



CLEARFIELD PARKS & RECREATION COMMISSION MINUTES

Wednesday January 21, 2026

Executive Conference Room, 3rd floor.

55 South State Street

Clearfield, Utah

PRESIDING: Chair Barbara Bloomfield

PRESENT: Commissioner Barbara Bloomfield, Commissioner Nancy Austin, Commissioner Jason Linder, Commissioner Anthony DeMille, Commissioner Thomas Mayer, Commissioner Matthew Mangum, Commissioner Vern Phipps, Youth Commissioner Ashlyn Peterson, Councilmember Dakota Wurth

ABSENT: Commissioner Connie Dooley

STAFF PRESENT: Deputy Director Curtis Dickson, Director Eric Howes

VISITORS: Trinity Larkin, Justin Anderson, Kirk Nigro, Jasmyne Chavez, Daniel Enriquez, Johnny Cardero, Lynda Cordero, Johnny Crodero Jr., Robyn Larsen

CALL TO ORDER/ROLL CALL: Chair Bloomfield called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES: October 15, 2025, and December 17, 2025

Commissioner DeMille moved to approve minutes, seconded by Youth Commissioner Peterson.

RESULT: Passed [8 TO 0]

Yes: Commissioner Barbara Bloomfield, Commissioner Nancy Austin, Commissioner Jason Linder, Commissioner Anthony DeMille, Commissioner Thomas Mayer, Commissioner Matthew Mangum, Commissioner Vern Phipps, Youth Commission Ashlyn Peterson

NO: N/A

OPEN COMMENT PERIOD: Steed Pond Safety Concerns: Members of the public in attendance expressed concerns regarding safety and environmental issues at Steed Pond. Discussion focused on the impacts of fishing activity and improper disposal practices, including the dumping of domestic animals.

Key points raised included:

- Significant community concern regarding fishing debris such as hooks, fishing line, and trash, as well as the dumping of domestic ducks and other pets into the pond.
- Reports of increasing wildlife injuries, particularly ducks harmed by discarded fishing materials.
- Observations that comparable regional ponds do not experience the same level of debris or litter.
- Consideration of additional signage to discourage dumping and educate the public on penalties; while additional trash receptacles were discussed, they were not viewed as a sufficient standalone solution.



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- Emphasis on the need for stronger educational efforts targeting both youth and adults regarding responsible fishing practices and litter prevention, with suggestions for possible enforcement or monitoring.
- Concerns noted regarding adult-related litter, including beer bottles and general trash, in addition to youth-related issues.
- Discussion on the limited effectiveness of community clean-up efforts given the recurring nature of the problem.
- Acknowledgment that open fishing access must be maintained in accordance with agreements with state agencies, making a full fishing ban not an option.
- Suggestion to review and potentially limit park and fishing hours to support enforcement efforts.

ROCKY MOUNTAIN GRANT CHECK PRESENTATION

Kirk Nigro, representing Rocky Mountain Power, presented a check to the Clearfield City Recreation and Arts Division for the purchase of microphones. He shared information regarding Rocky Mountain Power's interest in supporting environmental and community-focused initiatives through partnerships and grant opportunities and noted the organization's history of collaboration with Clearfield City, including prior grant participation. Mr. Nigro explained that Rocky Mountain Power offers foundation grants ranging from \$1,000 to \$10,000, with a June 15 application deadline. He encouraged the city to consider potential partnership opportunities for projects at Steed Park, including improvements or equipment that support community use and sustainability. Examples of previous funding included partial funding for wireless microphones for the arts center.

Mr. Nigro also spoke about the broader impact of arts and community programs, sharing observations from his professional experience regarding the positive effects of arts initiatives on individuals and communities. He provided an example of a youth after-school program in which access to a photography workshop created an opportunity for self-expression and led to long-term positive outcomes and mentorship.

Commission members and staff expressed appreciation for the information and discussed the potential to explore future grant opportunities in coordination with Rocky Mountain Power and the City's Arts and Parks initiatives.

Mr. Nigro concluded by expressing appreciation for commission members and community participants for their dedication to public service, including their time spent attending meetings and engaging in local decision-making. He shared that his involvement at the local community level has reinforced his optimism in the strength and resilience of local governance and thanked those present on behalf of his organization and family.

DEPARTMENTAL UPDATES

Eric Howes provided an update on departmental restructuring and operational efficiencies within the Parks, Recreation, and Arts Department. He explained that due to the absence of recent regular



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meetings, this was the first comprehensive update in several months. The restructuring effort was initiated at the request of City administration to improve efficiency and effectiveness with existing resources, given ongoing budget constraints and competing City priorities.

Administrative and Division Structure:

Mr. Howes outlined changes to the department's reporting structure to improve clarity and reduce duplication. Under the revised structure, Curtis Dickson continues to report directly to the Director, while all division managers now report to Mr. Dickson, allowing him to focus on day-to-day operations and personnel matters. Administrative staff and the Marketing Coordinator continue to report directly to the Director. Staff feedback indicated the revised structure provides clearer lines of communication and responsibility.

Facilities Division:

The Facilities Division structure remains unchanged; however, efforts are underway to improve consistency, cross-training, and workspace functionality. All full-time maintenance staff are being cross-trained to support on-call coverage and operational flexibility. With the near completion of the Maintenance and Operations Center, Facilities staff will relocate into renovated space to provide a centralized meeting and workspace.

Parks and Open Space:

Mr. Howes reported that the City will continue contracting certain park maintenance services rather than adding a full-time position, citing cost efficiency and flexibility amid economic uncertainty. Contracted services currently cover approximately 6.5 acres of smaller properties. While City crews can perform work at a lower per-acre cost, contracting allows seasonal scaling without long-term personnel commitments.

Additional changes include reclassifying Parks Maintenance Specialists as Crew Leads, providing clearer supervisory authority and compensation alignment. Open space maintenance responsibilities will be redistributed among all crews to balance workload and reduce physical strain on a single crew.

Staffing and Recruitment:

Recent recruitment efforts have been successful, including the hiring of an experienced Parks Manager, improving operational stability following turnover in prior years.

Recreation and Arts:

Mr. Howes discussed efforts to increase utilization of the Arts Center by expanding programming beyond traditional arts while maintaining its core mission. Recreation and Arts staff will support one another operationally, and offices have been consolidated at the Arts Center to improve collaboration.

Aquatic and Fitness Center Review:

Significant discussion focused on operational challenges at the Aquatic and Fitness Center. Mr. Howes outlined concerns related to staffing ratios, supervision of a large part-time workforce, and increased personnel costs. Membership revenue has increased substantially following fee adjustments, with memberships nearly doubling year-over-year; however, personnel costs have also risen significantly.

To address these challenges, the department is evaluating:

- Potential operational restructuring, including the creation of an Assistant Center Manager

*Dated this 3rd day of January 2026
/s/Liz Schwab, Administrative Assistant*



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- Redistribution of supervisory responsibilities
- Adjustments to hours of operation based on usage patterns
- Evaluation of fitness class offerings, childcare services, and potential fee structures
- Increased focus on customer service resolution at the departmental level
- Enhanced supervisor training and accountability

Mr. Howes emphasized the goal of resolving customer concerns at the lowest possible level and improving internal processes for incident response and documentation.

He noted that all options remain under consideration and that planning is still in the early stages. Additional updates will be provided as proposals are refined.

COMMISSIONERS ORGANIZATIONAL ITEMS

1. Election of Officers for 2026

- Chair: Barbara Bloomfield nominated and accepted.
- Co-Chair: Matthew Mangum nominated and accepted
- Discussion on scheduling conflicts (TSO in November) and adjustment of November meeting if needed.

2. Meeting Schedule for 2026

- Commission meetings are set for the third Wednesday of each month.
- No meeting in July.
- Adjustments may occur based on conflicts or calendar events.

3. Review of Vision, Mission, and Goals

- Vision & Mission Statement: No changes.
- Goals Discussion:
 - A. Integration with Parks & Recreation Operations
 - Members volunteer to attend/support a minimum of two recreation events per quarter.
 - Consensus: Keep goal but flexible; missing a quarter is acceptable.
 - B. Park Assessments
 - Commission members will access/assess parks and provide improvement suggestions.
 - Discussion about mobile app vs. hard copy:
 - Some prefer hard copy for notes.
 - App demo suggested easier access.
 - C. Community Involvement & Feedback
 - Members engage with community for feedback; all feedback reported at meetings.
 - Feedback process was deemed effective.
 - D. Outdoor Activities & Pop-Up Park Events
 - Encourage residents to visit parks/playgrounds.
 - Organize 1–2 pop-up events per year.
 - Flexibility discussed (e.g., park cleanup, educational events).
 - E. Staff Appreciation
 - Annual nominations recognizing staff members for positive impact.



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- Suggested to align with staff calendar for better planning.
- F. Marketing Announcements
 - Commissioners write announcements for social and traditional media.
 - Staff spotlights via social media discussed as ongoing practice.
- 4. Event Planning & Calendar Updates
 - Skate Park: Continued success; children actively engaged.
 - Halloween Event: Scheduled for Saturday, October 24, 2026.
 - Steed's Pond Cleanup/Events:
 - A. Discussion on early-season cleanup (before Easter) to encourage proper use.
 - B. Consider Earth Day or local pond day for volunteer events.
 - C. Free Fishing Day: Saturday, June 6, 2026.
- 5. Commission Contact Updates
 - Members asked to provide any updated email addresses or phone numbers to Liz.
- 6. Volunteer Opportunities for 2026
 - Proposal to organize volunteer info by year (separate tabs for 2025 vs. 2026) for clarity.
 - Recommendation for reminders/emails to volunteers prior to events.

COMMUNICATION ITEMS

Council Liaison Report

1. Council Retreat and Neighborhood Investment
 - Council held a retreat to discuss the mission for the upcoming FY 2027 budget cycle.
 - Consensus from the retreat: While significant investment has been made in downtown, the council intends to focus on investing in neighborhoods, connecting this to prior downtown improvements.
2. Public Art Initiatives
 - Planters Around Town: Larger, more visible planters will be installed to enhance streetscape aesthetics. These are intended to provide a better return for local businesses hosting them.
 - Mural Grant: Clearfield received a \$10,000 grant from Discover Davis (the county's tourism department) to support the installation of a falcon-themed mural on the south-facing wall of the KH Design building on State Street.
 - The mural is part of a wildlife mural network, designed to attract visitors across the state.
 - A draft concept will be available in the coming weeks.
 - A new artist will create the mural, offering a different artistic style than previous murals.
 - Discussion of potential future mural locations included the south end of a strip mall housing Rancher Market and a furniture store, pending property owner approval.
3. Community Response
 - Murals have been well-received by residents and visitors, with positive feedback highlighting the city's beautification efforts.
 - Council remains interested in exploring additional opportunities for public art.

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COMMISSIONERS' REPORT

1. Steed Park – Bollard Concerns

- Issue: Several bollards near the pond on 1000 West have been knocked over and are lying on their sides.
- Discussion: Bollards are meant to control ingress/egress from the street into the grass areas.

2. Park Strip Maintenance

- Issue: Metal edging along the park strip past the school has become a safety hazard by sticking up.

3. 300 North, East Side Park

- Issue: Plastic sheeting on the ground near the transformer is unattractive and may have been intended for weed control. Some areas still require rock installation.

4. Ball Diamonds

- Issue: Cones and yellow caution tape are in place to keep people off diamonds undergoing maintenance.

5. Fisher Park – Concession Stand

- Issues:
 - Concession building doors require fresh paint due to visible wear.
 - Handicapped parking signs are missing or deteriorated.

6. Positive Note

- Skate Park Signage: New skate park sign is well-maintained and visually appealing.

DEPUTY DIRECTOR'S REPORT

Staff Update – Curtis Dickson will cover recreation responsibilities during Recreation and Art's Manager maternity absence.

1. Easter Egg Hunts & Egg Dives

Easter egg hunts scheduled for Saturday, April 4, at Steed Park and Fisher Park. Egg dives at the Aquatic and Fitness Center.

Desires to ensure both hunts start promptly at 10:00 AM; schedule egg dives at 10:30 AM and 1:30 PM. Coordinate logistics for staff and volunteers.

2. Steed Park shed 20x40 is installed to replace old shed; punch list items remain. Facility will house city utility vehicles.

3. Spring Registrations & Sports registrations are ongoing for swimming lessons, soccer, baseball, and adult sports. Third-party field rentals (AYSL, UI-SA, conference football) have been informed of facility usage requirements.

4. Band Concerts & Community Band has upcoming performances including a Latin-themed band concert scheduled for March. The community band will participate in Washington DC National Community Band Festival at George Mason University in June.

5. America 250 or Semi-Quincentennial Initiatives

- Patriotic events for Fourth of July; coordinating with local schools and amphitheater.
- Speaker series, traveling Bill of Rights/Constitution exhibit.
- Desire to create awareness and involvement in relevant programs and events.
- Community engagement initiatives: encourage physical activity, volunteerism, and

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neighborhood interaction through programs like America's Potluck.

Action Needed: Plan and promote events, track participation, and create volunteer incentives (shirts, hats, commemorative coins).

6. Graffiti & Vandalism has increased this year, particularly at Barlow Park restroom pavilion shed. Brick ledge damage is estimated at \$6,000 to be repaired.

DIRECTOR'S REPORT

1. Community Garden Refresh – All Abilities Playground
Planning to convert the community garden area into an all-abilities playground as part of America 250 initiatives. The concept is approximately 85–90% wheelchair accessible and includes sensory elements with a quiet area for children who need a break.
 - Finalize design, including garden-themed climbing elements.
 - Ensure project is impact fee eligible to address community growth and service levels.
 - Consider security and vandalism prevention, including camera placement.Budget/Notes: Estimated under \$1,000,000; fencing and accessibility features contribute significantly to cost. Impact fees available for funding.
2. Pinnacle Park & RC Park Concept
Planning for Pinnacle Park and RC Park near Taipan Trading/Living Spaces area, including connection to canal trail.
 - Design and construct Pinnacle Park.
 - Develop concept for RC Park with assistance from Pinnacle Park designer.
3. Dock at Steed Park underway design, scheduled for completion by June.
 - Monitor construction timeline to meet projected completion date.
4. Well Pump Replacement
 - Existing submersible well pumps are unreliable, limited to 250 gallons per minute, causing pond level control issues.
 - Replace with surface-mounted pump capable of 650 gallons per minute.
 - Obtain quotes from vendors and install pump for improved maintenance and pond control.Budget/Notes: Estimated \$120–\$130k for replacement.

Next meeting scheduled for February 18 at 7 PM.

- Upcoming discussion will include parks assignments and related responsibilities.

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

Commissioner DeMille moved to adjourn at 9:11 p.m., seconded by Commissioner Mayer.

RESULT: Passed [8 TO 0]

YES: Commissioner Barbara Bloomfield, Commissioner Nancy Austin, Commissioner Jason Linder, Commissioner Anthony DeMille, Commissioner Thomas Mayer, Commissioner Matthew Mangum, Commissioner Vern Phipps, Youth Commission Ashlyn Peterson

NO: N/A