



CLEARFIELD PARKS & RECREATION COMMISSION MINUTES

Wednesday October 15, 2025

Executive Conference Room, 3rd floor.

55 South State Street

Clearfield, Utah

PRESIDING: Chair Barbara Bloomfield

PRESENT: Commissioner Thomas Mayer, Commissioner Matthew Mangum, Commissioner Barbara Bloomfield, Commissioner Jason Linder, Commissioner Connie Dooley, Youth Commission Member Ashlyn Peterson, Commissioner Vern Phipps

ABSENT: Commissioner Nancy Austin, Commissioner Anthony DeMille, Councilmember Dakota Wurth

STAFF PRESENT: Admin Assistant Liz Schwab, Parks Manager Jackie Wardle

VISITORS: No public present.

CALL TO ORDER/ROLL CALL: Chair Bloomfield called the meeting to order at 07:00 p.m.

APPROVAL OF MINUTES: August 20, 2025, and September 10, 2025

Commissioner Mayer moved to approve minutes, seconded by Commissioner Peterson.

RESULT: Passed [7 TO 0]

YES: Commissioner Thomas Mayer, Commissioner Matthew Mangum, Commissioner Barbara Bloomfield, Commissioner Jason Linder, Commissioner Connie Dooley, Youth Commission Member Ashlyn Peterson, Commissioner Vern Phipps NO: N/A

Open Comment Period: No members of the public were present for comment.

STAFF REPORT – Jackie Wardle, Parks and Open Space Manager

1. Staffing Updates
 - a. Jackie noted that when she started in May, staffing and procedures were not yet in place, making it a challenging start.
 - b. The final full-time position was filled last month, and the team is now fully staffed and running smoothly.
2. Project Updates
 - a. 700 S. now has water access, allowing tree planting and hydroseeding to proceed.
 - b. The replacement process is underway for the shed that was burned at Fisher Park.
 - c. Water control has been received at the TOD site, enabling maintenance to begin.
3. Park Retreat Takeaways
 - a. Additional staff training is needed to improve productivity.

*Dated this 16th day of October 2025
/s/Liz Schwab, Administrative Assistant*



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- b. Graffiti and vandalism have increased and continue to be a concern. Possible ideas include a designated graffiti wall at Smash Park.
 - c. There is a significant amount of open space that requires ongoing maintenance.
4. General Park Updates
- a. The irrigation systems will be turned off in the next few weeks.
 - b. The lawn maintenance contract has concluded and is under review to determine its value. The Parks Department expressed interest in maintaining the pocket parks internally for better quality control.
 - c. Rose Garden sod was damaged; staff will till and overseed the area.
 - d. The dog park will be ready for the Commission's event on October 18, 2025.

Park Watch Report

- Attached are the responses from the Park Evaluation Form.
- Garbage cans are currently missing from Bicentennial Park.
- Maintenance is needed on the pathway between Parkway and Ross Drive; a resident in a wheelchair recently got stuck.
- Chair Barbara encouraged all commissioners to continue using the online Park Evaluation Form.

Commissioners Organization Items

1. Yard of the Year:
 - a. The following winners were announced:
 - i. Paul & Merlyn Meyer
 - ii. Eva & Bob Hawthorn
 - iii. Boyd & Joni Phillips
 - b. Winners will receive their awards during an upcoming City Council meeting; the date is still to be determined.
2. Halloween Decorating Contest:
 - a. Nominations open October 1–17; judging to be completed by noon on October 24.
 - b. The Commission discussed several ideas to improve engagement and ensure each contest receives adequate attention. Suggestions included splitting responsibilities between commissioners, half judging the Yard of the Year contest and the other half the Halloween contest—or allowing citizens to vote for the Halloween contest.
3. Upcoming Volunteer Opportunities
 - a. Handing out pumpkins October 16, 2025, from 5:00-6:00 pm
 - b. Pumpkin float: October 20 from 6:00-8:00 pm
 - c. Lunch with the Mayor: October 22 (ongoing beyond January 1). Volunteers with food handler permits can assist with food service.



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- d. Bonanza Event: October 24 from 6:00-8:30 pm. Commissioner Linder, Dooley, Bloomfield, and Peterson committed to volunteering.
4. Planning of the Howl-O-ween Event
 - a. Scheduled for October 18, 2025, from 4:00–6:00 p.m.; setup at 3:00 p.m.
 - b. A volunteer group will help organize the parade.
 - c. A photo backdrop will be set up on the east side of the bowery.
 - d. Donated items include 100 Rice Krispie Treats, 120 bags of pretzels, 200 dog bandanas, and assorted dog treats.
 - e. Zoomin' Groomin' will provide free pet nail trims.
 - f. Pet owners may choose their pet's treat this year.
 - g. 800 flyers were distributed to promote the event.

COMMUNICATION ITEMS

Council Liaison Report

- Councilman Dakota was not present to report.

Commissioners' Report

1. It was requested that contest procedures be discussed at next month's meeting.
2. Commissioners Barbara and Matthew will be absent from the next meeting. Director Howes will be contacted for guidance.
3. The Commission will vote on the next Chair and Co-Chair at the next meeting. Chair Barbara announced she will not be able to continue as Chair.
4. Requested that the Park Evaluation Form be updated and sent out as a monthly reminder.

Deputy Director's Report

- Deputy Director Curtis Dickson was not present to report.

Director's Report

- Director Eric Howes was not present to report.

****PARKS AND RECREATION COMMISSION MEETING ADJOURNED****

Commissioner Mayer moved to adjourn at 7:41 p.m., seconded by Youth Commissioner Peterson. RESULT: Passed [7 TO 0]

YES: Commissioner Thomas Mayer, Commissioner Matthew Mangum, Commissioner Barbara Bloomfield, Commissioner Jason Linder, Commissioner Connie Dooley, Youth Commission Member Ashlyn Peterson, Commissioner Vern Phipps NO: N/A