

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



November 13, 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 **November 13, 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 October 9, 2023 Pedestrian, Bicycle & Traffic Advisory Committee Meeting Minutes.
Recommended Action: MOVE to approve the minutes as presented
 - B. Presentation & Discussion Regarding a Request for a Sidewalk Installation on East Nathan Lane.
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 the General Plan Circulation Element.
Recommended Action: This item is for discussion only. No formal action will be taken.
5. **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 11/9/23 at 2:30 p.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: November 13 Pedestrian, Bicycle & Traffic Advisory Committee
DATE: November 13, 2023
DEPT: City Clerk
ITEM #: 4.A
SUBJECT: Approval of the October 9, 2023 Pedestrian, Bicycle & Traffic Advisory Committee Meeting Minutes.

ITEM SUMMARY

This item is for the approval of the October 9 , 2023 PBTAC Meeting Minutes. Staff recommends approval of minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

MOVE to approve the minutes as presented

ATTACHMENTS

1. 100923_Bicycle Committee Minutes_Final

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



October 9, 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
Jim Knaup, Member
Joe Scott, Member

3. OPEN CALL TO PUBLIC

The Pedestrian, Bicycle & Traffic Advisory Committee (PBTAC) 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.

A citizen thanked the group for listening and installing the crosswalk at Senator Highway and Haisley Road. She has an additional request to look at the addition of a sidewalk on Nathan Lane, east from Senator Highway. There is a gap in the sidewalk from that intersection to approximately 300 feet to the east northeast.

Councilmember Rusing requested this concern be placed on the agenda for November.

4. DISCUSSION & ACTION ITEMS

A. Approval of September 11, 2023 Meeting Minutes.

**MOTION BY MEMBER COOK APPROVE THE SEPTEMBER 11, 2023
MEETING MINUTES; MOTION SECONDED BY MEMBER FERO:
PASSED (6-0)**

B. Presentation and Discussion Regarding a Request for Traffic Calming in the Crossings

Public Works Transportation Manager, Ian Mattingly, summarized the agenda item history. Ten speed humps were installed in the neighborhood; four on Clearwater in 2006 and six on Robin in 2007.

Two years later, a follow up study showed speeds had slowed from to the 24-28MPH range where the speed humps were installed.

Citizen Posey Nash read a letter that she and her neighbors sent to Chief Bonney. The letter cited speeding and cut through traffic being problematic on Clearwater and Robin. There was also an accident in April 2023, involving a car driving into a yard and only being stopped by a boulder in front of the home. Additional homeowners from the neighborhood added that people drive around school buses when the bus stops to pick-up and drop-off children. Ms. Nash stated more homes and more businesses have led to more traffic in the neighborhood. Another resident and his wife stated they added children at play signs which have been run over.

Chairman Fanelli asked the residents to clarify whether the issues are related more to speeding or the number of cars.

Ms. Nash requested slowing traffic in the business area and to stop traffic before the residential area begins. She supplied a map showing additional proposed stop signs that she feels would help control speeding. The locations included a three-way stop at Clearwater and Robin, and a three-way stop at Clearwater and Aster.

Ms. Nash continued that the speed humps helped initially but are no longer as effective. Chairman Fanelli reiterated that it seems that speed, keeping people on the road, and preventing cars from unlawfully passing school buses are the issues.

Mr. Mattingly stated that the speed humps are likely still working, since they are the highest level of vertical traffic calming that we allow. During the brief time Mr. Mattingly observed traffic in this neighborhood, he found that many drivers are cautious and drive under the speed limit with just a couple of outliers that were monitored at 37 and 39 MPH. Staff will do a traffic analysis over the next couple of weeks to better understand what measures may be taken. The City's adopted traffic calming policy outlines criteria for speed mitigation efforts at 7MPH above the posted speed limit and has other criteria for cut through traffic. Clearwater and Robin are residential collectors, and the threshold is 700 vehicles per day. It was added that residential units typically generate 10 vehicle trips per day. One thing the traffic calming policy outlines is that we do not use stop signs to control speed and/or cut through movements.

Mr. Mattingly will be looking at several opportunities to help this area including the following:

- Improved signing where the business area transitions to residential
- Look at adding center and edge lines to define roadway to help reduce passing
- Staff will reach out to PD enforcement for the bus issue

For clarification purposes, Mr. Mattingly asked if the buses use the same route in the morning and afternoon; the residents replied yes.

Mr. Mattingly asked if the buses stop at multiple locations; the residents replied yes.

Councilwoman Cantelme asked if this can become a gated community. Mr. Mattingly replied public streets are not gated for private use.

Member Knapp asked if this area can be changed to one-way in, one-way out, like Willow and Gurley. Mr. Mattingly replied that the traffic policy has information on closures and access changes, and would need to know volumes and how that relates that to resident usage. Any decision to close streets will escalate to Council for approval.

Ms. Nash summarized that they know that their streets are not to the use level of Rosser. If measures such as re-striping, replacing the signs that are missing, and adding signs on both sides of humps can be looked at for implementation, that would be appreciated.

Chairman Fanelli will communicate to our Police liaison to attend the next meeting to discuss enforcement during bus drop-off and pick-up times.

For clarification, Mr. Mattingly asked if the neighborhood has a homeowners association (HOA). Ms. Nash replied yes, HOAMCO is their HOA management company.

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

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

No presentation took place; CYMPO was not present at this meeting.

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

D. Presentation & Discussion Regarding the General Plan Circulation Element

Mr. Mattingly reviewed the outline of the Circulation Element draft for the General Plan. He stated that re-formatting and expanding the document will align with the Prescott Valley model. Mr. Mattingly will meet with the General Plan Committee on October 25, 2023 to present the draft changes and will bring the information to PBTAC in November.

Community Development Planner, Tammy Dewitt, stated that the goals for circulation are important to have completed before the October 25th meeting. Mr. Mattingly continued with the outline for the Circulation Element, stating that the PBTAC committee members' edits and feedback are included in the document for consideration. Overall maps will be added to the document and include certain large-scale connectors in our map section and the bike circulation map.

Member Knapp asked if a trails elements will be included in the Circulation Element. Ms. Dewitt stated that Open Space and Recreation will be separated into two sections of the General Plan.

Additional discussion between members included adding an additional goal for retrofitting sidewalks and multi-modal paths language. Ms. Dewitt cautioned that we only add items to our section that we need and can support. There will be an implementation committee that will meet every six months to review.

Councilmember Rusing commented that she would like sidewalks to be a goal. This would include identifying areas to put in sidewalks and funding. For example, Lazy G was approved without sidewalks and has limited parking causing people to park on the street and walk in the street as there is no sidewalk.

Chairman Fanelli asked if we can add sidewalks as a goal, Ms. Dewitt suggested it be a long term goal for a study of sidewalks. Director Rowitsch stated that if it is to be a goal, it needs to identify funding opportunities.

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

E. Presentation & Discussion Regarding Ongoing Project Updates

- Bradshaw Drive Guardrail

Mr. Mattingly presented the results of a study that staff commissioned for the safety of the s-curve on Bradshaw Drive. Warrants are met for guardrail installation which will become a capital project. A location map for the guardrail locations was reviewed.

Mr. Knapp asked about the pavement width, and will it restrict room for non-vehicle maneuvering. Mr. Mattingly replied that it is narrow.

Public Works Director Gwen Rowitsch stated that this is a safety issue improvement, and not a roadway improvement.

Councilmember Rusing asked if reflectors will be installed for visibility at night to which Mr. Mattingly replied yes.

- Fair Street and Gail Gardner Way Traffic Signal

Mr. Mattingly updated that staff has received a draft IGA for review for acceptance of the grant funding. This will be presented to Council for approval to accept the funds. The grant funds will cover the entire cost of the signal installation.

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

5. GENERAL ANNOUNCEMENTS

The next meeting is scheduled for November 13, 2023.

6. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 10:52 am.

BILL FANELLI, Chairman

ATTEST:

CAREY OBERHEIM, Financial & Business Operations Manager

Date



TO: MAYOR AND CITY COUNCIL
AGENDA: November 13 Pedestrian, Bicycle & Traffic
Advisory Committee
DATE: November 13, 2023
DEPT: Public Works
ITEM #: 4.B
SUBJECT: Presentation & Discussion Regarding a Request
for a Sidewalk Installation on East Nathan Lane.

ITEM SUMMARY

Staff will provide background and information regarding a citizen's request for a sidewalk to be installed along East Nathan Lane, from Senator Highway east.

BACKGROUND

Nathan Lane and City Lights has sidewalk along the north side of the roadway with the exception of a 330' section extending east from Senator Highway. The reason why this section was excluded when Nathan Lane was constructed is not known as the Plat records for that area were not able to be found.

The city currently budgets \$200-250K per year for the Miscellaneous Concrete Repairs Project which is used to repair (grind) lifted panels, replace broken panels and occasionally adding small sections of sidewalk to promote connectivity. Each year the project is only able to fund a portion of the top prioritized concrete repairs. Each year, the city receives many citizen requests for new sidewalks on streets without facilities and to fill sidewalk gaps. Careful consideration of where funds should be spent is important to use them in the most beneficial way. This item is to discuss the current request and if it will be included in future year planning.

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: November 13 Pedestrian, Bicycle & Traffic
Advisory Committee
DATE: November 13, 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 Kickoff
- Transportation Alternatives Program Updates

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: November 13 Pedestrian, Bicycle & Traffic
Advisory Committee
DATE: November 13, 2023
DEPT: Public Works
ITEM #: 4.D
SUBJECT: Presentation & Discussion Regarding the
General Plan Circulation Element.

ITEM SUMMARY

Staff presentation and Committee discussion regarding the Circulation Element of the General Plan.

- Draft Review Update
- Update on the Presentation to the General Plan Committee
- Schedule Update

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.

Staff will provide an update from the recent GPC workshop meeting, which included the proposed draft Circulation Element.

FINANCIAL IMPACT

None

RECOMMENDED ACTION

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

ATTACHMENTS

None