

City of Prescott
**Pedestrian, Bicycle & Traffic Advisory
Committee**



September 11, 2023 | 9:30 AM
Public Works Conference Room
433 N. Virginia Street
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Pedestrian, Bicycle & Traffic Advisory Committee** at their meeting to be held **September 11, 2023**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **OPEN CALL TO THE PUBLIC**
4. **DISCUSSION & ACTION ITEMS**
 - A. Approval of the August 14, 2023 Pedestrian, Bicycle & Traffic Advisory Committee Meeting.
Recommended Action: MOVE to approve the minutes as presented
 - B. Presentation and Discussion Regarding Rosser Street Traffic Calming.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - C. Presentation & Update From Central Yavapai Metropolitan Planning Organization (CYMPO).
Recommended Action: This item is for discussion only. No formal action will be taken.
 - D. Presentation & Discussion Regarding Ongoing Project Updates.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - E. Presentation & Discussion Regarding the General Plan Circulation Element.
Recommended Action: This item is for discussion only. No formal action will be taken.
5. **GENERAL ANNOUNCEMENTS FROM STAFF**
6. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));

- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 9/8/23 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11 Pedestrian, Bicycle & Traffic
Advisory Committee
DATE: September 11, 2023
DEPT: City Clerk
ITEM #: 4.A
SUBJECT: Approval of the August 14, 2023 Pedestrian,
Bicycle & Traffic Advisory Committee Meeting.

ITEM SUMMARY

This item is for the approval of the August 14, 2023 PBTAC Meeting. Staff recommends approval of minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

MOVE to approve the minutes as presented

ATTACHMENTS

1. August 14, 2023 PBTAC Minutes

City of Prescott
**Pedestrian, Bicycle & Traffic Advisory
Committee**



August 14, 2023 | 9:30 AM
Public Works Conference Room
433 N. Virginia Street
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairman Bill Fanelli called the meeting to order at 9:30 a.m.

2. ROLL CALL

Bill Fanelli, Chairman
Michelle Schaefer, Vice Chair
Troy Cook, Member
David Fero, Member
Kent Hart, Member
Jim Knaup, Member
Joe Scott, Member

3. OPEN CALL TO PUBLIC

The Pedestrian, Bicycle & Traffic Advisory Committee welcomes public engagement and residents may comment and address the Committee on matters NOT included on the agenda during the Open Call to the Public.

No public engagement.

4. DISCUSSION & ACTION ITEMS

A. Approval of July 10, 2023 Meeting Minutes.

**MOTION BY VICE MEMBER FERO TO APPROVE THE JULY 10, 2023
MEETING MINUTES; MOTION SECONDED BY MEMBER SCOTT:
PASSED (7-0)**

B. Presentation & Update From Central Yavapai Metropolitan Planning Organization (CYMPO)

- ACT-Up Kickoff Meeting

Ms. Stotler was not available in person to provide an update; however, Chairman Fanelli provided an update on her behalf. An internal project kickoff meeting with the ACT-Up consultant recently took place, and will be followed with a Technical Advisory Committee (TAC) kickoff meeting in early to mid-September. There is still opportunity to join the Active Community Advisory committee, and members are encouraged to contact Ms. Stotler for more information.

Member Jim Knaup inquired about a posting for a planner position with CYMPO. Chairman Fanelli and Public Works Director Gwen Rowitsch confirmed the open position.

This item was for discussion only; no formal action was taken.

- C. Presentation & Discussion Regarding an Update on Pedestrian Safety from Ruth Street to Gail Gardner

Public Works Transportation Manager, Ian Mattingly, opened up the item for discussion, with focus on the area within the Gail Gardner Way and Black Drive traffic corridor. Following direction from the July PBTAC meeting, staff reviewed the intersection for pedestrian safety. Based on the crosswalk layout shared by Mr. Mattingly, the intersection geometries and roadway speeds are such that an enhanced crossing is recommended. Mr. Mattingly illustrated where the proposed crosswalks and advanced warning signs would be installed, with upgrades including a Rectangular Rapid Flash Beacon (RRFB) and Yield to Pedestrian sign. The proposed intersection improvements, including a Rectangular Rapid Flash Beacon (RRFB), are estimated to cost \$8,000 - 10,000.

Member Knaup inquired if the intersection would meet a warrant for a four-way stop.

Per Mr. Mattingly, an initial screening could be performed, however, it is likely the area would not meet a warrant. Gail Gardner Way traffic volumes are high but the side street traffic is low.

MOTION BY CHAIRMAN FANELLI TO RECOMMEND THE PROPOSED ENHANCED CROSSWALK LAYOUT AND UPGRADES; MOTION SECONDED BY VICE CHAIRWOMAN SCHAEFER: PASSED (7-0)

- D. Presentation and Discussion Regarding the General Plan Circulation Element

Mr. Mattingly introduced the item, and summarized the purpose for the PBTAC's review. City Planning staff and the General Plan Committee (GPC) have begun a process to update the City's 2015 General Plan by 2025.

As part of this effort, each section of the Plan, including the Circulation/Transportation Element, will be reviewed and modified. As the City's standing committee on pedestrian, bicycle and traffic issues, the PBTAC's input is important in forming the draft circulation element for the GPC to consider. The goal of the GPC and planning staff is to have Public Works staff present a workshop to the committee in October, with the proposed draft Circulation Element. Based on this schedule, the PBTAC has until their September meeting to refine and provide a recommended version. General Plans are required by state and county, and the final draft of a 10 year plan is required by July of 2024.

Member Knaup commented that there are items in need of improvement and updates, as well as goals to be incorporated. Chairman Fanelli replied and commented that the updated information may not necessarily be written the same way, however, additional information can be considered.

Vice Chairwoman Schaefer inquired on incorporating a bicycling plan into the General Plan. Member Knaup responded and commented that the General Plan doesn't necessarily get down to the specific details.

Community Development Planner Tammy DeWitt explained that the General Plan is more of a guide, as it can be amended and changed based on strategies on how to do so. A goal could be to update and include a bicycle plan in an implementation section, which has not been included before. Director Rowitsch added that the General Plan adoption will be on a future community voting ballot, and there needs to be room to be able to modify. Including it in an implementation section is a positive to demonstrate to the community that there has been planning involved for quite some time. It is there that specific areas could be shown, with also provides support documentation often required for grant applications.

A discussion took place, regarding suggestions and feedback from the Committee members' review of the map and following sections of the General Plan Circulation/Transportation Element:

Map section

Mr. Mattingly displayed a Master Circulation Plan map of the Prescott Valley area, provided by Member Joe Scott, and commented that the City does have maps like this and could include one that in our draft . Referring to the current map, he added that some Items should be shown as future projects, and some projects that have been completed should be removed.

Chairman Fanelli inquired about the Willow Lake Road widening project being included on the map. Responding, Mr. Mattingly explained that projects that provide operation improvements like intersection upgrades, turn lanes, etc. are not typically included on the map. Chairman Fanelli also inquired about a potential connection between Dells Ranch Road and Jasper Road. Per Mr. Mattingly, a planned project like that would be shown on the map.

Vice Chairwoman Schaefer inquired about including Peavine Trail on the map. Director Rowitsch and Mr. Mattingly confirmed that yes, it could be included. They explained that there is some overlap, in this case with Recreational Services, and which elements would be included could be reviewed at a future meeting.

Sections 7.1 Introduction – 7.1.2 CYMPO

Mr. Mattingly noted a correction needing to be made to the name of the CYMPO document for the Regional Transportation Plan. Other details were discussed and addressed, and Mr. Mattingly emphasized the importance of matching the names of referenced documents with that of the document source.

Chairman Fanelli commented that the current wording sounds aspirational, and should that be adjusted with more details about goals. Per Mr. Mattingly, while the goals section is important, that is also where the details are written. This first section is more of a general statement.

Section 7.1.3 Traffic Management

The Prescott Bicycle & Pedestrian Plan adoption date of 2015 will be confirmed, per Mr. Mattingly, with the Council resolution referenced. Language referencing the ACT-Up should be added as well.

Surveys from residents regarding pedestrian safety concerns were discussed. A note will be added to include safety strategies, per Director Rowitsch.

Member Knaup inquired about including reference in either this section or section 7.1 to 7.1.2, to the City developing its own bicycle & pedestrian plan as a goal. He added that hiring a bicycle coordinator should be included with that goal, as that requirement is noted on many applications related to bicycle friendly community status. Director Rowitsch explained that the goal is to strive for Silver status, which requires a full time bicycle coordinator.

Sections 7.2 Transportation Modes & Limits – 7.4 Transportation Planning

Mr. Mattingly briefly discussed threshold year plans, 2030 and 2045, and commented that he will adjust this section to align with the 2045 recommendations. Some items have been completed, and some are still to occur, which can be retained. The phased approach information will also be updated to two future planning years instead of three that older plans used.

Councilmember Rusing inquired about removing the information pertaining to the Sundog Connector (between Prescott Lakes Parkway and SR69).

Chairman Fanelli commented that from a transportation standpoint, the information is still relevant. Director Rowitsch explained that there is no guarantee that the project will or will not move forward, however, it is part of the regional long-range transportation plan recommendations, and it may appear disingenuous to remove it. Chairman Fanelli suggested language more specific pertaining to Sundog; Director Rowitsch agreed that may be beneficial.

She added that some of the transportation goals are reflected in CYMPO's plans, and are for reference. Planner DeWitt agreed, and explained that the General Plan often references these relevant transportation planning studies.

Section 7.5 Transportation Network: Roadways, Bicycle & Pedestrian, and Transit Facilities

Mr. Mattingly reviewed the Roadway Network classifications, and explained that they are related to how roads function. An overview of the various details for arterials, collectors, and local streets was provided by Mr. Mattingly. He explained how the City uses standard detail classifications which are primarily comprised of major arterial, minor arterial, industrial and commercial collector, and local streets.

Chairman Fanelli inquired about the addition of sidewalk, bike lane, and multiuse path information in this section. Director Rowitsch referenced the General Engineering Standards (GES), as the location for the details involving that information. Since the goals do not currently state whether or not sidewalks are to be included, new or modified strategies for those goals may need to be reviewed. Planner DeWitt added that a link to the GES could be included in the document.

Councilmember Rusing commented that a strategy for public safety should be included. Per Planner DeWitt, that element is being added in the Fire Department section and expanded upon. A link to that section could be included.

Mr. Mattingly commented on rideshare transportation, such as Uber and Lyft for example, and explained that the City does have a policy for bus stop placement and spacing. However, we do not have an advanced program completed to the point of integrating specific rideshare or bus stop locations. This could be a future goal, per Planner DeWitt.

Other member suggestions included having the language “where feasible” under Arterial Strategy Goal 1.8 be removed, as well as Collector Strategy Goal 1.4 including a link to “trails as shown in adopted plans”.

Safety information should be reiterated with a link per Councilmember Rusing, under Collector Goal 2. Per Director Rowitsch, this could be achieved by including reference to multiuse paths.

In conclusion for this item discussion, Director Rowitsch and Planner DeWitt thanked the committee for their participation, and let them know that the remaining sections will be sent out for review to be discussed during the September PBTAC meeting.

This item was for discussion only; member suggestions were noted for staff review.

- E. Presentation and Discussion Regarding Ongoing Project Updates
 - SR89A On-Ramp

Arizona Department of Transportation (ADOT) kicked off a project that will extend two on-ramp lanes from SR89 to SR89A, to reduce traffic congestion in the current single on-ramp configuration.

- SR69 Widening

An ADOT project is in the final design phase, to include the addition of one lane in each direction on SR69 from west of Prescott Lakes Parkway to Frontier Village east of the Yavpe Connector. Construction is estimated to begin in the fall of 2023.

This item was for discussion only; no formal action was taken.

5. GENERAL ANNOUNCEMENTS

The next meeting is scheduled for August 14, 2023.

6. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 11:03 am.

BILL FANELLI, Chairman

ATTEST:

MARIKAY WHISENAND, Administrative Specialist

Date



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11 Pedestrian, Bicycle & Traffic Advisory Committee
DATE: September 11, 2023
DEPT: Public Works
ITEM #: 4.B
SUBJECT: Presentation and Discussion Regarding Rosser Street Traffic Calming.

ITEM SUMMARY

Staff will provide background and information regarding a citizen request for traffic calming on Rosser Street between Campbell Avenue and the Eagle Ridge Subdivision.

BACKGROUND

A resident on Luna Court on the middle section of Rosser Street, is concerned over vehicles that continue to speed on the major collector roadway, and is requesting the city take steps to address this. He will attend the meeting to provide his perspective and initiate a traffic calming request. The Council adopted Traffic Calming Policy is attached as background as it provided guidance on the process, thresholds, and calming measures.

FINANCIAL IMPACT

No specific traffic calming measures have been identified so no financial impact was provided.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

1. Traffic Calming Policy - September 2019

CITY OF PRESCOTT

**TRAFFIC CALMING
POLICY & PROCEDURES**

**ADOPTED BY
PRESCOTT CITY COUNCIL**

(September 2019)

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EXHIBIT I - FUNCTIONAL STREET CLASSIFICATION LIST (2019)

1. INTRODUCTION

CONTACT INFORMATION

For additional information regarding this policy or any traffic calming related question please contact Transportation Services at traffic@prescott-az.gov or (928)777-1130.

PURPOSE

The purposes of this document are to promulgate policy of the City Council regarding the deployment of traffic calming measures on those streets for which the City of Prescott has operational jurisdiction, and set forth uniform application and processing procedures.

TRAFFIC CALMING DEFINITION

“Traffic Calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users.” (Source: Institute of Transportation Engineers).

STATEMENT OF CITY COUNCIL POLICY ON TRAFFIC CALMING

It is the policy of the City Council to preserve and enhance, where practicable, mobility within the community for all modes of transportation, while achieving an appropriate balance among traffic circulation, traffic safety, public safety response, and quality of life, particularly within residential areas, through measures deployed to affect travel routes, traffic volumes, and speeds. In the event of substantial conflict between public safety response and such measures, observed or projected, preserving public safety response shall be given priority.

PROGRAM GOALS AND OBJECTIVES

Traffic calming goals of the City of Prescott include:

- creating safer streets for the benefit of affected residents, pedestrians and bicyclists.
- reducing the adverse effects of cut through motor vehicle traffic on residents
- encouraging motorists to use the arterial and collector roadway network as the primary through routes, reserving residential and other local streets for use by local residents and businesses

- preserving the quality of life

Traffic calming policy objectives include:

- maintaining response times for emergency vehicles
- reducing the 85th percentile speeds on local residential streets to within 7 MPH of the posted speed limit ,
- rerouting non-local traffic to achieve volumes which have no more than 20% cut through volume,
- reducing demand for traffic enforcement by the Police Department,
- improving safety and the perception of safety for pedestrians and bicyclists who use City streets.

PUBLIC SAFETY

The Police and Fire Departments of the City have determined that, due to Prescott's unique street network, varied and often difficult terrain, capacity and connectivity shortcomings of arterial and collector streets, and narrow street widths in various areas, emergency response time requirements must be given priority in considering the design and deployment of traffic calming measures.

FUNDING

Funding for traffic calming will, in general, be identified as appropriations for specific projects within the annual operating and capital improvement budgets of the Public Works Department. Funding for implementing undesignated projects, following final approval to proceed, will be on a first-come-first-served basis with respect to budget availability.

IMPLEMENTATION RESPONSIBILITIES

The Public Works Department, with the assistance of the Pedestrian, Bicycle, and Traffic Advisory Committee (PBTAC), an advisory committee to the City Council on traffic matters, shall be responsible for making recommendations to City Council in accordance with this policy.

2. FUNCTIONAL STREET CLASSIFICATION LIST

ADOPTION

As a part of this Policy the City Council acknowledges and approves the Functional Street Classification List (2019) for the city street system appended hereto and made a part hereof as Exhibit I. This list, which may be amended from time to time by PBTAC, and forwarded to Council for adoption shall be consulted in determining the type of calming device, if any, which may be considered for use on a particular street for which a request has been made. Processing of a request for traffic calming pertaining to a street which is not indicated as a collector on the Functional Street Classification List, but has attributes of a collector, will necessitate evaluation and determination of the functional classification by PBTAC.

3. TRAFFIC CALMING “TOOLBOX”

TRAFFIC CALMING DEVICES AND APPLICATION WITHIN THE CITY

<u>Calming Device</u>	<u>Device Description</u>
Center Island Narrowing	Raised islands along the centerline of a street which narrow the travel lanes at that location. <u>Use:</u> On local, minor collector, or major collector streets.
Chicane	A series of narrowing's or curb extensions that alternate from one side of the street to the other forming S-shaped curves. <u>Use:</u> On local, minor collector, or major collector streets.
Choker	Curb extensions at mid-block or intersection corners that narrow a street by extending the sidewalk or widening the planting strip. <u>Use:</u> On local or minor collector streets
Closure	Full, or partial closures, and typically applied only after other measures have failed or been determined inappropriate. <u>Use:</u> Only on local streets after other measures have been determined to be ineffective.
Speed Hump	Rounded raised areas of pavement typically 12 to 14 feet in length; normally installed in a series. <u>Use:</u> Only on local streets.
Speed Cushion	A variation on the speed hump, adding two wheel cut-outs designed to allow large vehicles, such as emergency vehicles and buses, to pass with minimal slowing. The design limits passenger cars and mid-size SUVs from fully passing through the cutouts, but allows one set of wheels to pass through the cut-out while the other set is required to travel over the cushion. Typically 12 to 14 in length, normally installed in a series. <u>Use:</u> On local or minor collector streets.
Speed Table	Long raised humps with a flat section in the middle, and ramps on the ends; sometimes constructed with brick or other textured materials on the flat section. <u>Use:</u> Only on local streets.
Raised	Flat raised areas covering entire intersections, with ramps on

Intersections all approaches, and often with brick or other textured material on the flat section and ramps.
Use: Only on local streets.

Traffic Circle Sometimes called neighborhood circles; raised circular islands usually placed at local street intersections around which traffic must navigate.
Use: Local street intersections.

Turn Restrictions Restrictions mainly through signing and striping by which specific turn movements are prohibited.
Use: On local, minor collector, or major collector streets.

Limited use of other types of traffic calming devices may be approved in the case of exceptional circumstances, following evaluation of measures on the preceding list and a conclusion that such measures would be ineffective or objectionable.

4. TRAFFIC CALMING CRITERIA/PETITION REQUIREMENTS

This section describes those conditions which must be met in order to ensure that traffic calming is implemented only on streets where it is appropriate, that have traffic conditions which warrant mitigation, and are supported by the majority of local residents in the affected area.

GENERAL INSTALLATION CRITERIA

All streets being considered for traffic calming installations shall meet these general qualifications prior to determining if they meet the petition, speed and volume criteria.

- The street must not be designated as an emergency response route*, bus route or truck route or identified as an arterial roadway on the most recent addition of the adopted Functional Street Classification List.
- Streets which may benefit from the use of non-vertical measures, such as speed cushions, bulb outs, diverters, etc., that do not reduce response times substantially will be considered.
- The proposed traffic calming measure shall only be considered on the appropriate corresponding street classification as listed in the "Traffic Calming Toolbox" contained in this document.
- Roadways classified as minor collector or major collector must have 75% residential zoning or land use for traffic calming consideration unless the City determines that special conditions exist which may benefit from installations on roadways zoned primarily non-residential due to the proximity to arterials and connector streets, location, or surrounding land uses which encourage cut through or speeding conditions
- An appropriate street location for the device(s) shall be available. Appropriate distance from driveways, manholes, drain inlets, water valves, street monuments, fire hydrants and other appurtenances shall be considered.
- Devices shall be installed only where a minimum safe stopping sight distance can be provided.
- Installation must not result in traffic diversions to other neighborhood streets which would trigger traffic calming measures on those streets.

PETITION REQUIREMENTS

Any traffic calming measure initiated by a resident must receive area-wide support, as demonstrated by submittal of petitions showing that at least 75 percent of the residents and/or businesses affected favor implementation. In addition, 100 percent of the properties directly fronting or adjacent to the traffic calming measure to be constructed in a street must be in favor of the traffic calming measure. Only one signature per household or business will be counted to determine the 75 percent approval. The Department will provide standard petition forms and any related exhibits to be attached to the petition, and will provide the boundary of the area for which the petition is to be circulated. When necessary the petition area boundary must include streets to which traffic may be diverted due to implementation of a traffic calming measure on another street. Persons circulating petitions must attempt to contact all affected residents or business owners. Completed petitions must show signatures from at least 90 percent of the households or businesses in the petition area (including both persons in favor of and persons opposed to the proposed traffic calming measure).

SPEED CONTROL CRITERIA

Traffic calming measures designed to reduce speeds include: speed humps, traffic circles, chokers, raised intersections, etc. In addition to the general requirements stated for all traffic calming measures, the following criteria must be met to consider the installation of measures intended to slow traffic speeds.

- The 85th percentile speed on a residential street must be greater than 7 miles per hour over the posted speed limit

The 85th percentile speed is the speed at which 15 percent of the vehicles on the roadway exceed. This speed is important because it is used to determine speed limits, which must be set at reasonable levels to achieve compliance.

TRAFFIC DIVERSION CRITERIA

Traffic calming measures designed to create diversions include: turn restrictions, diverters, median islands, etc. In addition to the general criteria stated for all traffic calming measures, the following criteria must be met to consider the installation of measures intended to divert traffic.

- The Average Daily Traffic (ADT) volume on the street must exceed, 700 trips per day. Since traffic counts can fluctuate by ten percent or more on any given day, any study that results in a volume range between 630 to 700 trips per day may justify additional traffic analysis.
- At least 25% of the daily traffic on a residential street must be “cut through”.

- Special consideration may be given to streets that do not meet the 700 trips per day criteria but have 100 trips or more during the peak hour, with at least 40% of those “cut-through”.

SPECIAL INSTALLATION CRITERIA

In areas determined by the City (staff, PBTAC, City leadership) to be susceptible to cut through or speeding conditions by their proximity to arterials and connector streets, location, or surrounding land uses, the City may allow for physical measures to mitigate these impacts apart from the thresholds and petition process called for on other streets.

5. TRAFFIC CALMING REQUEST PROCEDURE

REQUEST

Any person requesting installation of traffic calming measures on the street where they reside or operate a business and own real property may submit a written request to the Public Works Department (hereinafter, the "Department").

REVIEW FOR CONSISTENCY WITH POLICY; INITIAL PBTAC DISCUSSION

The Department shall receive the request, log in, and review it for consistency with this Policy. In the event the request is not consistent, the requester shall be so notified, and no further action shall be taken.

Requests determined to be consistent with this Policy will be placed on a future agenda of the PBTAC for a brief discussion of what type(s) of device(s) may be appropriate, a review of the traffic conditions and the petition requirements.

CONCEPTUAL TRAFFIC CALMING PLAN

Following the initial PBTAC meeting, the Department shall prepare a technical report for PBTAC consideration to include a preliminary traffic calming plan. Prior to further PBTAC discussion, the Department shall route the report to the Police, Fire, and Field Operations Departments for their review and comment.

REVIEW OF TECHNICAL REPORT; NOTIFICATION OF AREA RESIDENTS

At a second meeting the PBTAC will review the report, and comments of the Police and Fire Departments, decide whether the calming request should proceed further, and if so, discuss the conceptual plan, determine the affective geographical area, and request that the Department notify residents of that area of the request. The means of notification will be determined on a case by case basis, and may include letters to property owners, and/or a public meeting.

PUBLIC MEETING AND ACTION BY PBTAC

All requests for traffic calming measures shall have a public meeting with notification of all owners in the affected area in writing by the Department, and general public notification through Public Service Announcements (PSA's), and local sign notifications.

The PBTAC shall take final action on the request following the public meeting by either adopting an action plan for consideration by City Council, or determining that no measures should be implemented.

CITY COUNCIL REVIEW

The City Council shall be notified at a regularly scheduled Council Meeting in all cases where the PBTAC approves an action plan contemplating installation of physical traffic calming devices

FUNDING AND INSTALLATION

Installation of traffic calming devices is subject to the availability of funding within the current approved fiscal year budget, and work backlog of the Department. Traffic calming devices approved but unable to be funded in the current fiscal year will be requested as a new project in the next fiscal year.

6. EVALUATION/MODIFICATION/REMOVAL

EVALUATION

No more than one year after installation of a traffic calming device(s), the Department shall prepare a report evaluating the safety, effectiveness, and overall neighborhood impacts of the project. The report shall be provided to the PBTAC for discussion, and to the City Council with a summary of the PBTAC discussion as an endorsement.

MODIFICATION

Should, in the determination of the Department, a potentially hazardous condition be created by any traffic calming project, immediate action to abate such situation may be taken, to include modification or removal of the device(s). Notice will be sent to affected property owners when reasonable, considering the circumstances.

REMOVAL

Property owners within the previously determined affected geographical area may, upon submission of a petition signed by 75% of such owners, request removal of traffic calming devices. Only one signature per affected property shall be counted.

In the event a valid petition is received, the Department, in consultation with PBTAC, shall determine what action should be taken on the petition and notify the City Council in writing of any such action planned to be taken. In a manner similar to that for installation, the City Council may opt to either consider and take action on the proposed removal, or not review the request, in which case the action planned to be taken by the Department may proceed.



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11 Pedestrian, Bicycle & Traffic Advisory Committee
DATE: September 11, 2023
DEPT: Public Works
ITEM #: 4.C
SUBJECT: Presentation & Update From Central Yavapai Metropolitan Planning Organization (CYMPO).

ITEM SUMMARY

CYMPO staff will provide the Committee with updates regarding the following:

- ACT-Up
- Transportation Alternatives Program

BACKGROUND

CYMPO is the designated Metropolitan Planning Organization (MPO) for the City of Prescott, Town of Prescott Valley, Town of Chino Valley, Town of Dewey-Humboldt, Yavapai County and the Arizona Department of Transportation. As the regional MPO, CYMPO provides the forum for local elected officials and transportation experts to plan multimodal infrastructure within the CYMPO Planning Boundary area.

FINANCIAL IMPACT

N/A

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11 Pedestrian, Bicycle & Traffic Advisory Committee
DATE: September 11, 2023
DEPT: Public Works
ITEM #: 4.D
SUBJECT: Presentation & Discussion Regarding Ongoing Project Updates.

ITEM SUMMARY

Staff will provide updates and discussion for the following ongoing projects:

- Senator Highway @ Haisley Road RRFB
- Cortez Street @ Union Street RRFB
- S. Mt. Vernon Avenue @ Carleton Street Flashing Beacons

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 11 Pedestrian, Bicycle & Traffic
Advisory Committee
DATE: September 11, 2023
DEPT: Public Works
ITEM #: 4.E
SUBJECT: Presentation & Discussion Regarding the
General Plan Circulation Element.

ITEM SUMMARY

Staff will provide a presentation to the Committee regarding the Circulation Element of the General Plan, and would like to receive feedback from the Committee regarding the element:

- Sections 7.5.2 - 7.8.1

BACKGROUND

City Planning staff and the General Plan Committee (GPC) have begun a process to update the City's 2015 General Plan by 2025. As part of this effort, each section of the Plan, including the Circulation Element, will be reviewed and modified. As the City's standing committee on pedestrian, bicycle and traffic issues, the PBTAC's input is important in forming the draft circulation element for the GPC to consider. The goal of the GPC and planning staff is to have Public Works staff present a workshop to the committee in October, with the proposed draft Circulation Element. Based on this schedule, the PBTAC has until their September meeting to refine and provide a recommended version.

FINANCIAL IMPACT

None

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

1. Circulation Element_7.5.2-7.8.1

7.5.2 PEDESTRIAN AND BICYCLE CIRCULATION

Prescott residents and visitors enjoy a growing network of sidewalks, bicycle routes, bicycle lanes, and multi-use paths.

The on-street system is comprised mainly of striped bike lanes, signed bike routes and sidewalks. The striped bike lanes are primarily located on existing arterials and Major Collectors. Sidewalks are typically provided on new local, collector and arterial streets; however, a cohesive pedestrian movement network from neighborhoods, business areas, schools and other destinations remains to be developed. Some progress has been made through the Safe Route to Schools program and the Bicycle and Pedestrian Master Plan, which includes specific policies and locations for recommended projects while addressing related on-going maintenance needs.

The mountain biking community embraces Prescott due to the high quality of its off-street trail network. This is reflected in the annual Whiskey Off-Road race, which had 1750 registrants in 2012. Many visitors come to Prescott specifically to experience our mountain bike trail system. Biking tourists stay in downtown hotels and ride, not drive, to Prescott's world class mountain biking trails. Safety measures are encouraged while cyclists are traveling to the existing trails to the west off of Copper Basin Road, off West Gurley Street/Thumb Butte Road, and south off White Spar Road (State Route 89).

West Gurley Street and Thumb Butte Road may be made safer with paint applications to the road and bicycle route signage until such time as the planned Butte Creek trail is completed. Due to budget considerations, the recent Copper Basin Road project did not include a bike lane. However, other enhancements, such as bicycle route signage, may be used to provide greater safety to the cycling community.

There is a designated bicycle route between the Mike Fann Community Skate Park and the newly built Granite Creek Park Pump Track due to an increase in bicycle traffic between these two parks. As an example of safety improvements which may be made to this designated bike route, additional signage to notify motorists of bicycles on the roadway may be added, along with the addition of shared lane markings on Pleasant Street & Willis Street and upgrading the traffic light at the intersection of Sheldon Street & Pleasant Street to detect bicycles.

7.5.2.1 Complete Streets

Complete Streets is a nationally recognized term referencing the design and operation of highways and streets to enable all users, including bicyclists, pedestrians, transit riders and motorists, to safely move along and across the roadway. Complete Streets is an approach to interdependent, multimodal transportation facilities planned, designed, operated, and maintained to provide safe mobility. Designing streets to the function and context of the neighborhood, whether residential or commercial, and the surrounding environ is appropriate. Each highway or street is unique and dependent upon the context of the street design and neighborhood.

A "Complete Street" is defined as a street which safely accommodates all users including vehicles, pedestrians, and bicyclists. Basic elements of complete streets include sidewalks, bike lanes (or wide paved shoulders), pedestrian crossing opportunities, median islands, and accessible pedestrian signals. Careful planning and development of Complete Streets infrastructure offers long-term cost savings for local and state government by reducing automotive travel. Additional information may be found in the Circulation Element.

Basic elements of Complete Streets include sidewalks, bike lanes (or wide paved shoulders), pedestrian crossing opportunities, median islands, bus pullouts and accessible pedestrian signals. A Complete Street in a rural area will look quite different from a Complete Street in a highly urbanized area, but both are designed to balance safety and convenience for everyone using the street.

Careful planning and development of Complete Streets infrastructure offers long-term cost savings for local and state government by reducing automotive travel. By designing for the safety of all users, fewer collisions occur between autos and other forms of transit, reducing the need for emergency services. There are also benefits to public health, the environment and financial benefits to property owners and businesses through increased foot traffic.

A committee may be formed to advance this concept and help Prescott attain a League of American Bicyclists' Bicycle Friendly Community status. Bicycle Friendly Community status has been awarded to both Flagstaff and Sedona, and may be a contributing factor to tourism in those areas. Much of the groundwork for this coveted designation has been included in the Bicycle and Pedestrian Master Plan.

Additional information regarding the off-street trail system may be found in the Open Space Element.

7.5.2.2 Pedestrian and Bicycle Goals and Strategies

Goal 1 Ensure that new pedestrian and bicycle circulation facilities are designed and constructed to encourage bicyclists to use them by creating logical connections between residential neighborhoods and destinations such as commercial centers, employment centers, medical facilities, etc.

Strategy 1.1 Update the 2003 Bicycle and Pedestrian Master Plan to reflect current conditions.

Strategy 1.2 Implement the Bicycle and Pedestrian Master Plan for the City of Prescott through inclusion of projects in the Capital Improvements Plan with emphasis on design and development which increase the number of short trips connecting residential areas with schools and business areas.

Strategy 1.3 Strengthen partnerships directed toward enhancing pedestrian and bicycle access to local schools.

Strategy 1.4 Develop programs which educate bicyclists, pedestrians, and motorists about sharing roadways, and promote walking and bicycling.

Strategy 1.5 Continue acquisitions and development, consistent with the Bicycle and Pedestrian Plan, of separate and multi-use pathways, where feasible, for pedestrians and bicyclists designed to connect popular origins and destinations.

Strategy 1.6	Support placement of schools, employment centers and retail in proximity to residential areas to encourage walking, bicycling and transit use.
Strategy 1.7	Assure adequate maintenance of bicycle and pedestrian facilities.
Strategy 1.8	Encourage bicycle safety through the application of road surface paint, bicycle route signage, and other means.
Strategy 1.9	Pursue League of American Bicyclists Bicycle Friendly Community status.
Strategy 1.10	Give higher priority to street reconstruction and repaving projects on existing or designated bicycle routes.
Goal 2	Accommodate multi-modal transportation options in new development.
Strategy 2.1	Design pedestrian facilities to provide safe access for children, the elderly and handicapped.
Strategy 2.2	Require the submittal of pedestrian and bicycle circulation plans as elements of Traffic Impact Analysis required for new development. Assure that adequate bicycle parking facilities are included in designs for new development.
Strategy 2.3	Include bikeways and sidewalks in the design of all new roadways where feasible and are consistent with the Pedestrian and Bicycle Master Plan.
Strategy 2.4	Encourage the acquisition and development of off-street multi-use routes along creeks, drainages, utility easements, and through parks and open spaces.
Strategy 2.5	Where feasible, retrofit existing roadways to provide multi-modal facilities,
Strategy 2.6	Design new and reconstructed roadways using Complete Streets concepts where feasible.

7.5.3 PUBLIC TRANSIT

The Central Yavapai Metropolitan Planning Organization (CYMPO) is charged with the development and implementation of a regional transit system. The mission of CYMPO is to provide leadership in planning and promoting a comprehensive multi-modal transportation system for regional mobility and connectivity which encourages a positive investment climate and fosters development sensitive to the environment.

CYMPO is the designated Metropolitan Planning Organization (MPO) for the City of Prescott, Town of Prescott Valley, Town of Chino Valley, Town of Dewey-Humboldt, Yavapai County and Arizona Department of Transportation. As the regional MPO, CYMPO provides the forum for local elected officials and transportation experts to plan multimodal infrastructure within the CYMPO Planning Boundary area. CYMPO has completed studies regarding the feasibility of a

regional public transit system. The Regional Transit Needs Study and the Transit Implementation Plan recommend a combination of basic fixed and flexible route transit service with a park-and-ride component. Yavapai Regional Transit Authority, a local nonprofit organization, is providing limited transit service between Prescott and Chino Valley. Should the Authority succeed in expanding its services, a portion of the regional transit needs could be met by this entity.

CYMPO pursues available state and federal funding for implementing a public transit system. The County has also provided limited funding for transit in other jurisdictions. Services may be contracted out to private providers; however, providers must be able to meet state and federal guidelines for publically funded transit. A limited private bus service operates within the City and is not currently subsidized with public funds, but the service is limited and does not fully meet the needs of the community. Other funding sources may be available for public entities or non-profit organizations that provide transit services. However, finding a capable provider and assured funding in an uncertain economy are important issues.

Efficient transit systems depend in part on cluster development where higher densities create a population base. The Growth and Cost of Development Element of this plan addresses the need for more opportunities for compact development. Prescott's aging population and the recent trend to develop higher density senior housing will only reinforce the need for transit to serve the population that no longer drives.

7.5.3.1 Transit Goals and Strategies

Goal 1. Support and participate in regional public transportation when such a system is financially feasible.

Strategy 1.1 Identify and seek fair share funding.

Strategy 1.2 Develop ancillary facilities such as park and ride lots and bus turn-outs, where feasible.

7.6 AIRPORT

Ernest A. Love Airport is operated solely by the City. However, there are regional benefits from economic activity enhanced by air transportation. The 2009 Airport Master Plan provides for facilities and services to accommodate the needs of aviation toward this end. The airport transportation hub attracts relocating and expanding businesses by the provisions to deliver people and goods.

In 2001 the City of Prescott, Prescott Valley and Chino Valley entered into annexation boundary agreements to set each municipality's future boundary limits. This is especially important near the airport where all three communities share boundaries. Prescott adopted the Airport Specific Area Plan (ASAP) in 2001 to protect the airport as a transportation hub from residential development of nearby vacant land.

Airport operations rely heavily on federal and state-grant funding for major capital improvements and runway maintenance. Future sharing of funding, operations, oversight and benefits of the airport with neighboring jurisdictions may achieve greater expansion and economic vitality.

7.6.1 Airport Goals and Strategies

Goal 1 Enhance the regional transportation role of the airport.

Strategy 1.1 Create a new Airport Business Plan to guide the operation and development of the airport.

Strategy 1.2 Enhance access to the airport referencing the Airport Specific Area Plan, Airport Master Plan, and the Airport Area Transportation Study.

Strategy 1.3 Actively pursue research, marketing and development of the airport as a regional transportation hub.

Strategy 1.4 Implement improvements to the Airport including, but not limited to, development of a new terminal, redevelopment of on-airport land uses, evaluation/ modification/ improvement of the main airport road entrance and circulation as may most beneficially serve the airport community needs in accordance with current industry standards and practices.

Strategy 1.5 Create safe multimodal and alternative transportation connections.

7.7 TRAFFIC SAFETY

Traffic safety is a shared responsibility among drivers, motorcyclists, bicyclists, pedestrians, public transit and other users such as skateboarders and wheelchairs. The majority of collisions in Prescott occur on arterial and collector streets, primarily as rear end, angle and left turn collisions where driver error is involved.

The Public Works and Police Departments partner to improve traffic safety through engineering, education and enforcement. The Prescott Police Department utilizes the latest technologies and innovative techniques to fairly and uniformly enforce traffic laws, ordinances, and regulations.

7.7.1 Traffic Safety Programs Goals and Strategies

Goal 1 Enhance traffic safety through engineering, education and enforcement.

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| Strategy 1.1 | Continue to maintain a comprehensive collision database and use it to develop annual reports to show number, analysis of type, cause/violation, and time of day for the crashes and injuries occurring on city streets, along with year-to-year comparisons of trends. |
| Strategy 1.2 | Continue the existing program of monitoring, and adjusting where necessary, speed limits on arterials and collectors to assure limits are imposed in a uniform and reasonable manner using nationally accepted engineering standards. |
| Strategy 1.3 | Identify a set of objectives for sight distance and other safety recommendations, including improvements and programs to allow evaluation of their effectiveness. |
| Strategy 1.4 | Encourage educational programs directed to motorists, motorcyclists, bicyclists and pedestrians to raise public awareness of their joint responsibilities when using City transportation facilities. Encourage drivers' education in schools. |
| Strategy 1.5 | Continue using the enforcement program employing selective enforcement of high collision locations and violations known to cause collisions. |
| Strategy 1.6 | Improve communications among Public Works, Law Enforcement, and the courts in an effort to emphasize to the public the importance of traffic safety and compliance with traffic regulations. |
| Strategy 1.7 | Continue the application of alternative designs such as roundabouts to improve the safety of existing high collision intersections and for planned high volume intersections. |

7.8 TRANSPORTATION SYSTEM MANAGEMENT

Transportation System Management (TSM) is a means of reducing congestion, promoting traffic safety, and protecting the public investment in the existing street system. Techniques include:

- Traffic Management – improving vehicle movements and increasing the capacity and safety of existing streets by use of turn lanes, medians, bikeways, signal timing, synchronization, etc
- Demand Management – reducing trips and/or the number of vehicles on the roadway, includes ride-sharing programs; expanded bicycle, pedestrian and transit options; High Occupancy Vehicle (HOV) lanes; preferential carpool parking; telecommuting and staggered or flexible working hours
- Maintenance Management – managing maintenance necessary to protect the public investment in City streets, bikeways and sidewalks

7.8.1 Transportation System Management Goals and Strategies

Goal 1 Improve arterial vehicle efficiency by maximizing capacity and safety.

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| Strategy 1.1 | Monitor and analyze traffic volumes and levels of service for major intersections as well as the links between major intersections. |
| Strategy 1.2 | Continue to coordinate with Yavapai County, the Central Yavapai Metropolitan Planning Organization and the Arizona Department of Transportation in access management decisions on regional arterials. |
| Strategy 1.3 | Perform a data analysis on the current travel habits of Prescott residents including the frequency, range, mode and duration of daily trips by dwelling unit types. Use the data to address pedestrian and bicycle infrastructure need. |
| Strategy 1.4 | Synchronize traffic signals to accommodate and enhance traffic flow. |

Goal 2. Establish a program to ensure that the public investment in the existing transportation system is protected.

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| Strategy 2.1 | Continue the existing pavement management system to provide data relative to the projected useful life of the pavement, alternatives for maintenance, maintenance schedules, a five-year priority program for maintenance, and the associated costs. |
| Strategy 2.2 | Use the previously completed inventory and priority program for pavement of the unpaved streets and alleys, to recommend funding strategies. |
| Strategy 2.3 | Continue using the comprehensive Maintenance Management System for traffic signing, striping and sweeping on city streets to meet identified levels of service. |

