

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



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September 8, 2025 | 9:00 AM  
City Council Chambers  
201 N. Montezuma Street  
Prescott, AZ 86301

**MINUTES**

**1. CALL TO ORDER**

Chairman Koven called the meeting to order at 9:00 a.m.

**2. ROLL CALL**

Lou Koven, Chair  
David Fero, Vice Chair (Excused)  
Ken Godbold, Member (Excused)  
Kent Hart, Member  
George Hotchkiss  
Jim Knaup, Member  
Joe Scott, Member (Excused)

**3. OPEN CALL TO THE PUBLIC**

There was one speaker request during Open Call to the Public, from Mr. Tom Collins.

Mr. Collins, a resident representing Prescott Lakes Community Association, stated that he attended an earlier meeting and raised ongoing concerns regarding Sarafina Drive. He stated that he had previously requested the installation of speed humps and was informed that a traffic study would be conducted. According to the study data, speeds reached the 85th percentile threshold, which qualified the area for a traffic calming implementation. As a result, a three-way stop was installed. He noted that the area now has some of the improvements installed, however, he expressed concern that no action had occurred until approximately a month ago when the stop signs were installed.

Mr. Collins commented on concerns with drivers not adhering to the stop signs and continual driving through the intersection. He added that the temporary "stop sign ahead" warning signs had been removed, which he believes contributes to the issue. Additionally, he brought up the issue of a golf course crossing, noting that he had been told the warning signs would be relocated. While the sign was relocated approximately 150 feet, he is requesting that the custom wood post be relocated as well, with the sign affixed. He also requested that the base of a different stop sign be turned as it currently faces the houses rather than the street. Mr. Collins reiterated that he is speaking on behalf of the neighborhood and is seeking answers and further action regarding these issues.

Public Works Director, Gwen Rowitsch, confirmed that staff would be in contact with Mr. Collins with an approximate timeline for the completion of the project.

#### 4. DISCUSSION & ACTION ITEMS

- A. Approval of the July 14, 2025, Pedestrian, Bicycle & Traffic Advisory Committee Meeting Minutes.

**MOTION BY MEMBER KNAUP TO APPROVE THE MINUTES AS PRESENTED; SECONDED BY MEMBER HART: PASSED (4-0)**

- B. Presentation & Discussion Regarding an Update From Central Yavapai Metropolitan Planning Organization (CYMPO).

CYMPO Planner, Amanda Hardt, shared with the Committee that the final draft of the Central Yavapai Active Community Transportation-Unified Plan (ACT-UP) is currently under review, with adoption by the CYMPO Executive Board anticipated soon. The Board will also be reviewing the SR69 Corridor Master Plan in October. She also shared that the Regional Trails Plan assessment is ongoing, with community engagement activities scheduled to begin in early 2026.

Ms. Hardt updated the Committee on regional grants, specifically referring to the Arizona Smart Funds, which are intended to offset the \$125,000 local match required for the Downtown Prescott Safe & Smart Streets Initiative (DPSI) project being done under the Safe Streets & Roads for All (SS4A) Grant Program.

Director Rowitsch commented on the significance of the funding, noting that \$625,000 is a substantial award. The project had initially received a half-million dollar grant, and CYMPO was able to secure the additional \$125,000. She expressed appreciation for their support.

Mr. Knaup asked about the assurance of the funding.

Director Rowitsch responded that to their knowledge, the full amount of the federal funds would be received.

Ms. Hardt confirmed that the funds are expected in September, at which point the project will proceed with its scope. She also noted that the application for the \$125,000 match has already been submitted to the state for reimbursement.

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

- C. Presentation & Discussion Regarding Grants & Project Updates.

Transportation Manager, Ian Mattingly, presented updates for the following grants and project updates.

Grants:

- Safe Streets & Roads for All (SS4A) Dexter/North Business District  
The contract with the Federal Highway Administration (FHWA), previously reviewed by the Committee, is now underway.

Data collection has been completed, a kickoff meeting was held last week, and a steering committee was formed per grant requirements.

A website has been selected to host an interactive mapping tool that will allow the public to provide detailed input to help shape the project.

Member Knaup asked about the scope of the project, noting that the materials appeared to be heavily pedestrian-centric. He requested confirmation that bicycle transportation is also being addressed, given the connectivity challenges in the area.

Mr. Mattingly confirmed that the project scope includes both pedestrian and bicycle elements, as the survey questions specifically ask whether feedback pertains to pedestrian, bicycle, both, or other modes of transportation. The plan addresses both the on-street network and greenway trails, a Trails Coordinator has been assigned, and former PBTAC Chair, Bill Fanelli, is serving on the steering committee, ensuring a balanced focus.

Mr. Knaup commented on his approval of the project, acknowledging the challenges of the area.

Mr. Mattingly added that the goal of the project is to identify and prioritize specific transportation projects moving forward.

- Transportation Alternatives (TA) Grant Submittals

The city submitted applications for the Prescott Sidewalk Gap Project and the Whetstine Sidewalk and Improvement Project. Although these projects were not selected for funding in the current grant cycle, ADOT will be sending a comment letter, which may support resubmission in a future cycle.

Mr. Mattingly confirmed that he will share any additional information with the Committee as it becomes available.

Member Hart inquired whether the Nathan Lane project, referring to the Prescott Sidewalk Gap Project by street location, would still move forward.

Mr. Mattingly clarified that Nathan Lane is not a city funded project. However, the area was included in the city's grant application as part of a broader package addressing gaps.

There were no new updates for the SR69 MUP Final Design & Construction grant item.

Projects:

- Bollard Project Phase II

Phase I was completed in the previous fiscal year. The project is entering Phase II, which will include a new set of bollards on the south side of the intersection at Montezuma Street and Sheldon Street, near city Hall, which is intended to prevent vehicle incursions. Additionally, four locations on Goodwin Street are also included in this phase.

- 2025 Traffic Count Contract

Traffic counts from the contract have been completed. The data is in the process of being uploaded to the ADOT website in compliance with CYMPO requirements and will also be made available on the city's website.

- Coordinated Traffic Signal Timing

Coordination is now in place from Williamson Valley Road to Montezuma Street on Iron Springs Road/Whipple Street/Montezuma Street, to improve overall traffic flow through the corridor.

Member Knaup commented on the shift in traffic detection technology, noting that he used to look for loop detectors but has now observed cameras being used. He asked whether these new systems are capable of detecting traffic further to the right, specifically within bike lanes.

Mr. Mattingly confirmed that the upgraded systems detect vehicles, bicycles, and pedestrians, with customizable zones that include the bike lanes. Pavement stencils can also be used for guidance if needed.

- Traffic Calming: Sarafina Drive, Schemmer Drive

*Note: Comments made by Mr. Collins during Open Call to the Public were later identified as related to this agenda item and are referenced accordingly.*

While progress on Sarafina Drive has been slower than anticipated as Schemmer Drive has been prioritized, a four-way stop has been installed, with a commitment secured from the striping contractor to have the markings completed in September. Temporary signage previously placed at the new 4-way stop will likely be reinstalled to help with driver compliance until all permanent measures are in place. The city has an agreement with Prescott Lakes Community Association allowing decorative posts, though standard posts are used by default, and any custom enhancements are the responsibility of the Association.

Member Hotchkiss inquired whether Prescott Lakes expected the City to handle relocation of decorative posts.

Mr. Mattingly clarified that there may have been some misunderstanding. In past cases, the community's contractor removed or modified the custom signposts as needed since the city only installs standard signs and posts. With the relocations and changes in the signing of the new traffic calming plan some posts were left and may need to be removed. Staff will review the signing and posts again and coordinate with the HOA as needed.

Member Koven asked why the community wouldn't be responsible for the signage if it is on private property.

Mr. Mattingly explained that the signage is located within the public right-of-way (ROW), which brings it under city jurisdiction.

However, any additional costs associated with decorative enhancements are covered by the Association.

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

D. Presentation & Discussion Regarding the Park Avenue Traffic Corridor.

Neighborhood residents, John and Linda Lutes, were invited to share concerns about increasing traffic along Park Avenue.

Mrs. Lutes stated that they have noticed a rise in both construction and general traffic volume, especially in the section between Country Club Drive and Leroux Street, where a hill limits visibility.

She shared concerns about no marked crosswalks between Copper Basin Road and Gurley Street, creating safety risks for pedestrians in the area. She had spoken with a traffic control representative about a potential electronic speed sign but was informed that funding was unavailable. Describing the area as unsafe, Mrs. Lutes said residents often must run across the street and noted that drivers tend to speed up near the school zone rather than slow down. Although monitoring was mentioned by the city, she said they have not personally observed that occurring.

Mrs. Lutes requested the installation of a speed control device, such as a small speed bump or a radar speed sign and referenced other areas where flashing warning devices are used successfully. She asked the Committee what actions could be taken to improve safety.

Member Hart asked whether there have been three accidents in the area within the past four years.

Mrs. Lutes responded that prior to the more recent improvements, there had been at least five accidents. Since the improvements, there have been three, although she was unsure of the exact time frame, possibly over the past five or six years. She noted that limited sight-distance may be contributing to the accidents.

Mr. Mattingly provided a presentation regarding the Park Avenue corridor, noting the challenges present along the roadway. Photos were referenced, outlining site visibility issues. He explained that Park Avenue is classified by the City as a high-volume, two-lane collector road that receives traffic from multiple local streets. It has a 25 MPH speed limit, double yellow centerline, and free-flow traffic, with stop signs controlling side streets. On-street parking is allowed in certain areas. Horizontal and vertical curves in the center section limit sight distance, contributing to concerns raised by residents.

Mr. Mattingly also reviewed current safety features, including oversized truck restrictions (over 10,000 GVW), lighting at key intersections and Historic District segments, vertical curbs and gutters, and sidewalks on at least one side, with ADA curb ramps. "Slow" signs are posted at select points, and a 15 MPH school zone with a crossing guard is in place near Lincoln School.

Mr. Lutes commented on a southbound section of Park Avenue near Country Club Drive, where the sidewalk ends and transitions into gravel, forcing pedestrians to step into the street.

Mr. Mattingly explained that during previous corridor improvements, the sidewalk was intentionally terminated at that location due in part to topography and visibility concerns. A ramp was installed instead, as extending the sidewalk would have placed it too close to the roadway and created a safety hazard. He acknowledged that while the solution is not ideal, it was made with pedestrian safety in mind.

Mr. Lutes further noted that from that point through to Sierra Prieta Drive, there is little to no sight distance or sidewalks present. He stated that if vehicles adhered to the posted speed limit, the lack of sidewalks might not pose as great a concern. Speeding remains a problem for drivers turning left or right, with only noticeable traffic-calming occurring near the school.

Mr. Mattingly presented traffic data previously collected along Park Avenue, specifically near the Leroux Street and Sierra Prieta Drive area. Field data was collected on June 6, June 11, and July 31, 2024. The 85th percentile speeds ranged between 29 and 32 MPH, while the average speeds were between 26 and 29 MPH. Maximum speeds ranged from 34 to 37 MPH. Out of a 400-vehicle sample, six vehicles were recorded exceeding 35 MPH. Data from spring 2023 showed a 24-hour traffic count of 7,489 vehicles, with 3,687 traveling northbound and 3,802 southbound. Regarding safety, Mr. Mattingly reported that five-year crash statistics for the corridor do not indicate a recurring crash problem.

An overview of the city's Traffic Calming Policy Considerations was shared by Mr. Mattingly, referencing other examples such as Rosser Drive and Robin Drive. He noted that vertical measures like speed humps are not permitted on collector or arterial roadways under current city policy. Park Avenue is classified as a primary emergency response route and may serve as a future evacuation route for South Prescott, limiting the types of traffic calming allowed. He explained that all requests must meet the specific thresholds outlined in the policy, ensuring a consistent, data-based approach to calming measures.

To address concerns along Park Avenue, Mr. Mattingly outlined possible next steps. Crosswalks could be considered, and a multi-way stop warrant study might be conducted either in-house or through a consultant. Additional options include striping, bollards, and further data collection. While no dedicated bike lanes are present due to on-street parking needs, the existing roadway width could allow for future improvements. A previous speed and traffic study conducted earlier this year helped prioritize locations for calming measures. However, budget limitations remain a challenge. Mr. Mattingly also cautioned that installing stop signs without meeting warrants can lead to unintended consequences.

Engineering Technician, Isaac Rodriguez, added that "Slow" warning signs were installed in August 2024 to raise awareness. He added that staff continue working to mitigate traffic issues and clarified that Manual on Uniform Traffic Control Devices (MUTCD) prohibits multi-way stops from being used solely as traffic calming measures.

Mr. Mattingly confirmed agreement with this standard.

Member Knaup commented on the value of conducting further traffic counts and suggested it may be worthwhile investigating further for a possible stop sign installation. He also noted the previously identified need for sidewalks in the area.

Member Hart agreed that there was a need for supporting statistics and referenced prior issues along Mount Vernon Avenue.

Mr. Mattingly responded that any multi-way stop consideration would require further analysis, including how changes at Leroux or Country Club might interact with North Hassayampa Drive. He noted that a targeted approach to specific intersections may be most effective.

Member Hotchkiss commented that the intersection at the top of the hill was built over 80 years ago, and with current traffic flow, there is limited potential for change. However, he supported exploring additional options and asked if the area had visibility challenges.

Mr. Mattingly confirmed that visibility is an issue when exiting County Club Drive to the right. Some warrants consider those factors, and linking sidewalks could create a safer crossing.

Member Hotchkiss asked whether a mid-block crosswalk between Glenwood and County Club could be considered. He also asked why traffic volumes are high.

Mr. Mattingly responded that this could be possible if certain criteria were met. Regarding traffic volume, the area has historically experienced significant traffic, but Copper Basin Road carries traffic volumes not seen in past years.

Mr. Lutes thanked Mr. Mattingly for his efforts and stated that he understands the stop sign issues. He suggested more enforcement of the 25 MPH speed limit, which he believes would resolve many issues. He also suggested installing radar speed signs in both directions, at least one for each side. He supported the idea of a mid-section crossing, ideally with radar signs placed in advance of the crossing.

Mr. Mattingly commented that staff could review options, such as on-street striping to narrow the roadway, enhancing biking and walking access to crossing areas, as well as adding radar speed signs.

Mr. Rodriguez added that if higher speeds are confirmed through additional data, the Police Department could assist in mitigation efforts.

Member Koven noted that while the Police Department has limited resources, that remains a good approach.

Mr. Mattingly assured that data collection would be completed prior to involving the Police Department and mentioned that Citizens on Patrol could deploy temporary radar signage.

Mrs. Lutes asked whether data collection would include peak travel times such as rush hour.

Mr. Mattingly confirmed that this could be considered. After reviewing the before mentioned items, more data could be brought back to a future meeting.

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

**5. UPDATES FROM STAFF**

Member Hart addressed the Committee noting that his term is coming to an end. There were no further updates from staff.

**6. ADJOURNMENT**

There being no further items to discuss, the meeting was adjourned at 10:18 a.m.



LOU KOVEN, Chairman

ATTEST:



MARIKAY ANDERSON, Administrative Coordinator

10/13/25

Date