



CLEARFIELD PARKS & RECREATION COMMISSION AGENDA

November 18, 2020 6:30 p.m.

Pursuant to the State of Utah Public Health Order 2020-17, dated October 14, 2020, and in conjunction with the State of Utah's ongoing declaration of a statewide public health emergency, Mayor Shepherd made a written and verbal declaration on November 10, 2020, that results in the following: (1) the City is not providing an anchor location for Parks & Recreation Commission meetings, (2) Although no other physical meeting location will be available for the general public, the Parks & Recreation Commissioners may or may not appear in person at the City building subject to compliance to social distancing and mask requirements, (3) the public's participation in the Parks & Recreation Commission meeting may present a substantial risk to the health and safety of others, and (4) the public's participation in the Parks & Recreation Commission meeting will only be available through Zoom and/or Facebook Live.

The public wishing to provide comment during public meetings may do so by attending the Zoom meeting noticed on each agenda through the chat feature. The public is invited to monitor or listen to the open portions of the meeting electronically by following the instructions below.

Join Zoom Meeting

<https://us02web.zoom.us/j/83258681106?pwd=OFdwYTlOa0dlNzMvRTgvcXo3U1hsUT09>

Meeting ID: 832 5868 1106

Dial by your location

1 (253) 215 8782

1 (346) 248 7799

Aquatic & Fitness Center Classroom
825 South State Street
Clearfield, Utah

CALL TO ORDER: Nathan Wimmer

APPROVAL OF MINUTES: October 21, 2020

1. Open Comment Period

The Open Comment Period provides an opportunity for the public to address the Commission regarding concerns or ideas on any topic. Participants are to state their names for the record.

2. Staff Reports

Community Services department managers have an opportunity to provide the Commission with an update on initiatives within the division.

3. Park Watch Reports

Commissioners have an opportunity to report back on issues and concerns that they have identified during their visits to their assigned areas during the month.

4. Halloween Decorating Contest Evaluation

Commissioners will evaluate the Halloween decorating contest.

5. Holiday Decorating Contest

Commissioners will discuss how to manage the contest adhering to COVID-19 guidelines.

6. Meeting schedule for 2021

Commissioners will review meeting schedule for 2021.

7. Appointments to Serve

Three Commissioners' appointments expire December 2020; each will have an opportunity to renew their appointments.

8. Election of Officers

Commissioners have an opportunity to nominate and vote for officers to serve in 2021.

9. VCBO Aquatic & Fitness Center Feasibility Study

VCBO Architects will present a variety of options for consideration based on the feedback received from an online survey of aquatic center patrons. Commissioners have an opportunity to provide feedback to the consultants.

COMMUNICATION ITEMS:

Council Liaison Minute

Commissioners' Minute

Deputy Director's Report

Director's Report

Dated this 13th day of November, 2020.

/s/Sheila Olsen, Secretary



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PRESIDING:	Nathan Wimmer	Chair
PRESENT:	Robert Bercher	Commissioner
	Jim Cordeiro	Commissioner
	Thomas Mayer	Vice-Chair
	Vern Phipps	Council Liaison
PRESENT VIA ZOOM MEETING:	Alyssa Belford	Alternate Commissioner
	Andrea Bush	Commissioner
	Kristi Bush	Commissioner
	Connie Dooley	Commissioner
	Paul Taylor	Commissioner
STAFF PRESENT:	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Director
	Sheila Olsen	Secretary

Call to Order

- Chair Wimmer called the meeting to order at 7:05 p.m.

Approval of minutes

- Vice-Chair Mayer moved to approve the minutes from the August 19, 2020, meeting, as written, seconded by Commissioner Bercher. The motion carried upon the following vote: Voting AYE – Commissioners Belford, Bercher, A. Bush, K. Bush, Cordeiro, Dooley, Mayer, and Taylor. Voting NO – None.

Open Comment Period

- No public participated via the Zoom meeting.
- Nathan Wimmer, Clearfield resident, expressed his concerns about the city's decision to discontinue the tackle football league and the WFFL's announcement on a Sunday. One of his concerns was losing good coaches to other cities. He stated he was embarrassed the City's media post made it appear the Commission supported and made the decision to discontinue football. He stated for the record that he does not support dropping football or any sport.
- Kristi Bush, Clearfield resident, agreed with Mr. Wimmer's statement.

Staff Reports

- No staff were present.

Park Watch Reports

- Vice-Chair Mayer jokingly reported Hoggan's Park is still missing a playground. Mr. Howes responded the parks crew hopes to start installation soon, weather permitting.
- Commissioner Dooley reported there are sprinklers leaking at Fox Hollow Park. Mr. Howes responded parks staff is aware of them, and he reported sprinkler systems are being shut down shortly. He will make a note of the issue as a reminder for next spring start up.



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Holiday Yard Decorating Contest

- Commissioners were asked for comments or suggestions on the contest and judging. No changes were requested.

PARAT Tax Discussion

- Eric Howes, Community Services Director, stated the staff report provided on this topic explains the status of the PARAT tax, so he briefly reviewed.
 - Council has approved projects for approximately \$750,000: a dog park at Barlow Park, funding for a full-time arts supervisor, and the arts center renovation.
 - There is an estimated \$1 million remaining for the last four (4) years of funding. Staff is recommending the following four options for consideration for the next projects, but he invited Commissioners to offer suggestions for any other projects they feel should be higher priority.
 - i. An aerial adventure course. Staff is recommending this project because it would generate revenue. Mr. Howes briefly described the course and some available activities and answered questions. The location is undetermined at this time as the two previously proposed locations are no longer relevant.
 - ii. Canal trail completion grant match. The City has applied for grant funding from Wasatch Front Regional Council to complete the canal trail between 200 South and 300 North but would have to contribute approximately \$30,000 as a grant match.
 - iii. System-wide park amenities upgrade. Mr. Howes stated a couple of City Council members asked him to seek the Commission's feedback once again on this project. He briefly reviewed the proposed upgrades.
 - iv. Development of a bike park and mountain bike trails. Jared Justensen, Staff Engineer and a certified bike park/bike trail designer, suggested and designed a mountain bike trail along the rail trail, from 1000 East to Antelope.
 - Chair Wimmer questioned why Mr. Justensen or any community member was not presenting his proposal directly to the Commission. Mr. Howes stated Mr. Justensen is employed by the city and is a mountain bike enthusiast who designed the trail. Mr. Howes suggested Mr. Justensen could present his proposal to the Commission if this project takes the next step to go before the Council.
 - Commissioner A. Bush expressed concerns about the effect on walkers' use of the trail and the possible increased traffic of mountain bikes impacting the walkers in such a short distance. Mr. Howes stated any concerns should be considered before going forward, and Mr. Justensen could address them more effectively.
- Mr. Howes mentioned other projects that have been discussed.
 - Bicentennial amphitheater. He was hesitant to include this project because of timing. Demolition of the existing library and preparation of that site could be one-and-half to two years before the City could start the amphitheater. This would impact the City possibly not being able to complete the project prior to the November 2024 election with the PARAT tax initiative being back on the ballot.
 - Portable stage and sound equipment.
- Mr. Howes is very invested in moving forward with a decision on the next projects to insure the maximum impact of the use of PARAT tax funds. He asked for questions or comments on what has been presented tonight and asked for recommendations from the Commission to present to City Council for consideration. He intends to present this proposal of four options to Council in about one month unless the Commission has other recommendations.
- Commissioners agreed park amenities upgrades should not be funded with PARAT tax but agreed it needs to be done and that it should be City Council's decision on how to fund it. After discussion and



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comments, Commissioners agreed the projects recommended tonight be presented to City Council for approval.

- Vice-Chair Mayer moved to recommend using PARAT tax funding to build the aerial adventure course, the canal trail completion, the mountain bike trail, and the parks amenities with remaining PARAT tax or the general fund; seconded by Commissioner A. Bush. The motion carried upon the following vote: Voting AYE – Commissioners Belford, Bercher, A. Bush, Cordeiro, Dooley, Mayer, and Taylor. Voting NO – K. Bush.

Pickleball Court Restroom Funding Discussion

- Mr. Howes confirmed the need to make this a high priority as stated in his staff report.
- Vice-Chair Mayer moved to recommend adjusting funds from other projects to fund the bathroom and storage shed at Steed Park pickleball courts; seconded by Commissioner Cordeiro. The motion carried upon the following vote: Voting AYE – Commissioners Belford, Bercher, A. Bush, K. Bush, Cordeiro, Dooley, Mayer, and Taylor. Voting NO – None.

Council Liaison Minute

- Council Liaison Phipps informed the Commission that the development at Clearfield Station is underway. There will be approximately 11 or 12 acres of open space owned by city.
- Mr. Phipps reported the City received federal money for COVID relief.
 - Grants have been granted to residents and businesses impacted by COVID, and said he is pleased Clearfield City decided to use the money to benefit the community.
 - The school board recently approved Clearfield City as funding source to help build a facility at Clearfield High School to support homeless students.
 - Commissioner A. Bush asked if Clearfield lost any businesses during the COVID period. Mr. Phipps reported the City was able to help many locally owned and operated businesses with about \$144,000, but he will investigate whether any businesses were lost as a result of COVID.
- Mr. Phipps appreciates the football comments; discontinuing the program was a very tough decision. He stated the Council wants to do what is best for the city. He invited all to express their opinions at council meetings.
 - In response to Commissioner K. Bush's question about football, Mr. Phipps responded it was not appropriate to discuss the issue because it was not on the agenda.

Commissioners' Minute

- Chair Wimmer stated he took food to his son, who works for recreation at Steed Park, and there was no parking. Although he had to park a long distance from the park, he was pleased to see so many people enjoying the parks.
- Commissioner K. Bush feels the same. She asked how late the lights at the pickleball courts would stay on. Mr. Howes stated adjustments will be made soon, depending on the use of the courts, and the lights won't be on at all during the winter until courts are playable again.

Deputy Director's Report

- Curtis Dickson, Community Services Deputy Director
 - The arts center remodel project is moving forward. The conceptual design for the second floor will be presented to the Commission as soon as it is available.
 - Recreation is working on Jr. Jazz, having to make modifications due to new health guidelines.

Director's Report

- Eric Howes, Community Services Director



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- Business plan implementation still in progress to determine fees for aquatic center programs, and athletic field rental fees.
- An annual retreat, another goal of the plan, was implemented last week with each division. He felt the process was successful with cooperation and coordination with all divisions.
- The last phase is to review the previous two weeks.
- NRPA national conference will be held virtually next week and staff that may not have been able to attend will be able to participate. Commissioners are invited to attend if interested.
- Vice-Chair Mayer requested any future staff recommendations to eliminate programs be brought before the Commission. Mr. Howes affirmed that any modifications to programs as a result of the annual retreat would be presented to the Commission for recommendations.
- Commissioner A. Bush requested to add an agenda item for November to offer the use of a field for a meeting for a parent football league.
- In response to a question from Commissioner A. Bush, Mr. Dickson confirmed that the addresses of the Halloween nominees will be posted on Clearfield City's social media.

Adjourn

- Vice-Chair Mayer moved to adjourn, seconded by Commissioner Cordeiro. The motion carried upon the following vote: Voting AYE – Commissioners Belford, Bercher, A. Bush, K. Bush, Cordeiro, Dooley, Mayer, and Taylor. Voting NO – None. The meeting was adjourned at 8:26 p.m.

Holiday Decorating Contest

- ♦ All Clearfield residents are eligible to participate in the contest.
- ♦ Nominations will be accepted November 23 through December 6.
- ♦ Nominations may be submitted by neighbors, friends, or self via phone call, email, Clearfield City website and social media, or in person.
- ♦ Commissioners may nominate via Google Forms.
- ♦ If more than 10 nominations are received, commissioners will do preliminary judging December 7 through 14, starting at 5:00 p.m. each night. The top 10 will advance to final judging.
- ♦ Commission will meet at City Hall on December 16 at 5:00 p.m. for final judging. After judging, the commission will meet for dinner. Each commission member may invite one guest.
- ♦ All judges' scores will be combined and tallied. First place and two runners-up will be given awards in each category.
- ♦ Awards will be given in two categories – traditional and electronic.
- ♦ First place in each category receives a \$100 gift card; two runners-up in each category will each receive a \$50 gift card.
- ♦ Winners will be notified by December 18.





Clearfield Parks and Recreation Commission 2021 Meeting Schedule

Meetings are held the third Wednesday every month except July. Meetings will be held in the Community Services Department conference room at 7:00 p.m.

January 20

February 17

March 17

April 21

May 19

June 16

July no meeting

August 18

September 15

October 20

November 17

December 15



Parks and Recreation Commission

<u>Name</u>	<u>Term Expires</u>
Nathan Wimmer	December 2021
Thomas Mayer	December 2020
Alyssa Belford	December 2022
Bob Bercher	December 2020
Andrea Bush	December 2022
Kristi Bush	December 2021
Jim Cordeiro	December 2022
Connie Dooley	December 2021
Paul Taylor	December 2020



STAFF REPORT

TO: Chairman, Nathan Wimmer
FROM: Eric Howes, Community Services Director
MEETING DATE: November 18, 2020
SUBJECT: VCBO Aquatic & Fitness Center Feasibility Study

RECOMMENDED ACTION

Provide the consultants with feedback regarding preferences for future upgrades to the CAFC.

DESCRIPTION / BACKGROUND

Earlier this year, the city contracted with VCBO Architects to complete a feasibility study for the Clearfield Aquatic & Fitness Center. The study is intended to identify potential future upgrades to the facility that would allow the facility to stay relevant long into the future. The consultants have already solicited feedback from users of the facility via an online survey. They will be presenting a variety of options for consideration based on the feedback received from the survey. This item is intended to provide commissioners with the opportunity to provide feedback to the consultants.

IMPACT

a. FISCAL

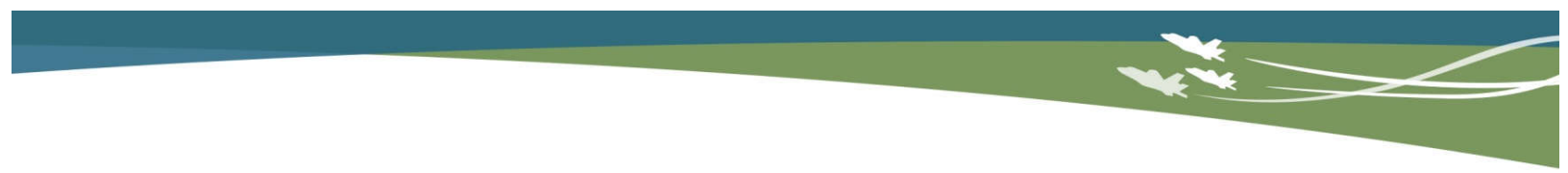
N/A – The final results of the study will outline the recommended upgrades for the center with cost estimates for each one. However, there will be no financial commitment made at this time

b. OPERATIONS / SERVICE DELIVERY

The proposed upgrades are intended to keep the center current and to continue to position the center as a regional provider.

ALTERNATIVES

Multiple options will be recommended for consideration.



SCHEDULE / TIME CONSTRAINTS

There is no immediate plan to implement the options that will be presented. The intent of this process is to identify future improvements so that we can be prepared as opportunities for funding these improvements becomes available. Additionally, having a plan in place would allow staff to solicit sponsorships for specific improvements if possible.

LIST OF ATTACHMENTS

N/A