



CLEARFIELD PARKS & RECREATION COMMISSION MINUTES

Wednesday February 25, 2026

Community Service Conference Room, 1st 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 Matthew Mangum, Commissioner Vern Phipps, Commissioner Samantha Hutchinson, Youth Commission Member Ashlyn Peterson

ABSENT: Commissioner Connie Dooley, Commissioner Thomas Mayer, Councilmember Dakota Wurth

STAFF PRESENT: Deputy Director Curtis Dickson, Director Eric Howes, Admin Assistant Liz Schwab, Parks Manager Jackie Wardle, Parks Crew Lead Bryce Bouwhuis

VISITORS: Trinity Larkin, Tera Hawkins, Bryan Hawkins

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

APPROVAL OF MINUTES: January 21, 2026

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

RESULT: Passed [8 TO 0]

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

NO: N/A

SCHEDULED ITEMS:

OPEN COMMENT PERIOD

Ms. Larkin expressed gratitude for the opportunity to speak and for the city's responsiveness regarding Steed Pond. She offered continued support and assistance from her organization in future efforts related to the pond and asked for the next steps.

The Commission welcomed her participation in upcoming events, including the clean-up of Steed Pond and Arbor Day.

WELCOME NEW COMMISSIONER

The Commission formally welcomed Samantha Hutchinson. Samantha previously worked at the Aquatic Center and with Ogden City. Commissioners introduced themselves and expressed appreciation for her willingness to serve.

EMPLOYEE AWARD PRESENTATION

Bryce Bouwhuis of the Parks Department was recognized for exceeding expectations in his role as

*Dated this 4th day of February 2026
/s/Liz Schwab, Administrative Assistant*



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Crew Lead. Highlights included:

- Outstanding leadership during the Bonanza hayride event
- Exceptional customer service and community engagement
- Positive attitude and strong team-first mindset
- Consistent professionalism and support of coworkers

Bryce will receive a certificate and Clearfield Cash in recognition of his contributions.

STAFF REPORT - Parks Manager Jackie Wardle

Winter Maintenance

- Mild winter allowed for extended maintenance work.
- Cleanup completed at Mabey Pond and Steed Pond, including removal of dead trees.
- Cemetery leveling and maintenance improvements completed.
- Installation of new lean-to equipment shed forthcoming.

Steed Pond

- Grant received from the Utah Division of Natural Resources for installation of a new dock (similar to Mabey Pond).
- Tree planting is planned around pond and trail areas to increase shade and enhance native habitat.
- Native species will be prioritized to improve survival rates.

Arbor Day

- Scheduled for Friday, April 24.
- Tree planting event at Steed Pond.
- Participation is expected from FFA students and local elementary schools.
- Community volunteers welcomed.

All-Abilities Playground

- Project approved and moving forward.
- Garden-themed design to complement the adjacent community garden.
- Accessibility considerations incorporated into layout and parking access.

Bicentennial Park Improvements

- Grant received from the Utah Jazz for a new basketball court.
- Clyde Construction donating concrete.
- New restroom planned (utilities already available).
- Exploration of hillside enhancements, including a potential concrete slide and adventure-style features.

700 South Project

- Project completed with irrigation installed.
- Grass establishment underway.

Additional Notes

- Reorganization of crew lead responsibilities underway to improve efficiency.
- Replacement of failed trees along freeway interchange and trails planned.



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COMMUNICATION ITEMS:

A. DEPUTY DIRECTOR'S REPORT – Curtis Dickson

- Winter sports wrapping up (Junior Jazz concluding).
- Spring registration underway for adult softball, soccer, youth baseball, and soccer.
- Easter Egg Hunt scheduled for April 4 at Fisher Park and Steed Park.
- Aquatic Center preparing for busy season.
- Staffing adjustments are ongoing due to temporary absences.

B. DIRECTOR'S REPORT – Eric Howes (Virtual)

Impact Fees & Capital Planning

- Working with consultant to reevaluate park impact fees.
- Updating Capital Facilities Plan.
- Pinnacle Park conceptual plan discussions underway.
- Exploring RC Crawler Park project with community collaboration.

Bicentennial Park Basketball Court

- \$120,000 donation from the Utah Jazz.
- Clyde Construction donating concrete.
- Project fully funded through grants and donations.

Aquatic & Fitness Center Operational Revamp

Goals

- Strengthen management structure
- Improve efficiency and cost recovery
- Enhance training and supervision
- Improve communication and unity with city operations

Financial Overview

- FY25 Revenue: ~\$1.4 million
- FY25 Expenditures: ~\$2.2 million
- Cost Recovery: ~63–65%
- Goal: 75%+ (national average)
- Membership increases (~30%) trending toward improved recovery

Proposed Changes

Concessions

- Shift to prepackaged food and fountain drinks only
- Simplified operations and reduced staffing needs

Fitness

- Reduce classes from 70/week to 42–45/week
- Maintain most attended classes
- Additional classes may require extra fee or contract instructors
- Estimated savings: ~\$42,000 annually



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Childcare

- Downgrade supervisor to specialist (preschool discontinued)
- Maintain drop-in childcare focus

Aquatics

- Reduce evening open plunge hours (Mon–Thurs end at 7 PM)
- Eliminate slowest Sunday hour
- Potential closure adjustment from 10:00 PM to 9:00 PM (low attendance)
- Add Wednesday full-facility rentals
- Eliminate spectator gate fee during swim meets (hand stamp system)

Staffing Proposal

- Add Assistant Center Manager position
- Reallocate HR, safety, and operations duties
- Funded through elimination of Manager-on-Duty positions and operational savings
- Net cost projected near zero

C. COUNCIL LIAISON MINUTE

Council member Dakota Wurth was not present.

D. COMMISSIONERS' MINUTE

Fisher Park was highlighted in regional coalition discussions as a hotspot for youth vaping. The commission discussed signage, ordinance reminders, and educational efforts.

PARK WATCH REPORTS:

Island View Park

- Increased family use has been observed.
- Curtis noted a planned future project to remove the wooden electrical box near the pavilion (pending budget approval), which would improve aesthetics and functionality.

Discussion included possibly hosting another pop-up event at Island View. Commission may consider adding additional park activities beyond the standard schedule.

Jacobson Park

- Address correction noted: 1350 West 1045 South (previous listing reversed).
- Park reported in good condition.
- Trail conditions are generally good with minor trash and weeds.

Canal Trail

- Minor trash along the 200 South section.
- Wall lights near the 800 North overpasses remain damaged/unsightly.



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- Evidence of a service vehicle driving on the trail near the Antelope overpass area, causing mud and gravel debris across the pavement.
- Gravel and mud are currently present from the overpass area midway up the trail.
- Construction activity noted related to creating service drive/trail access; status of “closed” signage unclear.

Curtis confirmed construction work is ongoing in that area and will verify completion status.

Central Park

- Dead trees removed.
- Foliage trimmed back from sidewalks.
- Overall conditions reported as good.

Cornerstone Park

- Grass struggling due to water conditions (consistent citywide issue).
- Otherwise in good condition.

Thornock Park – Turf Discussion

- Currently, visitors are laying on the turf rather than the grass due to cooler temperatures.
- It was noted that while turf retains warmth in colder months, it may become extremely hot during summer (potentially 120°F or higher).
- Staff will monitor usage during peak summer months.

Fisher Park

- Ongoing concerns:
 - Deteriorating paint on building doors.
 - Missing handicap parking signage (posts remain but signs are missing).
- High school continues parking lot cleanup efforts:
 - Administrators monitor during lunch.
 - Student clubs assist with trash pickup.
 - Overall improvement noted.

COMMISSIONERS ORGANIZATIONAL ITEMS

Park Assignment Adjustments

- Commissioner Samantha requested to take Tower Park, as it is near her home and Mabey Pond to help balance assignments.

Park Watch Technology Update

Created:



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- A barcode/QR code for quick Park Watch reporting access.
- Instructions for adding the reporting page as a shortcut to iPhone and Android home screens.
- QR access for the “Yard of the Week” contest.

Barbara encouraged the Commission to ensure they have access set up on their devices for future reporting.

Steed Pond Event Planning

Commissioner Barbara reported meeting with the **Utah Division of Wildlife Resources (DWR)**:

- DWR is enthusiastic about partnering on the event.
- They offered to pay 50% of signage costs.
- Approximately four educational signs are recommended initially.
- DWR will coordinate sign design with the city.

Steed Pond Improvements:

- Overgrown trees and willows have been trimmed.
- Bank areas have been cleared to reduce fishing lines and debris.
- Discussion ongoing regarding installation of a dock (design and ordering pending).

Steed Pond Event Date Selection

May dates discussed: 2nd, 9th, 16th, 23rd. Consensus reached: May 16th for the Steed Pond event.

Steed Pond Event Committee

Volunteers requested to help coordinate with:

- Wasatch Waders
- Utah Duck Network
- Trinity’s group
- DWR representatives

Sign-up sheet circulated for event planning committee.

Upcoming Volunteer Opportunities:

Lunch with the Mayor

- Positive feedback received from recent event catered by Cheddar’s.
- Fire Department collaboration continues twice per year.
- Fire Marshal attends monthly to teach fire safety.
- Event praised for community engagement and positive youth interaction.

Easter Events – April 4

Egg Hunts:

- Locations: Steed Park and Fisher Park
- Volunteers requested by 8:00 a.m. to help distribute eggs.



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- Event typically concludes by 10:30 a.m.

Egg Dive (Aquatic Center):

- Tentative times: 10:30 a.m. and 12:00 p.m.
- Volunteers needed for:
 - Check-in table
 - Deck supervision
 - Prize distribution

Arbor Day - Friday April 24, 2026

- Tentatively scheduled at Steed Park.
- Time is still to be finalized.
- Discussion regarding food (possibly pizza) if expanded participation continues.

Egg Dive Volunteer Coordination

Commissioners Barbara Bloomfield, Samantha Hutchinson and Nancy Austin confirmed they are willing to volunteer for both Egg Dive sessions. Barbara noted that having Commission members volunteer allows Aquatic Center staff to assist with event operations, which is helpful given that the event sells out quickly and typically draws large family participation across multiple age groups.

Yard of the Week / Yard of the Year Program Review

Curtis Dickson shared that the Mayor and Council have asked whether the program could be updated or improved. The program has been in place for approximately 26–27 years (since around 2000), and there is concern that many residents are unaware of it.

Key concerns raised:

- Limited visibility in the community
- Weekly winners are not widely recognized
- Communication is largely limited to occasional social media posts and year-end announcements

Proposed Changes & Ideas

1. Shift from “Yard of the Week” to “Yard of the Month”

- Reduce burden on commissioners
- Provide greater visibility
- Potentially recognize multiple yards per month

2. Add Yard Signs

- Place a visible yard sign in winner’s yard
- Sign could remain for one week (rotated weekly)
- Could encourage recipients to maintain yard standards throughout summer
- Smaller sign (approximately 6x12 inches suggested)

3. Branding Change



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Commissioner Nancy Austin suggested rebranding to something like:

- “Pride in Clearfield”
- Focus on recognition rather than competition (first/second/third place)
- Could potentially expand to include business properties
- Emphasis on community pride rather than ranking

4. “Most Improved” Category

- Recognize residents who significantly improve their property
- Acknowledges effort rather than just established landscaping
- Concern raised that “most improved” may be too subjective
- Potential complications with nomination tracking and administration

5. Zone Assignments

- Currently 11 zones
- Each zone is typically judged twice per year
- Proposal: Assign each commissioner specific zone(s) for the summer
- Judge once per month within assigned zone
- Could improve familiarity with neighborhoods
- Some commissioners prefer judging near where they live
- Others value exposure to different parts of the city

6. Communication Improvements

Commissioner Jason Linder emphasized:

- Increased weekly communication via city social media
- High-quality photos required for effective posts
- Add photo submission requirements to evaluation form
- Create standardized process for sending photos to staff

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

Commissioner DeMille moved to adjourn at 9:07 p.m., seconded by Commissioner Linder.

RESULT: Passed [8 TO 0]

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

NO: N/A