CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 PM JOINT CITY COUNCIL AND PARKS & RECREATION COMMISSION
WORK SESSION
June 20, 2023

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Mayor Mark Shepherd

PRESENT: Councilmember Kent Bush, Councilmember Nike Peterson, Councilmember Vern Phipps, Councilmember Karece Thompson, Commissioner Thomas Mayer, Commissioner Tony DeMille, Commissioner Nancy Austin, Commissioner Jason Linder, Commissioner Connie Dooley, Commissioner Barbara Bloomfield, Commissioner Jim Cordeiro

ABSENT: Councilmember Phipps, Commissioner Matthew Mangum

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Summer Palmer, City Attorney Stuart Williams, Community Services Deputy Director Curtis Dickson, Parks & Open Spaces Manager Ben Frye, Public Works Director Adam Favero, Community Development Director Spencer Brimley, Police Chief Kelly Bennett, Communications Manager Shaundra Rushton, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor

VISITORS: Megan Ratchford, Ashlyn Peterson

Mayor Shepherd opened the meeting at 6:05 p.m.

DISCUSSION ON PARKS AND RECREATION COMMISSION AND CITY COUNCIL GOALS AND PRIORITIES

Summer Palmer, Assistant City Manager, shared an overview of the recent "Growing Water Smart Workshop" (GWS) that City staff had attended at Utah State University where they focused on planning for water resiliency, learned how to integrate land and water strategies for healthy communities, and gathered information about how to build a shared vision and community support. Councilmember Peterson felt it was important to present the information to the Parks and Recreation Commission (PRC) to enable each City commission and council to have a shared vision as they approached policy and future development decisions. Councilmember Bush emphasized the importance of the City being an example for water resiliency efforts and in the implementation of conservation methods. He anticipated areas where the City provided educational examples for residents to learn water-wise practices.

Ms. Palmer outlined the action plan that staff had created after processing the information presented. The action plan included:

- Maintain regular on-going GWS team meetings – include other stakeholders and decision makers
- Meter Replacement – already started but needed to decide if the City wanted to complete at a faster rate. She pointed out there was real revenue loss due to meter

issues.

- Holistic water rate discussion – determining the organization's philosophy on water rates and what the City wanted to incentivize. Group thought they needed to have some education on what changed behavior.
- Education and Outreach – the group learned there was so much information for residents to sift through that it would be helpful to consolidate pertinent information.
- General Plan Updates – Include water-wise elements such as plumbing fixtures and determine whether those should be included in development standards.
- Staffing assessment – Determine how to best utilize staff time and resources to establish whether those efforts could be accomplished internally versus externally to accomplish water smart goal.

Councilmember Thompson arrived at 6:12 p.m.

Benji Frye, Parks & Open Space Manager, discussed how the parks division could help with water conservation. He discussed the importance of identifying all passive areas in the parks, outside of sporting fields, to identify where areas could either be re-landscaped, incorporate water conservation efforts or provide a space where residents could see what water conservation efforts could look like.

Councilmember Thompson asked if desertification of soil would be included in the prioritization plan. He said he would get more information to share with the group.

Mr. Frye said once the projects were prioritized, they would identify any staffing needs and possibly create partnerships with local universities to encourage college students to incorporate the City's projects into their capstone projects. The committee also discussed the ability of staff to apply for grants. Councilmember Peterson recommended a more manageable approach by identifying places where sod was not being utilized and start with those areas; for instance, side yards, park strips, etc. She said the City may need to rethink what recreation looked like if it was not green.

Councilmember Bush added that open space areas needed to be included in the evaluation, not just parks. Mr. Frye confirmed staff was not looking to redo every turf area but where it would make sense. He emphasized the importance of implementing water-wise policy on development projects that were coming online and gave some examples of projects where efforts had been made.

Commissioner Bloomfield mentioned she was noticing more residents were utilizing water-wise materials as they looked for "Yard of the Week" candidates. Ms. Palmer said that due to some of the changes made to ordinances last year, residents could qualify for not only parking strip replacement but yard replacement through Weber Basin Water Conservancy District. She thought it was important to get this information out to residents so they could benefit from any available technical and financial assistance. After attending the workshop, and comparing to other agencies at the workshop, those in attendance felt good about the strides the City had taken. She acknowledged the desire to be careful and responsible now to prepare for any possible future cyclical trends in water. She said that John Perry at Weber Basin Water was a

great partner as the City reaches out to educate residents about incentives. Councilmember Thompson expressed his opinion that efforts should start with infrastructure needs and acknowledge that the delivery of water was just as important as conservation. Ms. Palmer agreed that the discussion about water rates needed to match the maintenance plans of underground pipes because it was those water rates/revenues that funded the projects. Ms. Palmer wanted to make sure everyone understood that the capital improvement plan for park infrastructure was 20 years out already. She pointed out that at some point staff would have to overlay the water conservation action plan into the capital improvement plan, understanding it would be a long-term process. She wanted the Parks & Recreation Commission (PRC) to understand the importance of the conservation and resiliency plans as they planned program improvements or changes for parks.

Curtis Dickson, Community Services Deputy Director, reviewed the core tasks the PRC performed. The committee members were assigned parks that they evaluated monthly, the members were assigned a section of the City and determined who might qualify to be nominated for "Yard of the Week" and ultimately "Yard of the Year." The PRC also spearheaded the Halloween and holiday decorating contests. He reported that in the last few years the PRC made a big difference when they standardized park amenity standards for the various parks, which the City put into action through the mega-bid to replace benches, tables and revitalize park restrooms. He said the PRC had also worked on the priorities and recommendations for the PARAT tax revenue. He felt one of the biggest accomplishments of the PRC was at the last joint City Council/PRC meeting where a discussion was held about how important the arts were in the community which brought about a shift in funding and renovation of the Arts Center.

Commissioner Thomas Mayer presented the goals of the PRC. The first goal was to improve community involvement and feedback. He acknowledged the enthusiasm of the current commissioners which had brought about the recent "Pop up Party" at Island View Park where approximately 150 people had attended. He thought the Commission could see making it an annual event to bring attention to various parks in the City. Mr. Dickson recognized the efforts of the Commission members and how they had planned the event with minimal impact to Staff. Mayor Shepherd expressed appreciation for their efforts.

Commissioner Mayer said another of the PRC's goals was to show appreciation to staff for their positive impact for Clearfield. Commissioner Jason Linder thought it was important as a PRC to not only focus on the tangible elements of the parks and the recreation programs, but to also recognize the people that created and supported the programs. He explained the PRC would look at different departments within Parks and Recreation and request a nomination from their department supervisors and present an award monthly to recognize staff members. The PRC thought it might help with keeping employees engaged and help retain employees. Commissioner Mayer reported that the last award had been presented in front of the whole recreation staff and was a positive experience. Commissioner Bloomfield said a photographer had donated a photography shoot as a prize for that employee. Commissioner Mayer said it was exciting to see achievement of the PRC goals and the PRC intended to set objectives higher for next year.

Mr. Dickson asked for any direction the Council could provide for future efforts or if the PRC could provide any information. Councilmember Bush said he would like the commissioners' input on the passive areas Mr. Frye had discussed previously and pass on their suggestions to Council.

Councilmember Peterson said that she periodically got phone calls from groups in the area that were looking for service opportunities. She requested a list of specific areas that could be supported by service groups outside of regular "Take Pride" days. Commissioner Austin said she had recently been approached by a resident who wanted to be allowed to be a park ambassador. She thought it would be helpful to have ambassadors that lived by each park enabling the City to get up-to-date information and offer a form of communication to residents so they could provide feedback. Councilmember Thompson thought that type of resident could be recognized by the PRC as "The Spirit of the Park" and encouraged the PRC to support their efforts.

Councilmember Thompson wanted to see recreation programs for teens. There was a discussion about participation of teenagers in recreation programs and how the City could provide safe areas without supervision for teenagers to recreate. Councilmember Thompson was concerned about the kids that feel unseen and asked the PRC to consider how it could facilitate engagement for teens experiencing poverty and make programs more accessible to them. Mr. Dickson said they would figure out how to better utilize the financial assistance program. Mr. Dickson said pride and a lack of knowing the financial assistance program was available were two common barriers. Commissioner Austin said that was one aspect of the Pop-up Party she liked. She saw a number of unsupervised kids that didn't have parents that could take them to CAFC, or other City-central events so it was important for them to have an activity closer to them. Councilmember Thompson brought up the idea of exploring the possibility of offering transportation to different events during the summer to encourage involvement.

Commissioner Tony DeMille brought up an issue of having to pay non-resident fees for his daughter to play softball in other cities since it was not offered in Clearfield City. Mayor Shepherd gave background of why softball hadn't been included in the City's recreation programming. Mr. Dickson explained that girls' sports programs were difficult programs to run and maintain due to the limited number of interested players to make more than three teams. By directing interested players to one city in the area, it allowed for a greater number of teams for more variety in play. He explained that there had been a coordination issue during registration when the player signed up with their own city when it was being managed by another city. After discussions with other cities it was determined that people could sign up with the one city who would manage the program. He gave an example that with other sports, such as high school aged basketball, where the management of the program rotated between the surrounding cities so there was one league with 8-12 teams which allowed a variation in play and not just playing the same teams over and over. Mayor Shepherd asked about the possibility of negotiating fees for non-residents when the City was referring players to that city. Mr. Dickson thought there was an administrative barrier to the possibility. Councilmember Thompson asked if there was more interest from male/female in sports. Mr. Dickson said it was the same across the board. Mr. Dickson explained that in the past the surrounding cities had traded the management of sports programs but as cities had grown, the cities were refining their policies

and procedures and the ability to negotiate participation with other cities had diminished. Councilmember Thompson said if the City couldn't add the program and residents had to go to other area then there needed to be conversation about fees. Mr. Dickson discussed the possibility of using financial assistance fund to offset any non-resident difference in fees.

Councilmember Phipps expressed appreciation for the Parks & Recreation Commission's vision and actions. Mayor Shepherd said PRC had a bigger impact in the City than others recognized. He said the first thing people said they liked about the City were the recreation programs. He applauded their efforts. Commissioner Bloomfield reported she had attended a pickleball tournament last Friday and Saturday and highly enjoyed it. She reported that residents would love to see more pickleball tournaments, but staff didn't think they had the money to host. She commented on the wide range of ages of participants.

Commissioner Linder asked if any PRC members could participate on the GWS committee. Ms. Palmer said they would appreciate their involvement and asked that they look around and identify areas where water-wise elements could be incorporated into the existing parks and help Mr. Frye put the plan together. She said until the inventory was completed, the next step would be for the PRC to help fit those areas into the capital improvement plan. She said Mr. Dickson, Mr. Frye, and Eric Howes, Community Services Director, would be working to put the inventory together. She said the PRC Commission could feed information to the staff.

Curtis gave schedule of events for Fourth of July celebration and was looking for volunteers for each event.

- Monday Paint the Bridge
- Movie in the Park July 1 Steed Park Field #3, "Ron's Gone Wrong"
- Patriotic Concert 7:30 p.m. Sunday evening at the amphitheater
- Pool Bash Monday 7:30 p.m. – 9 p.m.
- Fourth of July Fun Run at Steed Park – 6 a.m. check in starts

Councilmember Bush moved to adjourn as the joint City Council and Parks and Recreation Commission at 7:18 p.m., seconded by Councilmember Thompson.

APPROVED AND ADOPTED
This day of 2023

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, June 20, 2023.

/s/ Nancy R. Dean, City Recorder