OF THE WILLARD CITY ZONING CODE; AND PROVIDING AN EFFECTIVE DATE FOR THESE CHANGES.

Section 1 - Recitals

WHEREAS, the City of Willard ("City") is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with UC §10-3-702, the governing body of the City may pass any ordinance to regulate, require, prohibit, govern, control or supervise any activity, business, conduct, or condition authorized by the laws of the State of Utah or any other provision of law; and,

WHEREAS, the City has adopted and promulgated city ordinances and rules regarding zoning and acceptable uses within those zones in the City; and

WHEREAS, the Willard City Council recognizes the need to periodically review and update zoning regulations to ensure alignment with evolving land use patterns, community needs, and statutory requirements; and

WHEREAS, the City Council finds that certain changes to the Willard City Zoning Code in regards to amending the language for Section 24.01.060 should be made; and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare are at issue in this matter and requires action by the City as noted above;

NOW THEREFORE, be it ordained by the City Council of Willard City, in the State of Utah, that the following portions of the Willard City Zoning Code be, and the same is, changed and amended to read as follows:

SECTION 2: AMENDMENT Chapter 24.01 General Provisions, Section 24.01.060 Definitions - Zoning of the Willard City Zoning Code is hereby amended to include the following additional language in bold regarding additional definitions:

24.01.060 - Definitions - Zoning

"Acre" means 43,560 square feet of land and is applicable to all references of "acre" throughout the Willard Municipal and Zoning codes.

"Developable Acre" means the portion of a total land tract actually usable for constructing buildings, houses, or infrastructure, excluding unbuildable areas like wetlands, steep slopes,

roads, flood drainage, sensitive areas, contamination, public parks, and stormwater facilities. It may also be referred to as "net developable acre".

The forgoing Recitals are fully incorporated herein.

SECTION 3: PRIOR ORDINANCES AND RESOLUTIONS That the above changes, where they may have been taken from prior City Ordinances and Resolutions, are listed here for centralization and convenience; and that the body and substance of those prior Ordinances and Resolutions, with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

SECTION 4: REPEALER OF CLAUSE All orders, ordinances, and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts thereof, which conflict with this Ordinance are, for such conflict, repealed, except that this repeal will not be construed to revive any act, order, or resolution, or part.

SECTION 5: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be held or declared to be unconstitutional, invalid, inoperative, or unenforceable to any extent whatsoever, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional, invalid, inoperative, or unenforceable.

SECTION 6: DIRECTION Willard City Staff is hereby authorized to make non-substantive clerical corrections to formatting, numbering, and internal references in this ordinance for publication and codification purposes, provided such corrections do not alter the intent or effect of the adopted language.

SECTION 7: EFFECTIVE DATE This Ordinance shall be effective as of the date of signing and after being published or posted as required by law.

PASSED AND ADOPTED this ___ day of _____ 2026.

	AYE	NAY	ABSENT	ABSTAIN
Jacob Bodily	_____	_____	_____	_____
Rod Mund	_____	_____	_____	_____
Mike Braegger	_____	_____	_____	_____
Rex Christensen	_____	_____	_____	_____
Jordon Rusley	_____	_____	_____	_____

WILLARD CITY

Travis Mote, Willard City Mayor

ATTEST:

Willard City Recorder

RECORDER'S CERTIFICATION

STATE OF UTAH)
 : ss.
County of Box Elder)

I, Diana Mund, the City Recorder of Willard City, Utah, in compliance with UCA §10-3-713 and UCA §10-3-714 do hereby certify that the above and foregoing is a full and correct copy of "**AN ORDINANCE AMENDING SECTION 24.01.060 OF THE WILLARD CITY ZONING CODE; AND PROVIDING AN EFFECTIVE DATE FOR THESE CHANGES.**" adopted and passed by the City Council of Willard City, Utah, at a regular meeting thereof on _____, 2026 which appears of record in my office, with the date of posting or publication being _____, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this ___ day of _____ 2026.

Diana Mund
City Recorder

City of City of Willard
City Council Meeting April 9, 2026
Meeting minutes

Call to Order

The meeting was called to order at 6:30 PM. Council member Rodney Mund offered the invocation, and Council member Rex Christensen led the Pledge of Allegiance.

Mayor Travis Mote was excused as he is out of town, and Council member Jacob Bodily was also excused as he had just left Price and would not be able to attend. No conflicts of interest were declared by council members at present.

Public Presentation

Clyde Westley of 221 East 100 South addressed the council regarding the Willard Dike and Spillway. He explained that for ten years, he has been hand-pulling dyers woad from the spillway face to maintain this visual welcome to Willard. Last year, he encountered a massive influx of single-stem plants that made it no longer a one-man job. He contacted Box Elder County weed control, who offered to partner with Willard to provide materials and expertise to manage this iconic landmark.

Westley noted that he had passed this information to the city manager but understood there may have been a communication breakdown. The county believes Willard has decided to handle spraying internally, but he was unsure what was being done based on the dike's appearance. He emphasized that April is the critical window to treat the rosettes before they turn yellow and drop seeds for next year's crop.

Council member Mund acknowledged the importance of the spillway as a historic landmark and welcomed Willard, expressing appreciation for Westley's decade of volunteer work. He outlined plans to spray the vegetation and eventually renovate the spillway face with fabric, herbicide treatment, and rock facing with "Willard established 1851" signage. City Manager Jeremy Kimpton confirmed he would coordinate with Public Works Director Payden Vine to ensure proper spraying occurs soon.

Planning Commission Report

Planning Commission member Ken Ormond reported on the recent meeting. The commission reviewed the Kunzler property request for a rezone to half-acre building lots. A previous PUD agreement had never been signed, so it was not in force. Larry Holmes raised concerns about the 20-foot-wide city lane running through the middle of the property, which council member Mund explained dates back to historical surveying practices using chains and rods.

The commission also discussed concerns from Jeff Wells about wells on the property, but all commission members were ultimately in favor of the rezone, which will come before the city council. The commission also reviewed the economic development plan, with City Manager Jeremy Kimpton checking on transit tax proposals for Willard Bay Park improvements. City Planner Madison Brown was tasked with checking land use and zoning coordination with the county regarding addresses.

New Business

a. Action item: Discussion/Consideration of a Request for Refund of Land Use Application Fees

City Planner Madison Brown explained that the city code currently has no refund policy for withdrawn or denied applications. This issue has come up several times recently with applications that are withdrawn either quickly or after extended review periods.

City Manager Kimpton shared his experience from other cities, noting that application fees are typically nonrefundable because staff invests significant time reviewing applications even when they are denied or withdrawn. He expressed conflict between the practical reality that the city incurs costs regardless of outcome and compassion for applicants, particularly smaller developers who face substantial fees.

City Planner Brown outlined the current fee structure: rezones and code amendments cost \$2,500, lot amendments range from \$400-\$900, conditional use permits are \$250, and ADUs are \$100. City Manager Kimpton emphasized that these fees were implemented to offset planning and zoning budget struggles and that professional fees may be spent on applications that cannot always be recovered.

Council member Hulsey asked about reasons for withdrawals and timing of city review. City Manager Kimpton explained that withdrawals typically occur when applicants realize they cannot meet ordinance requirements or afford necessary improvements after initial review. City Attorney Amy Hugie noted that some development agreements have required months of back-and-forth work before withdrawal.

The council discussed potentially offering partial refunds if applications are withdrawn before certain milestones but ultimately concluded this would create administrative complexity and gray areas. Council members agreed that the pre-application meeting process provides adequate opportunity for applicants to understand requirements before paying fees.

The consensus was to maintain the nonrefundable fee policy but ensure applications clearly emphasize this fact upfront. Brown agreed to modify applications to make the non-refundable nature more prominent.

b. Action Item: Discussion/Consideration of an administrative correction to resolve duplicate ordinance numbers assigned in 2026

City Manager Kimpton explained that two ordinances received duplicate numbers due to coordination issues. The UTA interlocal agreement and boundary line adjustment ordinances were handled through outside processes, leading to numbering conflicts with ordinances processed internally.

Motion: Council member Rodney Mund moved to adopt the ordinance number changes to eliminate duplicates. Council member Rex Christensen seconded. Motion carried unanimously.

The correction designates the garbage can ordinance as 2026-01A and the subdivision escrow ordinance as 2026-03A, while confirming the boundary line adjustment remains 2026-01 and the UTA interlocal agreement remains 2026-03.

c. Action Item: Discussion/Approval Confirming vote on the appointment of Diana Mund as the new city recorder

Council member Christensen expressed confidence that Diana Mund would do an excellent job as city recorder, noting she had already demonstrated strong performance in the role. City Manager Kimpton confirmed they had interviewed seven candidates and that it was a very competitive applicant pool, though the decision was ultimately clear. The mayor was involved in discussions about restructuring the office following Susan's retirement announcement, though he did not participate in interviews directly.

Motion: Council member Rodney Mund moved to confirm the appointment of Diana Mund as the new city recorder. Council member Rex Christensen seconded. Motion carried unanimously.

Next Meeting Agenda

The next meeting is scheduled for April 23, 2026.

Minutes

Motion: Council member Jordan Hulsey moved to approve the minutes of March 26, 2026. Council member Rodney Mund seconded. Motion carried unanimously.

Staff Reports

Public Works

City Manager Kimpton reported that Public Works Director Payden Vine confirmed they had sprayed at the top of the spillway but not yet addressed the face. Public Works Director Vine committed to spraying the spillway face soon and is working with council member Mund on plans for long-term improvements. The dam inspector supports the planned cleanup efforts.

Public Works Director Vine has installed most or all dog waste stations and will monitor their effectiveness. Additional garbage cans are being placed at the trail, and staff will improve monitoring of trash removal.

Police Department

Police Chief Theron Fielding reported that Officer Tyler Prange has completed field training and is now working independently, bringing the department back to four full-time officers. New officer Caleb Hathcock has started training and is scheduled to complete training by early July.

Fire Department

No formal report was provided.

City Manager

Kimpton reported that lights at the nature park are on a timer system, though motion-activated lights might be beneficial for security. He will be absent from the April 23 meeting due to a city managers conference in St. George, followed by a vacation week.

Regarding the mayor's correspondence, the fourth of July committee met recently and is asking the council to develop the patriotic program presentation, with the mayor happy to participate once he returns.

City Planner

Madison Brown had no additional items to report.

City Attorney

Amy Hugie will also be absent from the April 23 meeting due to travel to Ireland, clarifying humorously that she expects to return safely unlike some previous international travel concerns.

City Interim Recorder

Diana Mund expressed gratitude for the appointment opportunity and praised the collaborative city staff, noting frequent coordination with various departments. City Manager Kimpton acknowledged that someone needs to keep the staff organized.

Council Member Reports

Jacob Bodily

Council member Bodily was absent and had no report.

Rod Mund

Council member Mund reported several infrastructure concerns. Doug Thompson informed him that three water valves installed during Chris Davis's tenure as city manager on 200 West and 315 South may be covered by asphalt. Mund could only locate one or two valve boxes and requested investigation to identify any missing valves.

He observed oil dumping on the east side of the road past the Robert Radtke property, including a blue plastic container with approximately four to five gallons of spilled oil and large filters, possibly from heavy equipment. He recommended monitoring the area to prevent further illegal dumping, as it was historically a dump site.

Mund noted significant subsidence along the west side of the trail between Willard and the boundary with Brigham City and Perry, suggesting this area needs attention where utility lines were installed.

Regarding the ongoing construction project, he asked about plans for the remaining dirt road between 200 West and 600 South, questioning whether it will be graded or receive some surface treatment to address ruts.

He expressed general concerns about road conditions throughout the city, noting that both east and west sides need attention. He mentioned that engineers are developing a priority list and cost estimates for road improvements.

Council member Mund also discussed the mosquito abatement program, noting that council member Bodily typically handles this responsibility.

Mike Braegger

Council member Braegger reported on flood control matters. The spillway issue has been corrected by removing a pipe that was preventing proper water flow. However, the flow fill material used as a temporary fix will likely erode when the bypass starts running again, as it's a three-bag mix rather than permanent concrete.

The flood control board discussed having engineers evaluate permanent repairs, possibly removing the concrete cap at the spillway base after this flow season ends. Currently, water levels are low with just a trickle flowing since irrigation companies have adjusted their water usage.

Regarding the nature park pond, Braegger requested staff coordination with the Division of Wildlife to clean bulrushes and create gaps around the pond edges. He also wants to obtain algae treatment products and ensure removed vegetation is hauled away promptly rather than left to decay in the park.

He confirmed that the gate system between the upper and lower basins is operational after previous repairs to the screw mechanism.

Braegger announced the Box Elder Chamber of Commerce Annual Awards Banquet scheduled for Friday, April 24 at 6 PM at the fairgrounds, with RSVP required by April 14.

He also reported on flood control discussions with Millstream Development regarding their Inland Port project. The state offers grants for projects that direct water to the Great Salt Lake, and Millstream will assist with engineering to route excess Facer Creek water through a 30-inch pipe system to the lake. This could be approximately a million-dollar project in early planning stages.

Rex Christensen

Council member Christensen addressed the youth council program, explaining that winter activities slow down but summer brings increased opportunities. Due to other commitments affecting his available time, he sought someone to take over primary coordination while he remains involved in a supporting role.

The youth council has approximately five members but could expand. They have been instrumental in fourth of July celebrations, day of service projects, and discussed an Easter egg hunt that didn't materialize due to scheduling conflicts. Christensen envisions quarterly activities to maintain momentum year-round.

The youth council could assist with the spillway renovation project and other community service activities. He emphasized their enthusiasm and potential for growth with dedicated leadership.

Jordan Hulsey

Council member Hulsey volunteered to take over youth council coordination and will work with City Manager Kimpton on social media outreach to recruit additional help and participants.

She reminded everyone about the city-wide yard sale scheduled for May 16, noting it coincides with Perry's yard sale date, which has generated annual complaints from a Perry resident. Hulsey handles the complaints with humor but felt bad when the caller became snippy with office staff.

She confirmed plans for the youth council to assist with the fourth of July parade again this year.

Mayor's General Correspondence and Information

City Manager Kimpton reported that the mayor communicated about the fourth of July committee meeting and their request for council involvement in the patriotic program presentation. The mayor is willing to participate upon his return.

Braegger mentioned the Great Salt Lake water project coordination with Millstream Development, and Council member Christensen noted that even treated wastewater from the sewer plant represents good quality water suitable for the Great Salt Lake environment.

The council discussed budget workshop planning, though specific dates remain tentative pending the mayor's schedule and completion of tax season on April 15. City Manager Kimpton indicated they may need to wait until early May when the mayor returns for extended periods.

Adjourn

Motion: Council member Jordan Hulsey moved to adjourn the meeting. Council member Rex Christensen seconded. Motion carried unanimously.

The meeting was adjourned.