

## Willard City Corporation

435-734-9881  
80 W 50 S  
PO Box 593  
Willard, Utah 84340  
[www.willardcityut.gov](http://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, February 12, 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 Award

**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. **Public Hearing** to receive public comments regarding Ordinance No. 2026-01 an ordinance amending Chapter 12.20 of the Willard City Municipal Code regarding garbage and litter
- b. **Action Item:** Discussion/Approval of Ordinance 2026-01 Amending Chapter 12.20 Garbage and Litter of the Willard City Municipal Code; and providing an effective date for these changes
- c. **Public Hearing** to receive public comments regarding Ordinance No. 2026-05 an ordinance amending Chapter 2.08 of the Willard City Municipal Code regarding powers of the City Manager
- d. **Action Item:** Discussion/Approval of Ordinance 2026-05 Amending Chapter 2.08 City Manager of the Willard City Municipal Code; and providing an effective date for these changes.
- e. **Action Item:** Discussion/Approval of Resolution 2026-01 Authorizing Repealing the current Personnel Manual and Adopting the attached Willard City Personnel

Policies and Procedures Manual; Authorizing the Mayor to sign this Resolution; and providing for an effective date.

- f. **Action Item:** Discuss/Approval to adopt Resolution 2026-01 a Resolution adopting Willard City Employee Handbook.
- g. **Action Item:** Discussion/Approval of Ordinance 2026-02 Amending Section 24.44.050 of the Willard City Zoning Code Regarding Area Coverage, Setbacks, and Height Regulations, and making related Amendments to sections 24.96.60, 24.24.030, 24.44.010, and 24.08.140.
- h. **Action Item:** Discussion/Approval of bids received for 2026 Willard City irrigation water for rent
- i. **Action Item:** Discussion/Approval of Resolution 2026-02 Supporting Willard's involvement with Box Elder Communications Center for Emergency Dispatch Services; authorizing the mayor to sign this Resolution; and providing for an effective date.
- j. **Action Item:** Discussion/Approval of Appointment of Chandler Bingham as Planning Commission Chair

**6. Item Tabled from January 22, meeting:**

- a. Discussion/Approval of Ordinance 2026-01. An ordinance of Willard City, Utah, approving a municipal boundary adjustment with Perry City pursuant to Utah Code Ann. §10-2-419, adopting the Boundary Adjustment Plat (Exhibit C), and authorizing the Mayor and City staff to execute all necessary documents to complete the boundary adjustment. (continued from January 22, 2026,)

**7. Next Meeting Agenda – February 26, 2025**

**8. Upcoming events:**

**9. Minutes**

- a. Approval of January 22, 2026, minutes

**10. Staff Reports**

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

**11. Council Member Reports**

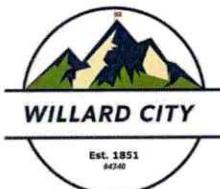
- a. Jacob Bodily
- b. Rod Mund
- c. Mike Braegger
- d. Rex Christensen
- e. Jordan Hulsey

**12. Mayor's General Correspondence and Information**

**13. Consideration of Motion to Enter a Closed Session** To discuss the character, professional competence, or physical or mental health of an individual as permitted under Utah Code § 52-4-205(1)(a); pending or reasonably imminent litigation as permitted under Utah Code § 52-4-205(1)(c).

**14. Adjourn**

/s/ Diana Mund  
Interim City Recorder



## Willard City Corporation

435-734-9881  
80 W 50 S  
PO Box 593  
Willard, Utah 84340  
[www.willardcityut.gov](http://www.willardcityut.gov)

### **Mayor**

Travis Mote

### **City Council Members**

J. Hulsey  
R. Christensen  
M. Braegger  
R. Mund  
J. Bodily

## **NOTICE OF PUBLIC HEARING WILLARD CITY COUNCIL**

Notice is hereby given that the Willard City Council will hold a public hearing to receive public comments regarding a proposal to amend Chapter 12.20 of the Willard City Municipal Code regarding garbage and litter.

The public hearing will be held on Thursday, February 12, 2026, at 6:30 p.m. in the Willard City Council Chambers, 80 West 50 South, Willard, Utah, during a regular City Council meeting.

Information regarding this matter is available during business hours by contacting the Willard City Recorder 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 the 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](http://www.willardcity.com); and sent to the Box Elder News Journal this 2<sup>nd</sup> day of February, 2026.

/s/Michelle Drago  
Deputy City Recorder

## WILLARD CITY ORDINANCE 2026-01

### AN ORDINANCE AMENDING CHAPTER 12.20 GARBAGE AND LITTER OF THE WILLARD CITY MUNICIPAL 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 previously adopted and promulgated City ordinances and rules; and

**WHEREAS**, the City Council recognizes the need to periodically review and update City ordinances; and

**WHEREAS**, the City Council finds that certain changes to the Willard City Municipal Code in regards to garbage collection and garbage can ownership should be made, including amendments to the language in Chapter 12.20; 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 Municipal Code be, and the same is, changed and amended as follows:

#### **SECTION 2: AMENDMENTS**

- a. The language of Willard City Municipal Code, Chapter 12.20, Section 12.20.010 is hereby repealed in its entirety and replaced with the language as found on the attached Exhibit “A”, including the additions of Sections 12.20.011, 12.20.012, 12.20.013, 12.20.014, 12.20.015, 12.20.016, and 12.20.017.
- b. The language of Willard City Municipal Code, Chapter 12.20, Section 12.20.020 – Litter-Handbills shall remain unchanged.
- c. The initial garbage collection and can start-up fee for new residents of the City, either newly built homes or move-ins, shall be \$135. The City Council may adjust this fee by resolution in the future.

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 Husley	_____	_____	_____	_____

**WILLARD CITY**

---

Travis Mote  
Willard City Mayor

ATTEST:

---

Diana Mund, 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 CHAPTER 12.20 GARBAGE AND LITTER OF THE WILLARD CITY MUNICIPAL 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

## **EXHIBIT "A"**

**Exhibit Attached to Ordinance 2026-01**

### **AMENDMENT TO CHAPTER 12.20 GARBAGE AND LITTER OF THE WILLARD CITY MUNICIPAL CODE**

## WILLARD MUNICIPAL CODE

### **12.20 Garbage and Litter**

- 12.20.010 Definitions
- 12.20.011 Contract Authorized
- 12.20.012 Collection, Hauling or Disposal; License Required
- 12.20.013 Disposal of Refuse
- 12.20.014 Commercial and Industrial Properties
- 12.20.015 Fees and Charges; Discontinuance of Services
- 12.20.016 Prohibited Acts and Activities
- 12.20.017 Penalty
- 12.20.020 Litter-Handbills

#### **12.20.010 Definitions**

As used in this chapter, the following words and terms shall have the meanings ascribed to them in this section:

**DWELLING:** A building or portion thereof used exclusively for residential occupancy, including single-family, two-family, and multi-family dwellings, but not including hotels, motels, condominiums, lodging houses, apartments, group homes, or tourist homes.

**DWELLING UNIT:** One or more rooms in a dwelling, occupied by one family for living, sleeping, and eating purposes.

**REFUSE:** Includes and means all animal and vegetable refuse from kitchens of residences, hotels, cafes, restaurants, and places where food is prepared for human consumption, including all animal and vegetable refuse from such kitchens; and also, all condemned or decayed or unsound vegetables, meat, fish, fruit, and all waste and offal therefrom from markets, stores and factories. The term "refuse" shall also include normal household trash, cardboard boxes, grass, leaves, yard trimmings, tree limbs, and shrub trimmings; provided, however, that it shall not include waste from slaughterhouses, hot stove ashes, or coals, dirt, sod, rocks, concrete, flammable materials such as oil, gas or paint, large bulky items such as appliances, furniture, metal objects, construction, remodeling or demolition debris, car parts, mattresses, rolls of carpet, animal carcasses, or hazardous wastes.

**STOVE ASHES:** Includes the residue of material burned in stoves and in furnaces in private residences but shall not include the residue from furnaces in apartment houses, hotels, business houses, heating, or manufacturing plants. An "apartment house" is defined as a building comprising three (3) or more units designated for separate housekeeping tenements with heat furnished in common.

#### **12.20.011 Contract Authorized**

The City Council shall have the power at any time it may deem advisable to contract with any person, firm, or corporation for the hauling and disposal of refuse, rubbish, and similar wastes from residential property.

#### **12.20.012 Collection, Hauling or Disposal; License Required**

It shall be unlawful for any person, firm, or corporation to engage in the business of collection, hauling, or disposal of refuse, swill, rubbish, or similar

wastes within the corporate limits of the City without first having obtained a license so to do from the City Council.

#### **12.20.013**

**Disposal of Refuse**

**A.** ***Container Provided:*** The City shall provide every owner or lessee of a dwelling or dwelling unit within the corporate limits of the City (“resident”), that is not provided by City requirement with other waste hauling services, one 90-gallon automated refuse collection container with a lid at no cost other than the rate that is paid for refuse collection and disposal.

1. For new residents of the City, either newly built homes or move-ins, there shall be an initial start-up fee charged, which charge shall be set by the City Council by resolution.
2. For those residents generating more refuse than will fit in one 90-gallon automated refuse collection container each week, the city will provide a second ninety (90) gallon automated refuse container for an additional charge to be set by the City Council by resolution, which charge shall be added to the resident's monthly bill. Additional containers shall be provided for a minimum of six (6) months.

**B.** ***Ownership of Refuse Collection Containers:*** The City shall own all refuse collection containers that are provided to the residents of the City. If a resident has previously purchased their own refuse collection container and it becomes damaged and needs to be replaced, the City shall provide one 90-gallon automated refuse collection container at no cost other than the rate that is paid for refuse collection and disposal, as outlined in Section 12.20.013(A).

**C.** ***Placement in Cans:*** All refuse shall be placed in a ninety (90) gallon automated refuse collection container with a lid. Containers shall at all times be kept securely closed and be kept in such place and in such manner as to prevent offense.

**D.** ***Set Out for Collection:*** Only 90-gallon automated refuse collection containers with lids containing refuse to be hauled away by the person, firm, or corporation contracting with the City for refuse removal, shall be placed at the curbside in the location and position designated by the operator no later than six o'clock (6:00) A.M. on the day of collection. Containers shall be set out for collection on the street at least four feet (4') from other automated containers and obstructions such as trees, mailboxes, or parked vehicles. Containers must be placed in the gutter or, where there is no gutter, within two feet (2') of blacktop with the container handle facing the residence. All empty receptacles must be removed from the street as soon as practical after being emptied, and in every case must be removed from the street on the day they are emptied.

#### **12.20.014**

##### **Commercial and Industrial Properties**

The occupants or owners of all commercial and industrial property, including trailer parks, condominiums, and apartment houses with five (5) or more units, shall arrange and pay for their own refuse collection and disposal in accordance with the provisions of this chapter. The occupants or owners of apartment houses with two (2), three (3) or four (4) units have the option of using the City's refuse collection services or arranging and paying for their own refuse

collection service.

**12.20.015 Fees and Charges; Discontinuance of Services**

- A. **Authority to Charge:** The City Council may, in its discretion and when it shall determine that the public interest shall be best served thereby, arrange for the collection by the City Treasurer, of any charges for collections of refuse by a contractor of the City under the provisions of this chapter, and shall arrange for such collection service and bill for the charge of such service on the regular statement for water service on said premises; provided, that the two (2) charges must be at all times separately listed, and that the proceeds therefrom must at all times be kept separate and apart and not commingled in a single fund or account by the City Treasurer.
- B. **Prompt Payment Required:** In the event that any charges made under the provisions of Subsection (A) of this section are not promptly paid when due, the City may proceed to collect the same as a debt due to the City and may sue therefor in any court of competent jurisdiction.
- C. **Temporary Discontinuance of Services:** Refuse collection services may be discontinued during periods that the premises are vacant and water has been shut off, under the following conditions: the public works department picks up all containers assigned to the premises and no automated containers are found or used on the premises during such periods.

**12.20.016 Prohibited Acts and Activities**

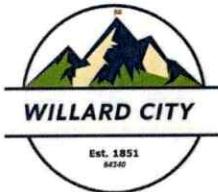
- A. **Placement Outside of Collection Days:** It shall be unlawful for any person, firm, or corporation to place or deposit in or on any of the public streets, alleys, or parks in the city any refuse except on regular refuse collection days and in automated refuse collection containers.
- B. **Prohibited Materials:** When unapproved or prohibited materials are placed in a container, the public works director may remove or have removed the container or containers and terminate services, in whole or in part. The City Council may, in its discretion, decide to continue service but add a fine as a civil penalty for the placement of the unapproved or prohibited materials; to be set by the City Council by resolution, which charge shall be added to the resident's monthly bill.
- C. **Refusal to Remove Refuse:** It shall be unlawful for any person, firm, or corporation to permit refuse, swill, rubbish, or similar wastes to accumulate or remain on or about the premises, under the control of such person, for such period of time as to become objectionable or unsanitary; and every person, firm, or corporation is hereby required to remove, or provide for the removal of, such refuse, swill, rubbish, and similar wastes before the same become objectionable or unsanitary.
- D. **Refuse Falling on Streets:** It shall be unlawful for any person hauling refuse, rubbish, swill, manure, or matter of any kind to permit or allow any such matter to fall upon and remain in any street, alley, or park within the corporate limits of the city, or to deposit any such matter at any place except a dumping ground or

incinerator as authorized by the City Council. It shall be unlawful for any person, firm, or corporation hauling or collecting refuse to conduct such operation in such a manner as to cause any unnecessary noise, damage to refuse containers (City-owned or privately owned), or disturbance.

- E. ***Painting or Defacing Containers:*** Automated containers shall not be painted, marked, or otherwise defaced; provided, that a resident may repaint a container using the original container color in order to cover over the colors of paint, unauthorized markings, or graffiti. If a resident fails to restore a container to its original color and appearance, after being notified by the public works department, the department may provide a replacement container, and the replacement costs shall be paid for by the resident.
- F. ***Vacant Premises:*** When premises are vacant, the property owner is responsible for placing all automated containers in a secure location to protect against theft or vandalism. If the failure to place any containers in a secure location results in container loss, theft, or vandalism, the property owner shall be responsible for the replacement cost of the container.
- G. ***Container Replacement Fee:*** Whenever a resident is required to pay for the cost of replacing any automated container under the provisions of this chapter, the fee for container replacement shall be the current replacement cost of the container. A resident shall be required to pay for the cost of replacing a container when it has been found that they have caused, or allowed to be caused, damage to the container.
- H. ***Accumulation:*** All persons, firms, or corporations having accumulation of refuse and similar wastes, as defined in this chapter, are hereby charged with the responsibility of making proper arrangements for the removal of the same, not inconsistent with the provisions of this chapter; and any person, firm, or corporation failing so to do, and permitting the accumulation of the same, shall be guilty of a Class C Misdemeanor, and in addition, the City Council may, in its discretion, arrange for the removal of such accumulated refuse and/or rubbish from such premises, and may charge the costs of such removal to the owner or occupant of the premises on which such accumulation was permitted, such charge to be deemed a debt due the city, and the City may proceed to collect such expenses by legal action in any court of competent jurisdiction if such is not paid promptly on demand.

#### **12.20.017**

- Penalty***
  - A. Any person or corporation who violates Section 20.20.16(A) shall be guilty of an Infraction and shall be punished with a \$100 fine. If placing the garbage can outside of collection days causes an accident with a snow plow, City-owned vehicle, or a privately-owned vehicle, the person or corporation shall be guilty of a Class C misdemeanor, and upon conviction, shall be punished with up to a \$750 fine and up to ninety (90) days in jail and shall be responsible for restitution for damages.
  - B. Any person or corporation who violates Section 20.20.16(B), (C), (D), (E), (F), or (H) shall be guilty of a Class C misdemeanor, and upon conviction, shall be punished with up to a \$750 fine and up to ninety (90) days in jail.



## Willard City Corporation

435-734-9881  
80 W 50 S  
PO Box 593  
Willard, Utah 84340  
[www.willardcityut.gov](http://www.willardcityut.gov)

### Mayor

Travis Mote

### City Council Members

J. Hulsey  
R. Christensen  
M. Braegger  
R. Mund  
J. Bodily

## NOTICE OF PUBLIC HEARING WILLARD CITY COUNCIL

Notice is hereby given that the Willard City Council will hold a public hearing to receive public comments regarding a proposal to amend Chapter 2.08 of the Willard City Municipal Code regarding powers of the City Manager.

The public hearing will be held on Thursday, February 12, 2026, at 6:30 p.m. in the Willard City Council Chambers, 80 West 50 South, Willard, Utah, during a regular City Council meeting.

Information regarding this matter is available during business hours by contacting the Willard City Recorder 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 the Willard City Hall; two other places in the community; on the State of Utah Public Meeting Notice website <http://www.utah.gov/prn/index.html>; on the Willard City website [www.willardcity.com](http://www.willardcity.com); and sent to the Box Elder News Journal this 2<sup>nd</sup> day of February, 2026.

/s/Michelle Drago  
Deputy City Recorder

## **WILLARD CITY ORDINANCE 2026 - 05**

### **AN ORDINANCE AMENDING CHAPTER 2.08 CITY MANAGER OF THE WILLARD CITY MUNICIPAL 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 previously adopted and promulgated City ordinances and rules; and

**WHEREAS**, the City Council recognizes the need to periodically review and update City ordinances; and

**WHEREAS**, the City Council finds that certain changes to the Willard City Municipal Code in regards to Chapter 2.08 City Manager should be made for clarification purposes, including amendments to the language in Chapter 2.08; 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 Municipal Code be, and the same is, changed and amended as follows:

#### **SECTION 2: AMENDMENTS**

- a. The language of Chapter 2.08 City Manager shall be amended as found in red on the attached Exhibit “A”.**

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.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Jacob Bodily	_____	_____	_____	_____
Rod Mund	_____	_____	_____	_____
Mike Braegger	_____	_____	_____	_____
Rex Christensen	_____	_____	_____	_____
Jordon Husley	_____	_____	_____	_____

**WILLARD CITY**

---

Travis Mote  
Willard City Mayor

ATTEST:

---

Diana Mund, Willard City Recorder

**RECORDER'S CERTIFICATION**

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 CHAPTER 2.08 CITY MANAGER OF THE WILLARD CITY MUNICIPAL 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

## **EXHIBIT “A”**

**Exhibit Attached to Ordinance 2026-05**

**AMENDMENT TO CHAPTER 2.08 CITY MANAGER OF THE WILLARD CITY  
MUNICIPAL CODE**

## **2.08 City Manager**

### **2.08.010 Office Created**

### **2.08.020 Appointment And Dismissal**

### **2.08.030 Eligibility Of Council Members**

### **2.08.040 Powers And Duties**

#### **2.08.010 Office Created**

The Office of City Manager is hereby created and established, who shall be known as the Willard City Manager.

#### **2.08.020 Appointment And Dismissal**

The Willard City Manager shall be appointed by the governing body, Mayor and City Council, and may be removed from this position by the governing body, Mayor and City Council, in accordance with Utah Code § 10-3b-303.

#### **2.08.030 Eligibility Of Council Members**

No member of the City Council or Mayor shall be eligible for appointment as City Manager during their term of office and until at least one (1) year has elapsed after such Council Member or Mayor shall have ceased to be a member of the City Council or ceased to be Mayor.

#### **2.08.040 Powers And Duties**

The City Manager shall at all times be under the control and supervision of the Mayor, and shall administer the day-to-day operations of the City and its services according to the policies and programs established by the City Council. The following duties and the authority to perform them are hereby delegated to the City Manager.

1. Appoint and Remove Employees. The City Manager shall, under the direction of the Mayor as outlined in the Willard City Personnel Manual, have the authority to appoint, employ, and remove employees as provided herein. The City Manager shall also be responsible for reviewing the status and performance of any personnel being considered for promotion in and discharge, transfer, or demotion from appointment or employment with the City. The City Manager shall also perform annual performance evaluations of all appointed officials and employees, except for the City Chief of Police and City Fire Chief, which shall be performed by the Mayor.
2. Authority Over Employees and Volunteers. It shall be the duty of the City Manager, and they shall have the authority, to control, order, and give direction to all heads of departments and to subordinate officers, and employees, and volunteers of the City under the City Manager's jurisdiction through the City's department heads.
3. Personnel Director. The City Manager shall be the personnel director, and as such shall be responsible for implementing and enforcing the personnel policies and procedures of the City.
4. Administrative Reorganization of Offices. It shall be the duty and responsibility of the City Manager to conduct studies and affect such administrative reorganization of offices, positions, or units under their his direction and may be indicated in the interest of efficient, effective, and economical conduct of the City's business.

5. Ordinances. The City Manager shall recommend to the Mayor and City Council for adoption of such measures and ordinances as they~~he~~ deems necessary.
6. Attendance At Council Meetings. It shall be the duty of the City Manager to attend all meetings of the City Council, unless at the City Manager'shis request they~~he~~ are~~is~~ excused therefrom by the Mayor or the City Council, except when their removal as City Manager is under consideration.
7. Financial Reports. It shall be the duty of the City Manager to keep the Mayor and City Council at all times fully advised as to the financial condition and needs of the City.
8. Budget. It shall be the duty of the City Manager to prepare and submit the proposed annual budget and the proposed annual salary plan to the Mayor and City Council for its approval.
9. Review Contracts. The City Manager shall review and make recommendations to the Mayor and City Council concerning all proposed contracts to which the City may be a party, and shall see that the terms of any contract to which the City is a party are fully performed by all parties thereto.
10. Propose Plans and Programs. The City Manager shall propose plans and programs concerning the development, operation<sub>2</sub> and needs of the City and submit such plans to the Mayor and City Council for consideration.
11. Implement Policy. The City Manager shall implement all policy changes and directives of the Mayor and the City Council through regularly scheduled staff meetings.
12. Management Control. The City Manager shall set performance standards and exercise managerial control to ensure that the City government is functioning in the most efficient and effective manner.
13. Organization. The City Manager shall recommend creation and organization of all necessary departments, divisions, bureaus<sub>2</sub> and offices necessary for the government of the City to the Mayor and the City Council for consideration and implementation.
14. Additional Duties. The City Manager shall have such other powers and shall perform such other duties and obligations as may be required of him or her by State law or by ordinance, resolution, or policy of the City Council.

**Resolution No. 2026-01**

**RESOLUTION OF WILLARD CITY AUTHORIZING REPEALING THE CURRENT  
WILLARD CITY PERSONNEL MANUAL AND ADOPTING THE ATTACHED  
WILLARD CITY PERSONNEL POLICIES AND PROCEDURES MANUAL;  
AUTHORIZING THE MAYOR TO SIGN THIS RESOLUTION; AND, PROVIDING FOR  
AN EFFECTIVE DATE.**

**SECTION I – RECITALS:**

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

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to adoption of policies and procedures for certain boards and organizations of the City; and,

WHEREAS, the City Council wishes to repeal the current Willard City Personnel Manual and adopt the attached Willard City Personnel Policies and Procedures Manual that they consider to be necessary for personnel, which includes employees and volunteers; and

WHEREAS, the City Council finds that it is necessary to amend the Personnel Manual to establish reasonable rules of employment conduct, i.e. guidelines for management and employees and volunteers to follow; and

WHEREAS, the City Council finds that adopting an updated personnel policies and procedures manual will help ensure compliance with these rules and procedures through a process consistent with the best interests of the City and its employees and volunteers; and

WHEREAS, at this time, the City Council wishes to adopt the proposed Willard City Personnel Policies and Procedures Manual, which is attached as Attachment "A" to achieve these goals; and

WHEREAS, the City finds that the public convenience and necessity requires the actions herein contemplated,

NOW, THEREFORE, BE IT RESOLVED by the City of Willard as follows:

1. The current Willard City Personnel Manual is repealed in its entirety and the Willard City Personnel Policies and Procedures, attached as **Attachment "A"** and fully incorporated by this reference, is approved and adopted.
2. The Mayor is authorized to sign this Resolution.
3. The foregoing recitals are fully incorporated herein.

### **SECTION III. PRIOR ORDINANCES AND RESOLUTIONS:**

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

### **SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:**

All orders, and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order, or resolution, or part thereof, heretofore repealed.

### **SECTION V - SAVINGS CLAUSE:**

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of Willard City.

### **SECTION VI. DATE OF EFFECT**

This Resolution shall be effective immediately upon its passage on the \_\_\_\_\_ day of  
2026.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WILLARD CITY, STATE OF UTAH,  
on this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Jacob Bodily	_____	_____	_____	_____
Rod Mund	_____	_____	_____	_____
Mike Braegger	_____	_____	_____	_____
Rex Christensen	_____	_____	_____	_____
Jordon Husley	_____	_____	_____	_____

WILLARD CITY

---

Mayor Travis Mote

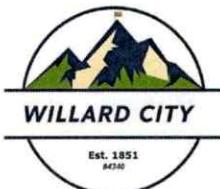
ATTEST:

---

Diana Mund, City Recorder

## ATTACHMENT "A"

WILLARD CITY PERSONNEL POLICIES AND PROCEDURES MANUAL



## Willard City Corporation

435-734-9881  
80 W 50 S  
PO Box 593  
Willard, Utah 84340  
[www.willardcityut.gov](http://www.willardcityut.gov)

### **Mayor**

Travis Mote

### **City Council Members**

J. Hulsey

R. Christensen

M. Braegger

R. Mund

J. Bodily

## **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 setback, height, and coverage regulations found in 24.44.050 of the Willard City Zoning Code.

The public hearing will be held on Thursday, December 4, 2025, 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 the 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](http://www.willardcity.com); and sent to the Box Elder News Journal this 21st day of November, 2025.

/s/Michelle Drago  
Deputy City Recorder

**WILLARD CITY  
ORDINANCE 2026-02**

**AN ORDINANCE AMENDING SECTION 24.44.050 OF THE WILLARD CITY  
ZONING CODE REGARDING AREA COVERAGE, SETBACKS, AND HEIGHT  
REGULATIONS, AND MAKING RELATED AMENDMENTS TO SECTIONS  
24.96.60, 24.24.030, 24.44.010, AND 24.08.140.**

**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;

**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;

**WHEREAS**, Section 24.44.050 of the Willard City Zoning Code governs setback and height standards for various zoning districts and has been reviewed for clarity, consistency, and applicability to current development practices;

**WHEREAS**, the proposed amendment introduces clarifying language, updates references to accessory buildings and accessory dwelling units (ADUs), and ensures compatibility with related code sections including 24.08.140 and 24.96.60;

**WHEREAS**, the amendment preserves existing dimensional standards while improving regulatory transparency and administrative enforceability;

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

**SECTION 1:** **AMENDMENT** “24.44.050 Setback And Height Regulations” of the Willard City Zoning Code is hereby *amended* as follows:

**A M E N D M E N T**

**24.44.050 Setback And Height Regulations**

TABLE II	M U- 40	A-3	A-5	R- 1/2	R-1	<u>Old</u> <u>Willard</u> <u>Townsh</u> <u>ip</u>

**SECTION 1: AMENDMENT “24.44.050 Setback And Height Regulations”**  
of the Willard City Zoning Code is hereby *amended* as follows:

AMENDMENT

24.44.050 Setback And Height Regulations

TABLE II	M U- 40	A-3	A-5	R- 1/2	R-1	Old Willard Townsh ip
1. AREA REGULATIONS. The minimum lot area in acres for any main use in the districts regulated by this chapter shall be...	40	3	5	1/2	1	<u>15,500</u> square feet
2. WIDTH REGULATIONS. The minimum width in feet for any lot in the districts regulated by this chapter except as modified by planned unit developments or cluster subdivisions, shall be...	66 0	200	270	100	150	<u>85 (100</u> ft for corner lots) <u>)</u>
3. FRONTAGE REGULATIONS: The minimum frontage in feet for any lot in the districts regulated by this chapter on a public street or a private street approved by the governing body shall be...	10 0	100	100	100	100	<u>85</u>
Exception: The minimum frontage in feet for a lot in a planned unit development or an odd-shaped lot that meets the width requirements above, may, upon approval of the governing body, be reduced to:	60	50	50	40	40	=
4. FRONT YARD REGULATIONS. The minimum depth in feet for the front yard for main buildings in districts regulated by this chapter shall be...	25	30	30	30	30	<u>30* See</u> <u>24.44.0</u> <u>10 (D-</u> <u>5-b-1)</u>
Accessory buildings may have the same minimum front yard depth as main buildings if they have the same side yard required for main buildings, otherwise they shall be set back at least ten feet in the rear	A	A	A	A	A	A

of the main building.						
-----------------------	--	--	--	--	--	--

5. REAR YARD REGULATIONS. The minimum depth in feet for the rear yard in the districts regulated by this chapter shall be...

For main buildings...	60	30	60	30	30	<u>30</u>
-----------------------	----	----	----	----	----	-----------

For accessory buildings...	60	10	60	10	10	<u>10</u>
----------------------------	----	----	----	----	----	-----------

Except on corner lots, two front and two rear yards are required...	A	A	A	A	A	<u>A</u>
---	---	---	---	---	---	----------

6. SIDE YARD REGULATIONS. The minimum side yard in feet for any dwelling or other main or accessory buildings regulated by this chapter shall be...	60	10	10	10	10	<u>12</u>
---	----	----	----	----	----	-----------

A total width of the two required side yards of not less than...	12 0	50	100	25	25	<u>27</u>
--	---------	----	-----	----	----	-----------

Provided the small width of each side yard shall not be contiguous with the neighbor's small-width side yard...	A	A	A	-	-	<u>-</u>
---	---	---	---	---	---	----------

Except that private garages and other accessory buildings located in the rear and at least ten feet behind the main building shall have a side yard of not less than.	<u>3</u> 5	<u>3</u> 5	<u>3</u> 5	<u>3</u> 5	<u>3</u> 5	<u>5</u>
---	---------------	---------------	---------------	---------------	---------------	----------

Except that the structure may not be placed on utility easements.	A	A	A	A	A	<u>A</u>
---	---	---	---	---	---	----------

Provided the small width drainage from any roof shall not fall on the adjacent property...	A	A	A	A	A	<u>A</u>
--	---	---	---	---	---	----------

Provided that no private garage or other accessory buildings shall be located closer to a main structure on an adjacent lot than...	10	10	10	10	10	<u>10</u>
---	----	----	----	----	----	-----------

Except on corner lots two front and two rear yards are required...	A	A	A	A	A	<u>A</u>
--	---	---	---	---	---	----------

7. HEIGHT REGULATIONS. The maximum height for ~~all~~primary buildings in districts regulated by this chapter shall be 35...

In feet...	35	35	35	35	35	<u>35</u>
------------	----	----	----	----	----	-----------

In the number of stories...	2.5	2.5	2.5	2.5	2.5	<u>2.5</u>
-----------------------------	-----	-----	-----	-----	-----	------------

Accessory Buildings see [24.08.140](#)

Detached Accessory Dwelling Units (ADU) see [24.96.60](#)

8. COVERAGE REGULATIONS. The Maximum coverage in percent for any lot in the districts regulated by this chapter shall be...	<u>25</u>	<u>250</u>	<u>25</u>	<u>250</u>	<u>250</u>	<u>25</u>
---	-----------	------------	-----------	------------	------------	-----------

Publicly owned buildings located on public property, including but not limited to fire stations, police stations, and municipal offices, may be exempt from standard setback requirements upon approval by the City Council following a review for public necessity and compatibility with surrounding properties.

**SECTION 2: AMENDMENT “24.96.60 Standards For Detached Accessory Dwelling Units” of the Willard City Zoning Code is hereby *amended* as follows:**

**AMENDMENT**

**24.96.60 Standards For Detached Accessory Dwelling Units**

- A. A Detached Accessory Dwelling Unit shall be a permanent structure. Trailers, mobile homes, and other movable structures shall not be permitted as a Detached Accessory Dwelling Unit.
- B. Exterior lighting for a Detached Accessory Dwelling Unit shall provide illumination directed downward with the light source shielded from adjoining properties. Any light source for a Detached Accessory Dwelling Unit shall not encroach or be visible from adjacent properties.
  - 1. The height of an ADU structure shall not exceed two stories or twenty five feet (25 ft).Dwelling.
  - 2. Exterior stairways and landings shall not encroach into a setback.
  - 3. A Detached Accessory Dwelling Unit shall:
    - a. Not be less than three hundred (300) square feet or more than the following based on the size of the parcel on record. The square footage numbers include livable space with the ADU and do not include any attached storage or garage space adjacent to the detached ADU.

Parcel Size	ADU maximum SQ FT
21,780 sq ft acre or smaller	1,000 sq ft
27,781 sq ft to 43sq ft	1,250 sq ft
43,561 sq ft or larger	1,500 sq ft

---

- b. Not occupy more than twenty five percent (25%) of the available yard area of the lot.
- c. Meet all accessory building standards for lot coverage, rear yard coverage, ~~height~~, and any other standards for the zone in which it is located.

C. Balconies and rooftop decks are prohibited.

D. Windows on a Detached Accessory Dwelling Unit located above a detached garage facing adjoining properties are prohibited, unless required by building, health, and fire codes, as adopted. If required, a frosted, translucent, or stained type of non-see-through window shall be installed.

**SECTION 3: AMENDMENT “24.24.030 Open Space Required” of the Willard City Zoning Code is hereby *amended* as follows:**

## AMENDMENT

### 24.24.030 Open Space Required

A minimum of twenty percent (20%) Open Space shall be provided in each MPC Zone to include natural maintained choice protected Open Space, protected agricultural land, or improved parks as approved by the City Council. The designation of open space allows the developer to organize a subdivision in creative ways, but does not provide increased lot density above the base zone. Open space shall be calculated based on the total area of the land requested to be zoned as a Master Planned Community minus sensitive areas, streets, and stormwater detention basins except if said stormwater detention basis provide recreational amenities as provided for below. Open Space that is unbuildable because of slope, wetlands, flood drainage, or contamination, shall not be considered as Open Space. ~~space~~ will be considered as follows::

- A. Detention basins may count as Open Space only if they provide recreational amenities, including but not limited to: Playgrounds, gazebos, exercise stations, or sports fields with parking lots.
- B. Park strips, curb, gutter, sidewalks, common yards, private yards, and publicly dedicated streets shall not count as Open Space.
- C. An agricultural conservation easement may be established on lots above one (1) acre. Easement deeds shall provide Willard City full rights to enforce the deed terms at the cost of the land owner. The plat map shall designate the building envelope for each lot. An easement of the agricultural area will be deeded to Willard City. The agricultural easement deed will restrict the construction of structures, roads, or other above-ground infrastructure. Crop and livestock production facilities below 10 feet in height, such as fences and irrigation systems, will be allowed. Only the area of the agricultural

easement shall count toward the open space requirement.

D. A method approved by the City Council to maintain Open Space shall be established prior to the sale of any lots in an MPC Zone. Preservation, maintenance, and ownership of required Open Spaces within the MPC Zone may be accomplished by any of the following:

1. Dedication of the land as a public park or trails system.
2. Granting to the City a permanent Open Space easement on or over any privately owned Open Space to guarantee that the Open Space remains perpetually in public recreational use, with ownership and maintenance being the responsibility of the owner of a Home Owner's Association ("HOA") established by bylaws which are satisfactory to and approved by the City. The maintenance and perpetual financing of the open space will be documented in the HOA bylaws and be included in the easement deed. Changes to the character of the open space, maintenance, or financing by the HOA will require approval of the city council.
- a. City may provide temporary approval of an HOA for a probationary of one (1) year with owners living within the MPC Zone. During this probationary period, the City Council may monitor the effectiveness of the HOA in preserving and maintaining the Open Space. If at the end of the one (1) year probationary period it is determined by the City Council that the HOA is unable or unwilling to maintain the Open Space within the bylaws established for the HOA and the approved Development Agreement the City may terminate the probationary approval of the HOA and create a special assessment area for the purposes of maintaining the Open Space. An HOA may have the right to appeal a City Council decision to terminate the approval of the HOA by filing a written notice of the appeal with the City Recorder within 15 days of the City Council's decision. Any such appeal shall be heard by the Hearing Officer. The one-year probationary period begins when the last lot is sold.
- b. The City may at their discretion, create a special assessment area to provide for the benefit, improvement, and maintenance of the Open Space areas.

**SECTION 4: AMENDMENT "24.44.010 Purpose" of the Willard City Zoning Code is hereby *amended* as follows:**

## AMENDMENT

### 24.44.010 Purpose

#### A. Multiple Use Districts.

1. To establish areas in mountain, hillside, canyon, mountain valley, desert, and

other open and generally undeveloped lands where human habitation would be limited in order to protect land and open space resources.

2. To reduce unreasonable requirements for public utility and service expenditures.
3. To avoid uneconomic and unwise dispersal and scattering of population.
4. To encourage use of the land, where appropriate, for forestry, grazing, agriculture, wildlife habitat, and recreation.
5. To avoid excessive damage to watershed, water pollution, soil erosion, danger from brush land fires, damage to grazing, livestock raising, and wildlife values.
6. To promote the health, safety, convenience, order, prosperity and general welfare of the inhabitants of the community.

This District is referred to as MU-40, minimum lot size: 40 acres.

B. Rural Districts. To promote and preserve, in appropriate areas, conditions favorable to agriculture and to maintain green belt open spaces. These Districts are intended to include activities normally and necessarily related to the conduct of agriculture and to protect the District from the intrusion of uses inimical to the continuance of agricultural activity. Included in these districts are Rural Developments for people who wish to be in a rural district, but are not primarily engaged in agriculture. These Districts are referred to as:

1. A-5, minimum lot size: 5 acres
2. A-3, minimum lot size: 3 acres

Planned Unit Development is a conditional use and will be allowed in these districts.

C. Residential Districts. To promote and preserve, in appropriate areas, conditions favorable to large-lot family life, the keeping of limited numbers of animals and fowl, and reduced requirements for public utilities. These Districts are intended to be primarily residential in character and protected from encroachment by commercial and industrial uses.

1. R-1/2, minimum lot size: 1/2 acre
2. R-1, minimum lot size: 1 acre

D. Old Willard Township Infill District. Infill lots shall only be allowed in the Old Willard Township Infill District. No permit for an Infill home shall be granted unless the proposed Infill lot meets the requirements of this chapter. Compliance with the provisions of this chapter does not excuse the developer from the applicable requirements of the Willard City Code and Standards and Specifications.

1. Purpose. The purpose of the Old Willard Township Infill District is to provide increased flexibility and compatibility of infill housing within the Old Willard Township area; to encourage the preservation of historical appearance of housing; to encourage the infill of overly large lots and vacant lots with housing that is compatible in design, height, setback, scale, and placement with existing housing; to limit residential density and preserve a character consistent with the Old Willard Township; to promote redevelopment and revitalization of the core of the City; to promote neighborhoods with quality homes, and preserve the look and feel of the Old Willard Township.

2. Old Willard Township Infill Defined. The Old Willard Township Infill District

is hereby created and shall be defined as that area comprised of and encompassed by 200 North, 200 South, 200 East, 200 West Willard, Utah.

3. Application. Any lot for which an application for development has not been originally filed under the Willard City Zoning Ordinances and in the Old Willard Township District, but have not yet, nor have had a building permit prior to the adoption of this chapter shall be subject to the infill lot requirements of this chapter.

4. Area and Frontage Regulations.

- a. The minimum Old Willard Township Infill lot size shall be no less than fifteen-thousand-five hundred (15,500) square feet.
- b. The minimum lot width for any Old Willard Township Infill lot shall not be less than eighty-five (85) feet at the front yard setback line, however, a corner Infill lot width shall not be less than One-hundred (100) feet at the front yard setback line.

5. Yard Regulations.

- a. Lot Coverage. All buildings, including accessory buildings, shall not cover more than 25~~thirty~~ percent (25~~30~~%) of the area of the lot.
- b. Old Willard Township Infill Homes shall be setback from property lines as follows:
  - (1) Front yard setbacks. The front setback from the street for any dwelling situated between two existing dwellings (a) on the same side of the street, (b) located within 150 feet of each other, and (c) located less than thirty feet from the front property line may be reduced twenty (20') feet or the same as the average for said two existing dwellings, whichever is the greater setback distance. Attached garages shall be setback a minimum often (10') feet from the front main wall of the dwelling.
  - (2) Side yard setbacks. Infill dwellings with a detached rear yard garage are required to have a minimum twelve (12') foot side yard from the side property line, to accommodate a driveway to the required rear parking. The opposite side yard setback is a minimum of fifteen (15) feet. Rear yard detached garages shall be set back a minimum of five (5') feet from the side property line. Side yard attached garages shall be setback no less than ten (10) feet from the side property line. Infill corner dwellings shall have a minimum of thirty (30') side yard setback from the street property line to the house or detached garage.
  - (3) Rear yard setback. All dwellings shall be located at least 30 feet from the rear property line. All dwellings shall be located at least 10 feet from the door face of any detached garage, with no other point of the garage located closer than 10 feet to the dwelling. Detached garages shall be located at least 10 feet from the rear property line.

(4) Setbacks for the Old Willard Township Infill lots shall be measured from the property line to the foundation of the building, with the exception of interior side yard setbacks which will be measured from any cantilever or bay window, etc., which extends past the foundation of the building.

6. Application of Other Regulations. Unless otherwise provided in this section, Old Willard Township Infill developments shall conform to the requirements of the Willard City Zoning Ordinance, other Willard City Ordinances, and applicable law.

7. Waiver of Regulations. Where, upon application by the developer and upon recommendation of the Willard City Planning Commission, City Engineer, and Flood Control Board, and in the opinion of the Willard City Council, the literal enforcement of the design and improvement standards in the Old Willard Township area would result in an unreasonable utilization of land, or undue hardship, due to unique circumstances, waivers may be issued from one or more of the design and improvement standards according to the following procedure:

- a. Application for a waiver shall include:
  - (1) A description of the land to be subdivided;
  - (2) An identification of the ordinance provision for which the variance is requested;
  - (3) A description of the peculiar physical conditions pertaining to the land in question, and which do not pertain to other lands in the Old Willard Township area;
  - (4) A description of the hardships, which will accrue to the detriment of the property or property owner, if the requested variance is not granted;
  - (5) Any supporting materials intended to be presented as evidence of unreasonable utilization of land, or undue hardship, due to unique circumstances.
- b. The application shall be submitted to the planning commission for review and comments at the next regularly scheduled meeting of the planning commission.
- c. The planning commission shall review the waiver application at a regularly scheduled meeting, and shall submit its recommendations for approval or disapproval of such application to the Willard City Council.
- d. Subsequent to the planning commission's recommendation, the City Council shall approve or deny the waiver application.
- e. Waiver shall be granted only if the City Council makes a finding upon the record that:
  - (1) The issuance of the waiver will be in the interest of the public safety, health, or welfare;
  - (2) Describing the peculiar physical conditions pertaining to the

land in question, and which do not pertain to other lands in the Old Willard Township area; and,

(3) A description of the hardships, which will accrue to the detriment of the property or property owner, if the requested variance is not granted.

8. In addition, any parcel within the Old Willard Zone that fronts directly upon U.S. Highway 89 may establish and operate any use listed as a permitted use in Section 24.48.030 (Commercial Zone Permitted Uses). Such uses shall comply with the development standards of the Old Willard Zone, provided that multifamily residential dwellings shall not be permitted under this subsection.

**SECTION 5:** **AMENDMENT** “24.08.140 Maximum Height Of Accessory Buildings” of the Willard City Zoning Code is hereby *amended* as follows:

AMENDMENT

24.08.140 Maximum Height Of Accessory Buildings

No building which is accessory to a one-family, two-family, three-family or four-family dwelling shall be erected to a height greater than 25 feet in height or the height of the principal structure, whichever is less ~~one story or twenty feet~~. For Accessory Dwellings refer to the height regulations in Section 24.96 of the Willard City Zoning Code.

The following bids were received for irrigation water on January 9, 2026:

Ditch 2:

Mike Braegger – 5 acres x \$22.00/acre = \$110.00

Kenny Braegger – 5 acres x \$30.00/acre = \$150.00

Ditch 3:

Benjamin Jake – 5 acres x \$27.00/acre = \$135.00

Kenny Braegger – 15 acres x \$30.00 = \$450.00

Ditch 4

Travis Mote – 20 acres x \$22.00 = \$440.00

We recommend that the following bids be approved:

Ditch 2 – Kenny Braegger for \$150.00

Ditch 3 – Kenny Braegger for \$450.00

Ditch 4 – Travis Mote for \$440.00

**Resolution No. 2026-02**

**RESOLUTION OF WILLARD CITY COUNCIL SUPPORTING WILLARD'S INVOLVEMENT WITH BOX ELDER COMMUNICATIONS CENTER FOR EMERGENCY DISPATCH SERVICES; AUTHORIZING THE MAYOR TO SIGN THIS RESOLUTION; AND, PROVIDING FOR AN EFFECTIVE DATE.**

**SECTION I – RECITALS:**

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

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to adoption of policies and procedures for certain boards and organizations of the City; and,

WHEREAS, Willard City is involved with and connected to the Box Elder Communications Center for emergency dispatch services for the City's Police and Fire Departments; and

WHEREAS, recently, there have been several cities in Box Elder County that have decided to utilize Weber Area 911 for their emergency dispatch services instead of Box Elder Communications Center; and

WHEREAS, because of questions from the public and citizens of Willard City, the City Council finds that it is necessary to address questions about whether Willard City will also move to Weber Area 911 for emergency dispatch services; and

WHEREAS, at this time, the City Council has researched its options and wishes to support the City's continued involvement with Box Elder Communications Center; and

WHEREAS, the City Council wishes to provide reasons for the City Council's support of the City's continued involvement with Box Elder Communications Center, which reasons are outlined and attached as Attachment "A" to this Resolution; and

WHEREAS, at this time, the City Council wishes to adopt this proposed Resolution along with the attached Attachment "A"; and

WHEREAS, the City finds that the public convenience and necessity requires the actions herein contemplated,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willard City as follows:

1. The Willard City Council fully supports the City's continued involvement with Box Elder Communications Center for emergency dispatch services for the City's Fire and Police Departments and provides the reasons for such support

and involvement as outlined and attached as **Attachment "A"** and fully incorporated by this reference.

2. The Mayor is authorized to sign this Resolution.
3. The foregoing recitals are fully incorporated herein.

**SECTION III. PRIOR ORDINANCES AND RESOLUTIONS:**

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

**SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:**

All orders, and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order, or resolution, or part thereof, heretofore repealed.

**SECTION V - SAVINGS CLAUSE:**

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of Willard City.

**SECTION VI. DATE OF EFFECT**

This Resolution shall be effective immediately upon its passage on the 18<sup>th</sup> day of February 2026.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WILLARD CITY, STATE OF UTAH,  
on this 18<sup>th</sup> day of February 2026.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Jacob Bodily	_____	_____	_____	_____
Rod Mund	_____	_____	_____	_____
Mike Braegger	_____	_____	_____	_____
Rex Christensen	_____	_____	_____	_____
Jordon Husley	_____	_____	_____	_____

WILLARD CITY

\_\_\_\_\_  
Mayor Travis Mote

ATTEST:

\_\_\_\_\_  
Diana Mund, City Recorder

## **ATTACHMENT “A”**

**Attached to Resolution 2026 - 02**

**Reasons for Willard City’s Support and Continued Involvement in Box Elder  
Communications Center for Emergency Dispatch Services**

## **Reasons for Willard City's Support and Continued Involvement in Box Elder Communications Center for Emergency Dispatch Services**

### **Reasons to Stay with Box Elder Communication Center**

#### **1. No Additional Cost for Dispatch Services**

- The current dispatch center provides current services without adding new or ongoing fees.
- Staying with Box Elder Communication Center avoids introducing an additional recurring expense into the budget for dispatch calls.

#### **2. Strong Local Knowledge**

- Current dispatchers are familiar with Box Elder County and Willard City:
  - Local streets, landmarks, rural routes, and private roads
  - Common call locations and high-risk areas
- This local knowledge helps ensure faster and more accurate responses.

#### **3. Faster Emergency Response Times**

- Familiarity with Box Elder County and Willard City allows dispatchers to process calls quickly and efficiently.
- Units are directed accurately without unnecessary delays.

#### **4. Proven Reliability and Performance**

- Box Elder Communication Center has an established track record of dependable service.
- Box Elder Communication Center's procedures and communication systems have been tested and are trusted.

#### **5. Strong Relationships with Local Responders**

- The Box Elder Communication Center Dispatchers have current and long-standing working relationships with local police, fire, and EMS, including Willard City.
- Clear communication and mutual understanding with local responders improves coordination with all entities during emergencies.

#### **6. Consistency and Stability**

- Remaining with Box Elder Communication Center avoids disruption, confusion, delayed response times, and transition risks.
- Residents and responders continue receiving consistent and reliable emergency dispatch service.

#### **7. Community Connection and Accountability**

- Local dispatchers understand the rural community of Box Elder County and Willard City and these communities' needs and issues.
- Issues can be addressed quickly through existing leadership and oversight.

## **Reasons Not to Move to Weber Area 911 Dispatch Center**

### **1. New Cost for Dispatch Services**

- Moving to a new dispatch center, which is a special service district, would require paying different fees for dispatch services that are already currently being provided without this added expense.
- Additional expenses would also include requiring the purchase of encrypted radios for officers and vehicles because of the different radio system used by Weber 911.
- These costs create an ongoing financial burden with no clear improvement in service quality.

### **2. Loss of Local Knowledge**

- Dispatchers who are not familiar with the Box Elder County and Willard City may struggle with:
  - Local street names, landmarks, and shortcuts
  - Rural locations, private roads, and common problem areas
- This lack of familiarity can lead to slower response times during emergencies.

### **3. Impact on Response Time**

- Dispatchers without local knowledge may need to rely more heavily on maps or GPS systems, which can delay call processing.
- Even small delays can have serious consequences in emergency situations.

### **4. Training and Transition Challenges**

- New dispatchers would require extensive training to learn Box Elder County and Willard City and local procedures and processes.
- During the transition period to Weber Area 911, service quality could decline.

### **5. Risk to Public Safety**

- Confusion about locations or jurisdiction boundaries within Box Elder County increases the risk of sending the wrong resources.
- Public safety could be negatively impacted during critical incidents.

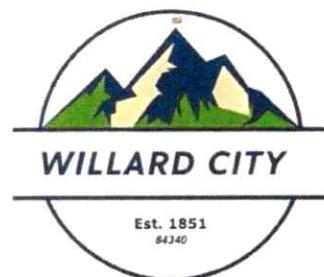
### **6. Reduced Accountability and Community Connection**

- An unfamiliar dispatch center will lack the strong community ties to local responders and emergency services leaders that current local dispatchers have.
- Because of experience in the area, local dispatchers understand recurring issues and high-risk locations.

## Staff Review Memo

1/21/2026

Amy F. Hugie, City Attorney



### Boundary Adjustment

<b>Request:</b>	Adjust Northern Municipal Boundary between Willard and Perry
<b>Property Location:</b>	3630 S 1200 W (200 W)
<b>Property Zone:</b>	A-5
<b>Property Size:</b>	53.854 acres
<b>Applicant:</b>	Pat Burns (Lync), Chad Braegger (Resident), Perry City, Willard City
<b>Governing Document(s):</b>	Boundary Adjustment
<b>Decision Type:</b>	Legislative
<b>Staff Recommendation:</b>	

### I. BACKGROUND

**Late 2025** – A municipal boundary adjustment was proposed. Reeve and Associates prepared a parcel adjustment plat transferring all property south of Chad Braegger's property and north into Perry City (listed below). A small parcel would transfer to Willard to give it proper frontage and a Willard address.

**October 9, 2025** – The City Council approved Resolution 2025-16B, indicating Perry City's intent to adjust the common municipal boundary. A public hearing was scheduled for January 8, 2026. Public notices were mailed to affected parties (see below) and posted at the Willard City Office, on the Utah Public Notice website, Willard City's website, and at the Post Office on **November 12, 2025**.

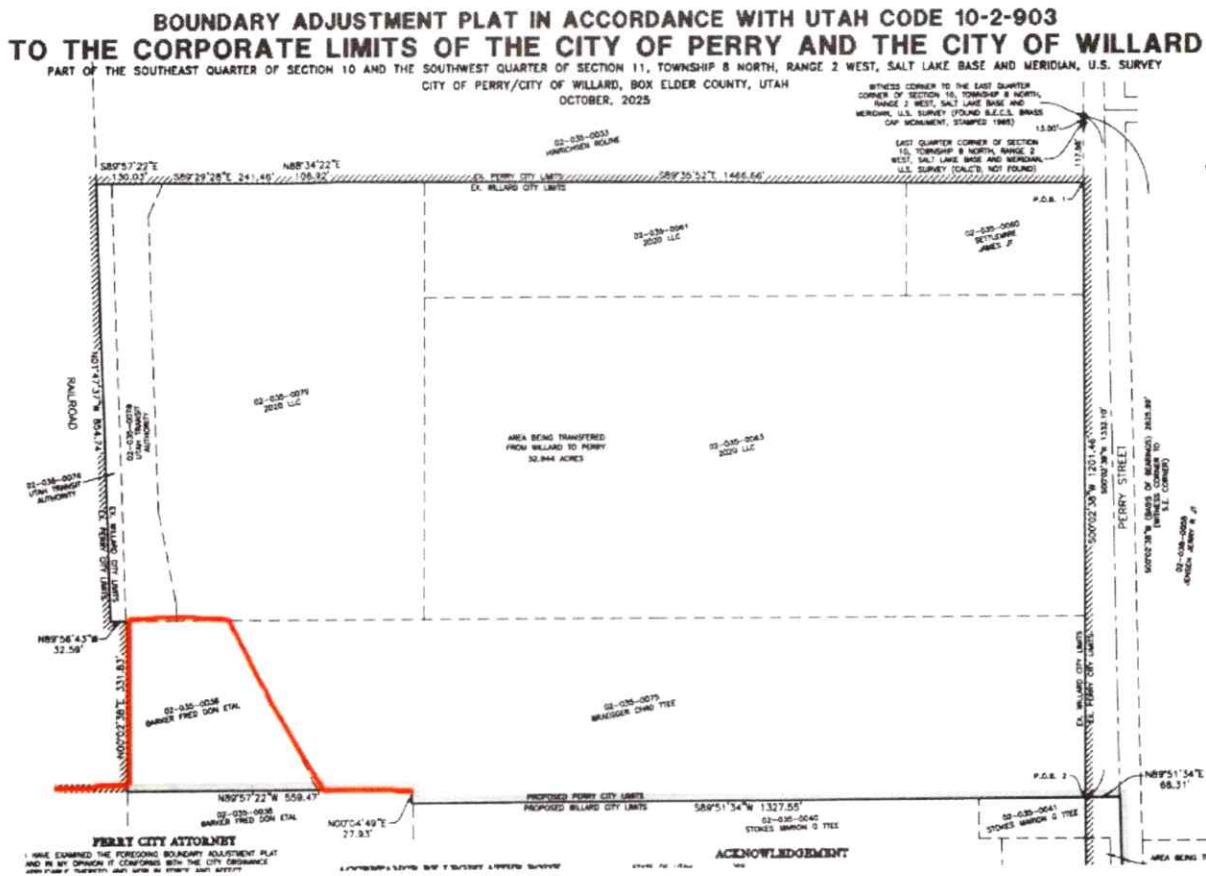
**Affected parties:**

- James Settlemire (02-035-0060)
- Chad Braegger (02-035-0075)
- 2020 LLC – Pat Burns/Lync Development (02-035-0063, 02-035-0079)
- Fred Barker (02-035-0036)
- Eleanor Wells (02-035-0042)
- Marion Wells c/o Larry Holmes (02-035-0041)

- Utah Transit Authority (02-035-0078)

After notices were sent, Debra Barker contacted the City and expressed concern about the boundary adjustment, noting that they want their parcel to remain in Willard City. Because their property will still be contiguous with Willard's boundaries, the plat and legal descriptions can be revised to keep the Barker parcel within Willard City limits. Fred Barker also submitted a written protest regarding the boundary adjustment.

Adjustment (**red**) to keep Barker's parcel within Willard City limits.



**“...written protest to the adjustment is filed by:**

**(i) an owner of private real property that:**

**(A) is located within the area proposed for adjustment;**

**(B) covers at least 25% of the total private land area within the area proposed for adjustment; and**

**(C) is equal in value to at least 15% of the value of all private real property within the area proposed for adjustment; or**

**(ii) a title holder of state-owned real property described in Subsection (3)(b)...”**

While Mr. Barker does own private real property in the proposed boundary adjustment area, his property does not cover at least 25% of the total private land area proposed for adjustment and it does not equal a value of at least 15% of the value of all private real property within the area proposed to be adjusted. His property is also not state-owned.

The City can decide to move forward with the current boundary adjustment which includes Mr. Barker's property, even with his written protest filed.

As for whether the City would have to start over if the City Council decided to remove Mr. Barker's property, the Utah Code does not explicitly state that Willard would need to start over. The Utah Code is in fact silent regarding that issue. It just speaks to making sure that there is sufficient public notice and a public hearing of the boundary adjustment. It does not specifically state that Willard City would need to start over if the City Council removed a property from the boundary adjustment. How to proceed would be a policy decision that the City Council needs to decide.

**The City Council's options are:**

- 1. Start over by voting to deny this current boundary adjustment. Then at the next meeting pass a new Resolution with a new boundary description and a new map showing Mr. Barker's property excluded, notice up another public hearing, hold the new public hearing, and then vote on the ordinance regarding the amended boundary adjustment.**
- 2. Vote to approve this current boundary adjustment without removing Mr. Barker's property.**
- 3. Vote to amend the current boundary adjustment to remove Mr. Barker's property. The City Council can take this action because there has been a public notice regarding all of the property including Mr. Barker's property so the public has had a chance to respond. The City would not need to start over.**

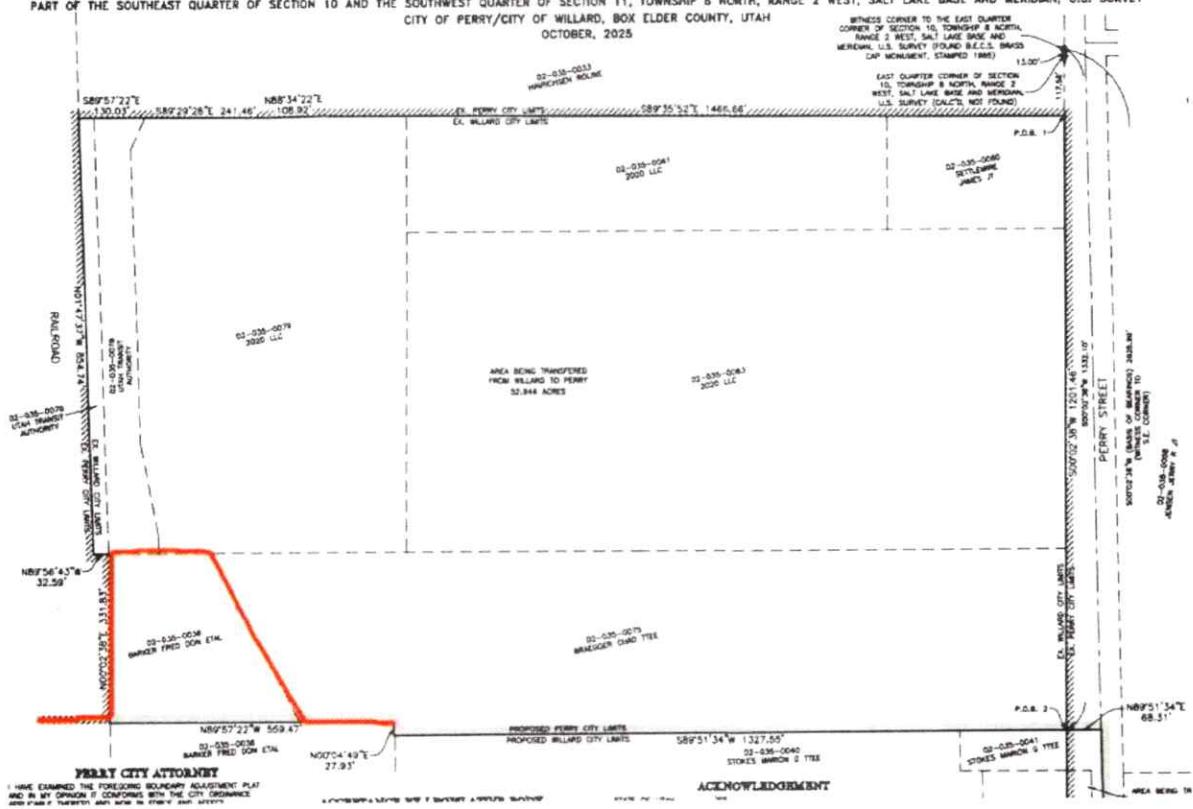
I cannot speak for what Perry City would need to do if Willard removed Mr. Barker's property, since Perry City voted to approve the current boundary adjustment on December 22, 2025. I

left a message today for Bill Morris, Perry City's Attorney, to discuss the and will hopefully have that answer by Thursday, January 22, 2026.





PART OF THE SOUTHEAST QUARTER OF SECTION 10 AND THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 8 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY  
CITY OF PERRY/CITY OF WILLARD, BOX Elder COUNTY, UTAH  
OCTOBER, 2025  
WITNESSES CERTIFIED TO THE EAST SURVEY  
COMMISSIONER OF TOWNSHIP 8 NORTH,  
NAME: J. MEST, SALT LAKE BASE AND  
MERIDIAN, U.S. SURVEY



**FERRY CITY ATTORNEY**

The surrounding zoning and land uses are as follows:

Direction	Zone	Current Use
North	Perry – Agriculture Limited	Agriculture
East	Perry – Low-Density Residential 1/3 acre	Residential
South	Willard – Agriculture 5 acres	Agriculture
West	Perry – Manufacturing/Industrial	Agriculture

Hydro 1 Bunnell Aug 2001 Final

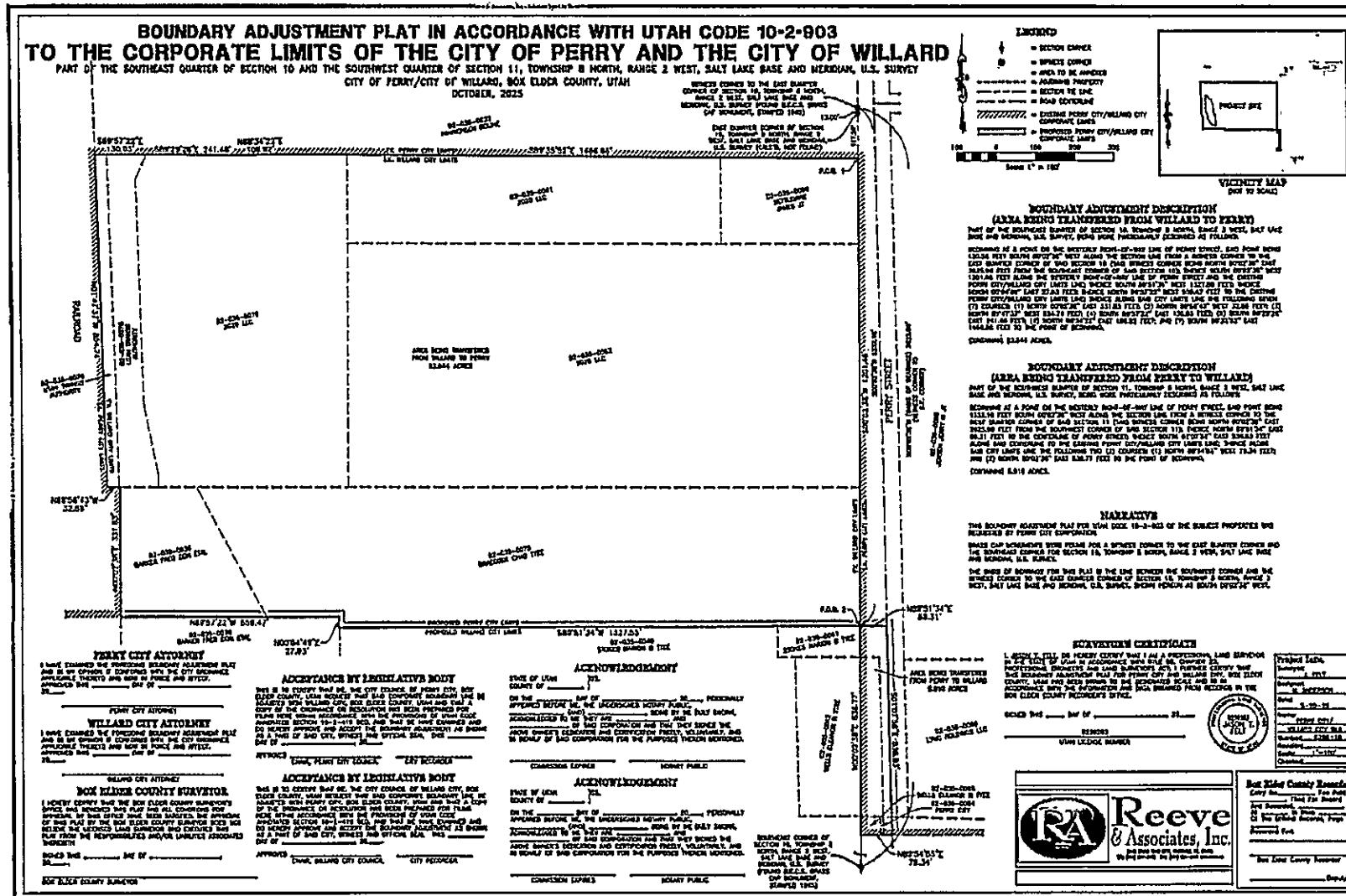


Figure 1 Resolution 2025-16B

WILLARD CITY  
RESOLUTION NO. 16 B

## BOUNDARY ADJUSTMENT WITH PERRY CITY

A RESOLUTION OF WILLARD CITY, UTAH, INDICATING THE INTENT OF PERRY CITY TO ADJUST A COMMON BOUNDARY WITH WILLARD CITY.

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

WHEREAS, Perry City is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, Utah Code Annotated §10-2-903, 1953 as amended, provides a procedure for two or more municipalities to adjust a common boundary;

WHEREAS, Utah Code Annotated §10-2-903 (2) requires each municipality intending to adjust its common boundaries to adopt a resolution indicating its intent to adjust boundaries;

WHEREAS, Willard City and Perry City seek to comply with state law and intend to adjust a common boundary by adopting this Resolution for this purpose of intent:

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Willard City that Willard City intends to adjust a common boundary with Perry City in accordance the map set forth in Exhibit "A" attached hereto and incorporated herein by this reference as the area intended for boundary adjustment

**IT IS FURTHER RESOLVED**, that the City Council, as required by law, hereby sets a Public Hearing for this matter to be held at its regular meeting on Oct. 9, 2025, at 7:00 PM, and directs staff to provide notice of said Public Hearing as provided in Utah Code Annotated §10-2-903 (3) and (4).

PASSED AND ADOPTED by the City Council on this 9 day of October, 2025.

WILLARD CITY:

Mayor

ATTEST



PERRY CITY  
RESOLUTION NO. 2025-20

BOUNDARY ADJUSTMENT WITH WILLARD CITY

**A RESOLUTION OF PERRY CITY, UTAH, INDICATING THE INTENT OF  
PERRY CITY TO ADJUST A COMMON BOUNDARY WITH WILLARD CITY.**

**WHEREAS**, Perry City is a municipal corporation duly organized and existing under the laws of the State of Utah;

**WHEREAS**, Willard City is a municipal corporation duly organized and existing under the laws of the State of Utah;

**WHEREAS**, Utah Code Annotated §10-2-903, 1953 as amended, provides a procedure for two or more municipalities to adjust a common boundary;

**WHEREAS**, Utah Code Annotated §10-2-903 (2) requires each municipality intending to adjust its common boundaries to adopt a resolution indicating its intent to adjust boundaries;

**WHEREAS**, Perry City and Willard City seek to comply with state law and intend to adjust a common boundary by adopting this Resolution for this purpose of intent;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Perry City that Perry City intends to adjust a common boundary with Willard City in accordance the map set forth in Exhibit "A" attached hereto and incorporated herein by this reference as the area intended for boundary adjustment.

**IT IS FURTHER RESOLVED**, that the City Council, as required by law, hereby sets a Public Hearing for this matter to be held at its regular meeting on November 13, 2025, at 7:00 PM, and directs staff to provide notice of said Public Hear as provided in Utah Code Annotated §10-2-903 (3) and (4).

PASSED AND ADOPTED by the City Council on this 9th day of October, 2025.

PERRY CITY:

\_\_\_\_\_  
Mayor

VOTING:

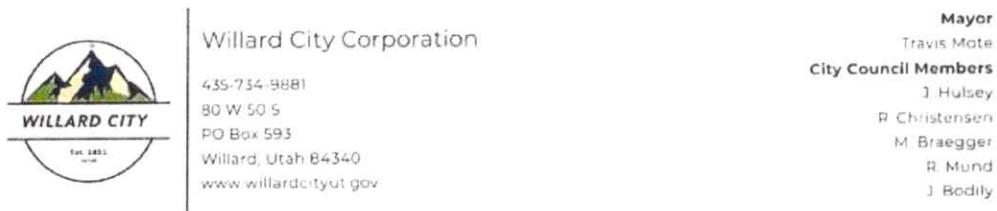


Tueller	Yea X Nay ____
Wright	Yea X Nay ____
Ostler	ABSENT
Walker	Yea X Nay ____
Young	ABSENT

ATTEST:

\_\_\_\_\_  
Shanna Johnson  
City Recorder

Figure 2 Public Hearing Notice



## Notice of Public Hearing – Boundary Adjustment - CORRECTED

In accordance with Utah Code Section 10-2-903, the Willard City Council adopted a Resolution indicating its intent to adjust a common boundary with Perry City. Willard City Council will hold a Public Hearing on **Thursday, January 8, 2026, at 6:30 p.m.** at the City Office, 80 W 50 S, Willard, Utah, to receive public comments on this proposed boundary adjustment. The City Council will adjust the boundaries unless, at or before this public hearing, written protests are filed by the owners of real property that: 1) are located in the area proposed for adjustment, 2) cover at least 25% of the total private land area within the area proposed for adjustment, and 3) is equal to at least 15% of the value of all private real property within the area proposed for adjustment, or 4) a title holder of state-owned property. The area that is the subject of boundary adjustment will, because of the boundary adjustment, be automatically annexed to or removed from any local district providing fire protection, paramedic, and emergency services as provided in state law, only as may be relevant to this proposed boundary adjustment. The area of the proposed boundary adjustment is legally described as follows:

### AREA BEING TRANSFERRED FROM WILLARD TO PERRY:

PART OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 8 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF PERRY STREET, SAID POINT BEING 130.58 FEET SOUTH 00°02'38" WEST ALONG THE SECTION LINE FROM A WITNESS CORNER TO THE EAST QUARTER CORNER OF SAID SECTION 10 (SAID WITNESS CORNER BEING NORTH 00°02'38" EAST 2625.99 FEET FROM THE SOUTHEAST CORNER OF SAID SECTION 10); THENCE SOUTH 00°02'38" WEST 1201.46 FEET ALONG THE WESTERLY RIGHT-OF-WAY LINE OF PERRY STREET AND THE EXISTING PERRY CITY/WILLARD CITY LIMITS LINE; THENCE SOUTH 89°51'34" WEST 1327.55 FEET; THENCE NORTH 00°04'49" EAST 27.93 FEET; THENCE NORTH 89°57'22" WEST 559.47 FEET TO THE EXISTING PERRY CITY/WILLARD CITY LIMITS LINE; THENCE ALONG SAID CITY LIMITS LINE THE FOLLOWING SEVEN (7) COURSES: (1) NORTH 00°02'38" EAST 331.83 FEET; (2) NORTH 89°56'43" WEST 32.59 FEET; (3) NORTH 01°47'37" WEST 854.74 FEET; (4) SOUTH 89°57'22" EAST 130.03 FEET; (5) SOUTH 89°29'28" EAST 241.46 FEET; (6) NORTH 88°34'22" EAST 108.92 FEET; AND (7) SOUTH 89°35'52" EAST 1466.66 FEET TO THE POINT OF BEGINNING.

CONTAINING 52.944 ACRES.

### AREA BEING TRANSFERRED FROM PERRY TO WILLARD:



Willard City Corporation

435-734-9881  
29 W 50 S  
PO Box 593  
Willard, Utah 84340  
[www.willardcityut.gov](http://www.willardcityut.gov)

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

PART OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 8 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF PERRY STREET, SAID POINT BEING 1332.10 FEET SOUTH 00°02'38" WEST ALONG THE SECTION LINE FROM A WITNESS CORNER TO THE WEST QUARTER CORNER OF SAID SECTION 11 (SAID WITNESS CORNER BEING NORTH 00°02'38" EAST 2625.99 FEET FROM THE SOUTHWEST CORNER OF SAID SECTION 11); THENCE NORTH 89°51'34" EAST 68.31 FEET TO THE CENTERLINE OF PERRY STREET; THENCE SOUTH 01°07'58" EAST 536.83 FEET ALONG SAID CENTERLINE TO THE EXISTING PERRY CITY/WILLARD CITY LIMITS LINE; THENCE ALONG SAID CITY LIMITS LINE THE FOLLOWING TWO (2) COURSES: (1) NORTH 89°54'55" WEST 79.34 FEET; AND (2) NORTH 00°02'38" EAST 536.77 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.910 ACRES.

CERTIFICATE OF POSTING

I hereby certify that the foregoing Notice was duly posted as required by State Law and posted on the Utah Public Notice Website:

Theresa Drago DATE: 11/10/05  
Deputy Recorder

Figure 4 Draft Interlocal Agreement

**INTERLOCAL AGREEMENT  
FOR THE PROVISION OF SEWER SERVICES  
TO CERTAIN WILLARD CITY PROPERTIES  
(DRAFT)**

THIS AGREEMENT, which is effective as of the date of full execution by the Parties, is entered into by and between Willard City and Perry City, both being a body politic and political subdivision of the State of Utah (collectively referred to as the "Parties").

**RECITALS**

**WHEREAS**, Title 11, Chapter 13, Utah Code Annotated, 1953, as amended, commonly known as the Interlocal Cooperation Act, authorizes public agencies to enter joint agreements for their mutual benefit; and

**WHEREAS**, the parties hereto are public agencies as defined by the Interlocal Cooperation Act; and

**WHEREAS**, Willard City and Perry City are neighboring municipalities with a shared boundary on Willard City's north side and Perry City's south side; and

**WHEREAS**, the Legislative Body for each of the Parties have determined that it is in the best interest of the public for Perry City to provide sewer collection and treatment services to certain properties within Willard City that are near the Willard/Perry city boundaries;

**NOW THEREFORE**, for the reasons recited above, and in consideration of the mutual covenants and agreements contained herein, County and District, do mutually agree and undertake as follows:

**TERM**

- A. This Agreement shall be for a period of 50 years, commencing on the effective date of this Agreement, unless otherwise terminated as herein provided.
- B. This Agreement may be extended according to the amendment provisions noted below.

**SCOPE OF SEWER SERVICES**

- A. Perry City shall provide sewer collection and treatment services to certain properties located within Willard City (the "Properties"), which are described and illustrated in Exhibit A of this Agreement.
- B. Perry City sewer standards and regulations shall apply to the Properties. Perry City shall be responsible for inspecting the sewer facilities connecting the Properties to Perry City's sewer system and enforcing all laws and regulations applicable to such sewer facilities as though such Properties and accompanying facilities are located within Perry City boundaries.

### **COMPENSATION**

- A. To compensate for the provision of sewer collection and treatment services, Perry City may charge the owners of the Properties a service fee that is equal to the rate that Perry City charges its own residents.
- B. Additionally, Willard City will pay Perry City [insert proportional amount of other revenue, e.g. property tax], which is the amount that Willard City will receive from these Properties that would have been apportioned to Willard City's sewer facilities/system.

### **TERMINATION**

- A. This agreement may be terminated by mutual agreement of the Parties.
- B. Perry City may terminate this agreement by providing at least a 1-year written notice to Willard City. Prior to the termination date, Perry City shall, at its own expense, disconnect the sewer facilities of the Properties from Perry City's sewer system and shall connect such Properties to Willard City's sewer system in accordance with Willard City's applicable standards and regulations and all other applicable laws. As such, these connections are subject to Willard City's inspection and approval before the Agreement is terminated. If this process takes longer than the 1-year notice provided by Perry City, then the termination date shall be adjusted accordingly until such process is completed.
- C. Willard City may terminate this agreement by providing at least a 1-year written notice to Perry City. Prior to the termination date, Willard City shall, at its own expense, disconnect the sewer facilities of the Properties from Perry City's sewer system and shall connect such Properties to Willard City's sewer system in accordance with Willard City's applicable standards and regulations and all other applicable laws. If this process takes longer than the 1-year notice provided by Perry City, then the termination date shall be adjusted accordingly until such process is completed.
- D. If either party terminates this Agreement in accordance with the provisions above, then both parties shall cooperate in good faith with one another and shall not unreasonably withhold inspections and approvals necessary to effect the change in sewer systems.

[Miscellaneous Provisions to follow... e.g. indemnification, amendment by mutual agreement, government immunity act, choice of law, etc.]

## **II. STAFF REVIEW**

Staff's review of the proposed municipal boundary adjustment as it pertains to the requirements of the Willard City Zoning Code and Utah State Municipal Code is as follows:

### **City Engineer**

[Insert comments]

### **City Planner**

Lync Construction has offered several options for providing utility services to this subdivision:

- Extending water and sewer lines from 750 N (approximately 1.4 miles)
- Entering into interlocal agreements with Perry City
- Pursuing a municipal boundary adjustment

At this stage, the City needs to determine which path it supports. Both Lync Construction and Willard City have conducted due diligence on existing utilities and site conditions. Constructing a sewer line could involve significant costs for the developer. While the developer is responsible for funding and installing the utilities needed to serve the subdivision, the City becomes responsible for ongoing operation, maintenance, and repair once those utilities are dedicated to the City. The City should also be reasonable in working with developers when unique situations or site-specific circumstances arise. If an interlocal agreement is not the preferred approach, a boundary adjustment remains a reasonable alternative.

### **City Manager**

[Insert comments]

### **City Attorney**

There are no legal concerns at this time with either adjusting the boundary or entering into an interlocal agreement with Perry. On December 22, 2025, after a public hearing, Perry voted to adjust the boundary.

### **General Plan Consistency**

*Land Use Action Table, Objective 1.3B: "To promote efficiencies and to ensure all required services are available at levels sufficient to meet the demands and needs of all proposed developments, the availability of culinary water and sanitary sewer capacities, facilities and services shall be determined and provided concurrent with the anticipated demand for culinary water and sanitary sewer service and at the required capacity."*

FERRY CITY

SO0.02°38'W 1332.10'

SO0.02°38'W 1201.46'

EX. WILLARD CITY LIMITS  
EX. PERRY CITY LIMITS

02-035-0063  
2020 LLC

FERRED  
PERRY  
;

02-035-0075  
BRAECKER CHAD TTEE

## Sources

- Rezone application 1/3/2024
  - [Application for Half Acre Zone 1-3-24.pdf](#)
- SLUA 1/18/2024
  - [1-18-2025 Mins SLUA.pdf](#)
- Planning Commission 2/1/2024
  - [2-1-2024 Mins PC.pdf](#)
- SLUA 4/25/2024
  - [4-25-2024 Mins SLUA.pdf](#)
- Planning Commission 6/6/2025
  - [6-6-2025 Mins PC.pdf](#)
- City Council 6/27/2025
  - [6-27-2025 Mins CC.pdf](#)
- Work Session 7/8/2025
  - [7-8-2024 Work Session Mins CC.pdf](#)
- City Council 7/25/2025
  - [7-25-2024 Mins CC.pdf](#)
- Work Session 8/7/2025
  - [08-05-2025 Work Session.pdf](#)
- City Council October 9, 2025
  - [10-09-2025 Mins CC.pdf](#)
- Resolution 2025-16B
  - [Resolution 2025-16B Intent of Boundary Adjustment.pdf](#)
- Draft Interlocal Agreement
  - [2024.11.05 Draft Interlocal Provisions for Perry and Willard City - Sewer Services.pdf](#)
- Utah State Code 10-2-9
  - [C10-2-P9 2025050720250507.pdf](#)



Willard City Corporation

435-734-9881  
80 W 50 S  
PO Box 593  
Willard, Utah 84340  
[www.willardcityut.gov](http://www.willardcityut.gov)

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

# City Council Meeting

Meeting minutes  
January 22, 2026

## Council Meeting Minutes

6:30 p.m. City Council Room

### Elected Officials

Mayor Travis Mote  
Councilmember Jordan Hulsey  
Councilmember Rex Christensen  
Councilmember Jacob Bodily  
Councilmember Rod Mund  
Councilmember Mike Braegger

### Others Present

Jeremy Kimpton, City Manager  
Amy Hugie, City Attorney  
Diana Mund, Interim City Recorder  
Chief Theron Fielding, Police Chief  
Fire Chief, Van Mund  
Payden Vine, Public Works Director

### Public

Diana Baker  
Doug Younger  
Carl & Rebecca Dilg  
Alex Owens  
Austin Jenkins  
Ashlee Crawley  
Mark & Lynn Murphy  
Chad Braegger  
Pat Burns  
Steve Spencer

## 1. Call to Order

The Willard City Council meeting of January 22, 2026, was called to order.

### **a. Invocation**

Councilmember Mund led the invocation.

### **b. Pledge of Allegiance**

The Pledge of Allegiance was led by Councilmember Braegger.

### **c. Conflict of interest declaration**

No conflicts of interest were declared by council members.

## **2. Public Presentation**

Three residents addressed the council during the public comment period:

Diana Baker of 276 West Center Street expressed concerns about inconsistencies in subdivision approvals and changing standards. She described several situations where subdivision rules appeared to be selectively applied, including changes to the number of houses allowed in subdivisions (from 20 to 25 and now 30), issues with emergency exit roads, and requirements for street development. She noted that some developers seemed to get approval despite not meeting criteria, while others were turned down. Ms. Baker stated that residents were frustrated with these perceived inconsistencies, which was why many no longer attended meetings.

Steve Spencer of 124 West 370 South raised concerns about the chip seal on 370 South. He explained that loose rocks from the road surface were damaging his vehicle's paint and creating potential safety hazards for motorcyclists. Mr. Spencer noted that despite inquiries to have the road swept, including promises that it would be addressed last spring, the situation remained unresolved after nearly two years. The mayor acknowledged the issue and mentioned that a routine sweeping plan was being developed.

Warren Murphy of 80 West 100 South expressed concerns about not being able to address items that are on the agenda during public comment. He suggested the council should develop a system to allow public input on agenda items. The Mayor and City Attorney Amy Hugie explained that this would violate open meetings law requirements for proper noticing, and suggested citizens contact council members directly with concerns before meetings.

## **3. Planning Commission Report**

Planning Commission member Diana Baker reported on recent Planning Commission activities, noting discussions about ADUs (Accessory Dwelling Units), building heights, and efforts to standardize ordinances. She also mentioned that Terry Ross's barber shop ordinance had expired after 10 years, requiring him to build an actual building for his business.

## **4. Items Tabled from January 8, 2026, meeting**

### **a. Discussion and possible approval of Ordinance 2026-01**

Council discussed the boundary line adjustment between Perry and Willard. The mayor explained that Perry had requested no action be taken tonight. Council members expressed concerns about the benefit to Willard City in this boundary adjustment, with Councilmember Bodily noting that he didn't see any advantage to Willard in the proposal.

Several council members expressed support for removing Fred Barker's property from the proposed adjustment at the property owner's request. The council requested to see a wider view map showing the entire boundary adjustment and how it relates to other important areas like the inland port and railroad tracks.

Motion: Councilmember Mund moved to table the item until the next meeting. Councilmember Bodily seconded. Motion carried unanimously.

## **b. Discussion with Republic Garbage representatives**

Ashley Crawley and Austin Jenkins from Republic Services addressed the Council regarding damaged garbage cans and service complaints. Mr. Jenkins explained their policy on missed garbage pickups, stating they never refuse to return for a missed can regardless of whether it was the resident's or driver's fault.

The representatives discussed damaged can issues, noting they were working to adjust their truck grabbers to be gentler on cans. They explained that certain can manufacturers had design issues that made them more susceptible to damage, particularly around the lid connection points. They confirmed that garbage cans typically come with 10-year warranties, though some brands offer only 5-year coverage.

The representatives discussed options for Willard City to purchase cans through Republic at a significant discount (approximately \$70-80 per can versus \$130-150 retail). They also offered to help with can management, including collection of damaged cans for recycling and handling resident complaints directly.

## **c. Discussion regarding ownership of garbage cans and proposed ordinance amendments**

City Manager Kimpton presented a draft garbage can ordinance for discussion. Key points included:

- The city would own and maintain garbage cans
- Provisions requiring a minimum 6-month commitment for additional containers
- An initial fee for new service was discussed but not yet included in the draft

Council members discussed adding a startup fee for new garbage service to help offset costs. There was also discussion about reducing the penalties in the ordinance from a Class B to a Class C misdemeanor, as some council members felt the proposed penalties were excessive.

The council directed staff to make revisions to the ordinance and schedule a public hearing for the next meeting. The revisions would include adding an initial service fee and reducing the penalty provisions to Class C misdemeanors focused specifically on prohibited activities rather than all provisions of the ordinance.

## **5. New Business**

### **a. Re-appointment of Sewer Board Members Councilmen Mund and Christensen**

Motion: Councilmember Braegger moved to appoint Councilmen Rodney Mund and Rex Christensen to the Sewer Board as council representatives. Councilmember Bodily seconded. The motion passed with all members voting in favor during a roll call vote.

### **b. Annual Open and Public Meetings Act Training - Amy Hugie City Attorney**

City Attorney Amy Hugie provided the required annual training on the Open and Public Meetings Act. Key points covered included:

- All meetings of public bodies must be open to the public unless specifically allowed to be closed
- Requirements for public notice (24 hours minimum)
- Minutes and recordings requirements
- Proper procedures for closed meetings
- Prohibitions against electronic discussions (text/email) of city business between council members
- Criminal penalties for violations (Class B misdemeanor)

Council members asked questions about public comments on agenda items, with Councilmember Hulsey expressing concern about limitations on public input. City Attorney Hugie explained the legal requirements and potential liability issues, particularly with land use decisions.

## **6. Next Meeting Agenda – February 12, 2026**

Councilmember Hulsey requested that the student citizenship awards be included on the February meeting agenda. The principal of the local school had requested to recognize 3-4 students per grade (approximately 6 students total) at the first council meeting of each month.

## **7. Upcoming events**

No upcoming events were discussed.

## **8. Minutes**

### **a. Approval of December 11, 2025, minutes**

Motion: Councilmember Braegger moved to approve the December 11, 2025 minutes. Councilmember Bodily seconded. The motion carried unanimously.

### **b. Approval of January 8, 2026, minutes**

Motion: Councilmember Christensen moved to approve the January 8, 2026 minutes. Councilmember Bodily seconded. The motion carried unanimously.

## **10. Staff Reports**

### **a. Public Works**

The mayor mentioned plans were being developed for street sweeping.

### **b. Police Department**

It was reported that the Toyota Tundra was up for auction again after not meeting its previous reserve price. The auction was closing the following day with a slightly reduced reserve price.

### **c. Fire Department**

No report was provided

### **d. City Manager**

No report was provided.

### **e. City Planner**

City Manager Kimpton noted there were many planning projects underway but none that required council action at this time.

### **f. City Attorney**

No report was provided.

### **g. City Recorder**

No report was provided.

## **11. Council Member Reports**

**a. Jacob Bodily**

No report was provided.

**b. Rod Mund**

No report was provided.

**c. Mike Braegger**

Councilmember Braegger asked for clarification about Perry's request to delay action on the boundary adjustment. The City Attorney Hugie explained it related to timing requirements for submitting documentation to the Lieutenant Governor's office within 30 days of approval.

**d. Rex Christensen**

No report was provided.

**e. Jordan Hulsey**

Councilmember Hulsey reported on conversations with the school principal regarding the student citizenship awards program, which would begin at the February meeting.

## **12. Mayor's General Correspondence and Information**

The mayor discussed an issue with pre-application consultation meetings. He explained that some developers were requesting multiple meetings with city staff, engineers, and attorneys without submitting formal applications, creating a drain on city resources. The Mayor and City Manager proposed limiting extensive consultations until after an application is submitted, which would allow the city to bill applicants for professional services.

Council members expressed support for this approach, noting that developers should be prepared to invest in their own engineering and legal services as part of the cost of doing business.

## **13. Consideration of Motion to Enter a Closed Session**

Motion: Councilmember Bodily moved to enter a closed session to discuss: (a) the character, professional competence, or physical or mental health of an individual; (c) strategy sessions to discuss pending or reasonably imminent litigation; and (f) discussion regarding deployment of security personnel, devices, or systems. Councilmember Hulsey seconded. The motion passed unanimously in a roll call vote.

The Council entered closed session.

## **14. Motion to close the meeting**

Motion: Councilmember Bodily moved to close the meeting, seconded by Councilmember Mund

The meeting was adjourned