

Meeting Report

Project: City of Prescott Rodeo/ Fairgrounds Master Plan
Project Number: 20250158
Meeting Date / Time: June 2, 2026
12:00 pm
Location: UA Cooperative Extension Office – Meeting Room
840 Rodeo Dr Bldg C, Prescott, AZ 86305
Purpose of Meeting: Rodeo/ Fairgrounds Master Plan – Steering Committee
Present: **Steering Committee**
Deb Thalasis – Neighbor
Earl Duque – Neighbor
Sue Manuel – Neighbor
Kym Lopez – President, Prescott Frontier Days Inc.
Rex Hinshaw – Vice President, Prescott Frontier Days Inc.
Jim Dewey Brown – General Manager, Prescott Frontier Days Inc.
Mike Morris – Deputy City Manager, City of Prescott
Annie Baker – Compost Manager, Prescott Farmers Market
JB DelCampo – Market Director, Prescott Farmers Market
Phillip Peek – Regional Business Manager, U of A
Levi Darby – Fair Chairman, Yavapai County Fair
Rosalee Darby – General Manager, Yavapai County Fair

City of Prescott
Dallin Kimble – City Manager
Eric Sparkman – Drainage Engineer
Matt Killeen – Environmental Project Manager
Scott Balck – Project Manager
Travis Bryson – Engineering Technician

Beta Public Relations
Connor Cassens – Vice President

GH2 Architects
Robert Wadsack – Architect, Principal
Kala Ade – Equine Architect, Principal
Zoey Ford – Architectural Intern

Circulation: All meeting attendees
Prepared By: Zoey Ford
Date of Circulation: June 23, 2026 (*Revisions issued on 6/26/2026*)

TOPIC

Refer to previous meeting minutes/discussion for previous discussion topics.

Italics represent meeting minute items that were revised.

ACTION

1. REVIEW PREVIOUS MEETING MINUTES

1.1 There were no comments on the previous meeting minutes.

2. PROJECT SCHEDULE

2.1 The current Gantt chart was reviewed with upcoming key dates.

- A. There are remaining monthly meetings scheduled through September. GH2's contract ends at the end of September and goes to Council end of August. There's some flexibility and additional meetings could be scheduled if the Committee feels necessary.
- B. July 7th was determined to be the best date for the next Steering Committee Meeting.
- C. GH2 to present to City Council on *June 23rd*
 - 1. The Steering Committee would like City Council to receive their comments as well as the survey responses from the Community Meeting, prior to GH2's presentation on *June 23rd*.
- D. GH2 to attend the Prescott Frontier Days Rodeo on July 3rd
- E. Community Meeting #3 on August 3rd
- F. Steering Committee Meeting on August 4th

3. COMMUNITY MEETING #2

3.1 GH2 shared some positive feedback and responses from the surveys and asked the Steering Committee for any feedback from the Community Meeting:

- A. Beta PR tracked an average total of 140-150 people in attendance
- B. GH2 has gathered 107 online surveys and 66 hand-written surveys.
 - 1. GH2 to compile all data received and share with the Steering Committee.
- C. The Steering Committee came up with some future improvements:
- D. Levi - Should have more boards for the future- too many people at the boards at once. Would be good to spread tables out more as well
 - 1. Each group should have their own draft concept master plan board to present from alongside their stakeholder boards.
 - 2. Stakeholders should be spread out more to not create too much congestion.

4. ENVIRONMENTAL PRESENTATION

4.1 Drainage and stormwater assessment of the site at a very high level. The goal is to make sure some of these issues are addressed in the Master Plan.

- A. Existing conditions – the more closely the color is to red on the map, the higher it flows. Site is generally flat with mild slopes at 1.5%. Biobasin provides treatment and can reduce e-coli by 50%. Top three primary pollutants – horse manure, sediment (dirt) considered pollutant by PD, livestock pens run-off. E-coli is a major pollutant of concern. *The surface water quality standard (SWQS) for full body contact, the ADEQ designated use for Miller Creek, is 410 colony forming units/ 100 mL.* They tested at different points to gather data, phosphorus levels were 40x the reservoir standard and 5x the creek standard. *E. coli levels in the creek, downstream of the mixing zone, were double the SWQS.*
- B. Proposed conditions – increase of 170,000sf of impervious areas. Linear buffer basins could be considered around the perimeter of the site. The existing catch basins can also be utilized in the new design process. There may be a conflict with the 12" drain and some re-routing may be needed.
- C. Long term facility management - Prevention is always preferred method. Livestock pen area is how the drainage is currently routed, capturing flows through there, but would be better to wrap around. Manure management is also a consideration regarding how long its on the ground. Maintaining the current catch basins is critical – restoring functionality would help get clean water *to underground percolation facilities and bio-basin.* Lot grading – lot is subject to nature and can be difficult for contestants and spectators. Reducing the grading during select times would help with improvements. Structural improvements – challenges with split rail fence when contestants have used it for tying horses. Manure management – composting through proposed manure compost system. 6" curb to divert stormwater from entering pens would reduce the downstream pollutant discharges. Maintain the bio basin, such as cleaning out the silt and trimming the vegetation. PFD has been responsible for on-site grading and contributing \$500/ year financially to biobasin management.
- D. Future needs - expanding the basin to accommodate the *pollutant load. Regular maintenance* of the underground detention facility. On-site catch basins would become PFD's responsibility.
- E. Conclusions – need additional detention areas, additional treatment and conveyance. *Prevent, contain,* and manage at the source. Opportunity to partner with the Rodeo and improve the existing and proposed conditions.
- F. Questions regarding the information presented:
 - 1. How much of the pollution was human or dog feces? Kym states they clean out daily and want to make sure it's not just equine/cattle being shown in data. Jim has re-routed and added a drain to address the issues.
 - 2. The modular composting system was identified in the previous master plan. PFD has identified their preferred potential location being near the proposed Equipment Barn.

- i. Would this put the rodeo in a better standing/compliance?
 - a. Yes, it would put rodeo in better standing.
- 3. On the East side of the site, everything flows mostly North, is there anything that flows into the adjacent property?
 - i. There are some off-site flows around the livestock pens. French drain goes from the arena to the stock pens. The underground creek comes out near the catch basin near Barn B.
- 4. With removing Barn B would it be preferable that the flow goes more West or across the site?
 - i. Different methods would be best.
- 5. Are the roof-recapture systems that go into the underground system required?
 - i. The underground detention is captured around the grandstands and goes out near the Mackin building.
- 6. Where would the storm drain be rerouted?
 - i. They would be re-routed around the proposed Multi-Use Pavilion.
- 7. Coordination between the City and PFD will need to be well stated in writing.
- 8. Will the manure composter be covered?
 - i. Yes.
- 9. *PFD contributes to the bioswale maintenance per their lease requirements.*
- 10. Is there a different pattern that can be done for grading that PFD needs to do each week?
 - i. Conversation that needs to be had to make sure not to loosen sediment to the air etc.
- 11. With the amount of impervious area increase the surface area?
 - i. Yes, the volume will have to be accounted for to not increase flows.
- 12. Do we grade the lot too much? Do we grade less and start putting pesticides down for weeds?
 - i. A reduction in grading will reduce the pollutants coming off the site.
- 13. Best manure management practice; clean stalls immediately or leave for a couple days? Way to hold the water in the manure areas?
 - i. Not good to have livestock in wet areas, this can be a conversation to figure out the best method.
- 14. The City stated that they envision South and East side curbing around the livestock to help with the run-off.
 - i. Levi states they've added sand and pea gravel to help mitigate run-off. They have two manure pits for collection during Rodeo and Livestock events.
- B. City additionally emphasized the goal to keep site stormwater from running along high source areas

5. GENERAL DISCUSSION

- 5.1 PFD has maps of the *Smoki* Tunnels and has shared them with the City.
Access points are on sacred ground.
 - A. Deb would like story boarding in the community park referencing the *Smoki* Tunnels.
- 5.2 Some members asked about phasing for the Master Plan.
 - A. GH2 is asking PFD to identify their preference for phasing. GH2 can identify possible phasing
- 5.3 Steering Committee wanted to know more about what will be presented at future events and if an additional iteration would be presented to City Council
 - A. GH2 will not be presenting any further iterations to City Council without prior feedback from the Steering Committee. GH2 intends to present the current draft concept to City Council.
 - B. For the July Steering Committee Meeting, GH2 will work to refine internal and pedestrian circulation as well as environmental considerations.
 - C. While GH2 attends the Rodeo to present an update, the set-up will be similar to what was done at the Farmers Market on May 30th. Only the draft concept will be presented and there will not be any surveys.

6. COST ESTIMATES

- 6.1 GH2 has made updates to the cost estimate and will distribute with the meeting minutes:
 - A. The Site Areas column is a culmination of site area.
 - B. Previously the numbers were based upon past similar project types. GH2 has made the following updates:
 - C. Existing buildings include demolition and have different ranges based on program uses.
 - 1. New buildings column features low and high price ranges
 - 2. Total cost ranges from \$56 million to \$81 million
 - D. Steering Committee voiced the vast differences between the current and previous cost estimate.
 - 1. GH2 has aligned the scope of the buildings that has been requested with local market conditions/cost.
 - E. What is the Multi-Use Pavillion and what does it include?
 - 1. Entry point for the grounds that would have open area floor for assembly type uses, MEP, I.T, and ticket offices. Could also have operable doors for enclosure/open-air
 - F. What does the Pole Barn cost include?
 - 1. It would be insulated metal roof, PEMB steel columns to allow for clear span with a concrete floor (to allow for multi-use) for the higher range which includes higher assembly for fire suppression. GH2 would typically call for 14' eave heights and 3:12 roof pitches

for metal roofs. GH2 to give dimensions of pole barn. PFD and Fair to touch base on the specific program and needs they see.

- i. PFD states the pole-barn can be much simpler and no concrete flooring is not needed. GH2 will revise the cost estimate to reflect a dirt floor in future updates.
- G. What does the proposed Restroom Building include?
 - 1. Ticketing and security office space, storage, and restrooms. GH2 to refine location and dimensions of RR building to not interfere with Grandstands. Committee would like to know the range of restroom quantities that would be provided
- H. Anything identified in the \$15.3 mill has been updated in the estimate to show a \$0 cost.
- I. The Steering Committee would like to see responsibility for potential funding (tenant, private, public, etc.)
 - 1. This will be the City's responsibility.

7. NEXT STEPS

- 7.1 Next Steering Committee meeting to be held on Tuesday, July 7th at noon at the UA Extension Building.
- 7.2 Community Meeting #3 will be held on Monday, August 3rd.
 - C. The Adult Center opens at 3 pm. Beta PR invited the Steering Committee members to come early to help set up.

This is intended to be an accurate summary of items discussed. Please contact this office within 10 days of the date of this memorandum if modifications should be considered.

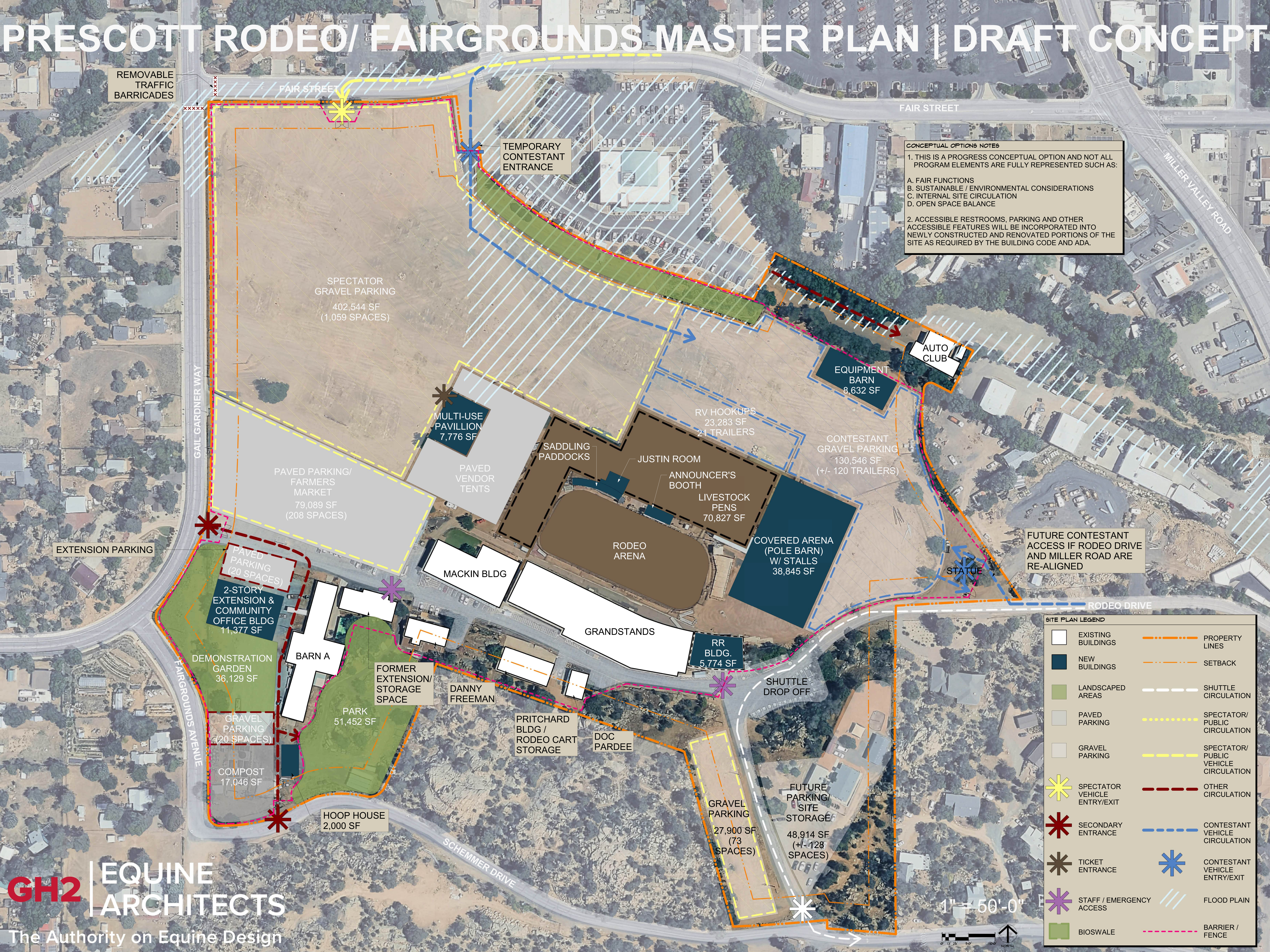
END OF MEETING REPORT

Attachments:

- 1. "Rodeo Fairgrounds Master Plan – Drainage and Stormwater – Full Slide"

cc: GH2 Design Team

PRESCOTT RODEO/ FAIRGROUNDS MASTER PLAN | DRAFT CONCEPT



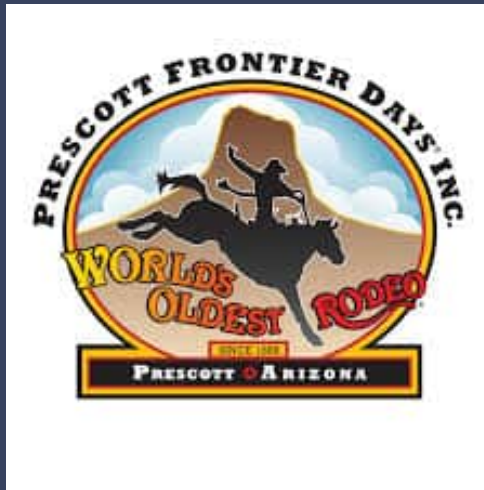
CONCEPTUAL OPTIONS NOTES

1. THIS IS A PROGRESS CONCEPTUAL OPTION AND NOT ALL PROGRAM ELEMENTS ARE FULLY REPRESENTED SUCH AS:

- A. FAIR FUNCTIONS
- B. SUSTAINABLE / ENVIRONMENTAL CONSIDERATIONS
- C. INTERNAL SITE CIRCULATION
- D. OPEN SPACE BALANCE

2. ACCESSIBLE RESTROOMS, PARKING AND OTHER ACCESSIBLE FEATURES WILL BE INCORPORATED INTO NEWLY CONSTRUCTED AND RENOVATED PORTIONS OF THE SITE AS REQUIRED BY THE BUILDING CODE AND ADA.

SITE PLAN LEGEND			
	EXISTING BUILDINGS		PROPERTY LINES
	NEW BUILDINGS		SETBACK
	LANDSCAPED AREAS		SHUTTLE CIRCULATION
	PAVED PARKING		SPECTATOR/PUBLIC CIRCULATION
	GRAVEL PARKING		SPECTATOR/PUBLIC VEHICLE CIRCULATION
	SPECTATOR VEHICLE ENTRY/EXIT		OTHER CIRCULATION
	SECONDARY ENTRANCE		CONTESTANT VEHICLE CIRCULATION
	TICKET ENTRANCE		CONTESTANT VEHICLE ENTRY/EXIT
	STAFF / EMERGENCY ACCESS		FLOOD PLAIN
	BIOSWALE		BARRIER / FENCE



Presented by :

Randy Perham, P.E., CFM – CITY ENGINEER

Eric Sparkman, P.E., CFM – DRAINAGE ENGINEER

Matt Killeen – ENVIRONMENTAL PROG. MANAGER

June 2nd, 2026

Rodeo Fairgrounds MP

Drainage and Stormwater Assessment

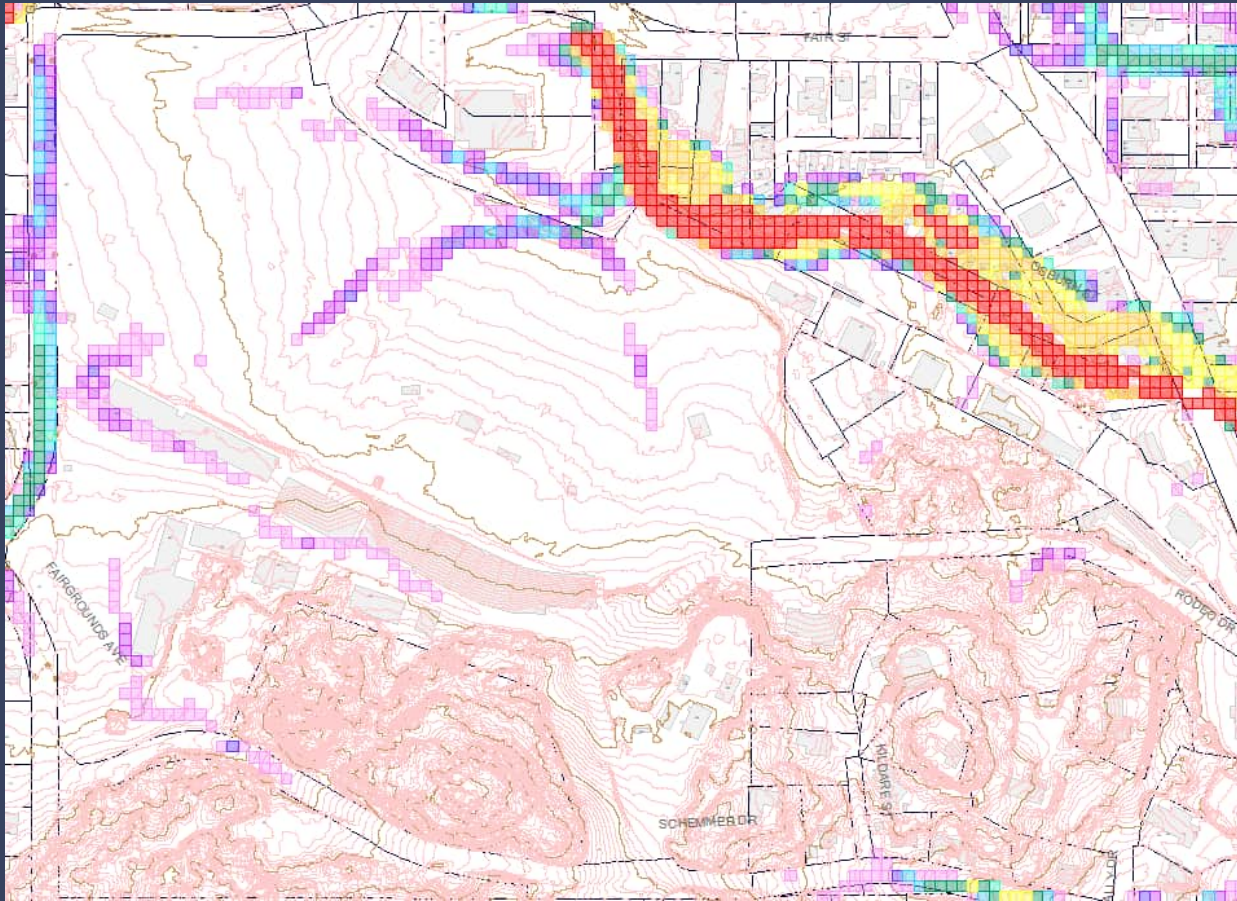


Agenda

- **Existing Conditions**
 - Topography, Flows and Outfalls
 - Drainage and Stormwater Infrastructure
 - Pollutant Sources
- **Proposed Conditions**
 - Drainage Improvements Needed
 - Stormwater Treatment Best Practices
 - Stormwater Treatment Improvements
- **Long Term Facility Maintenance**
- **Conclusions & Questions**



Existing Conditions – Site Topography and Outfalls

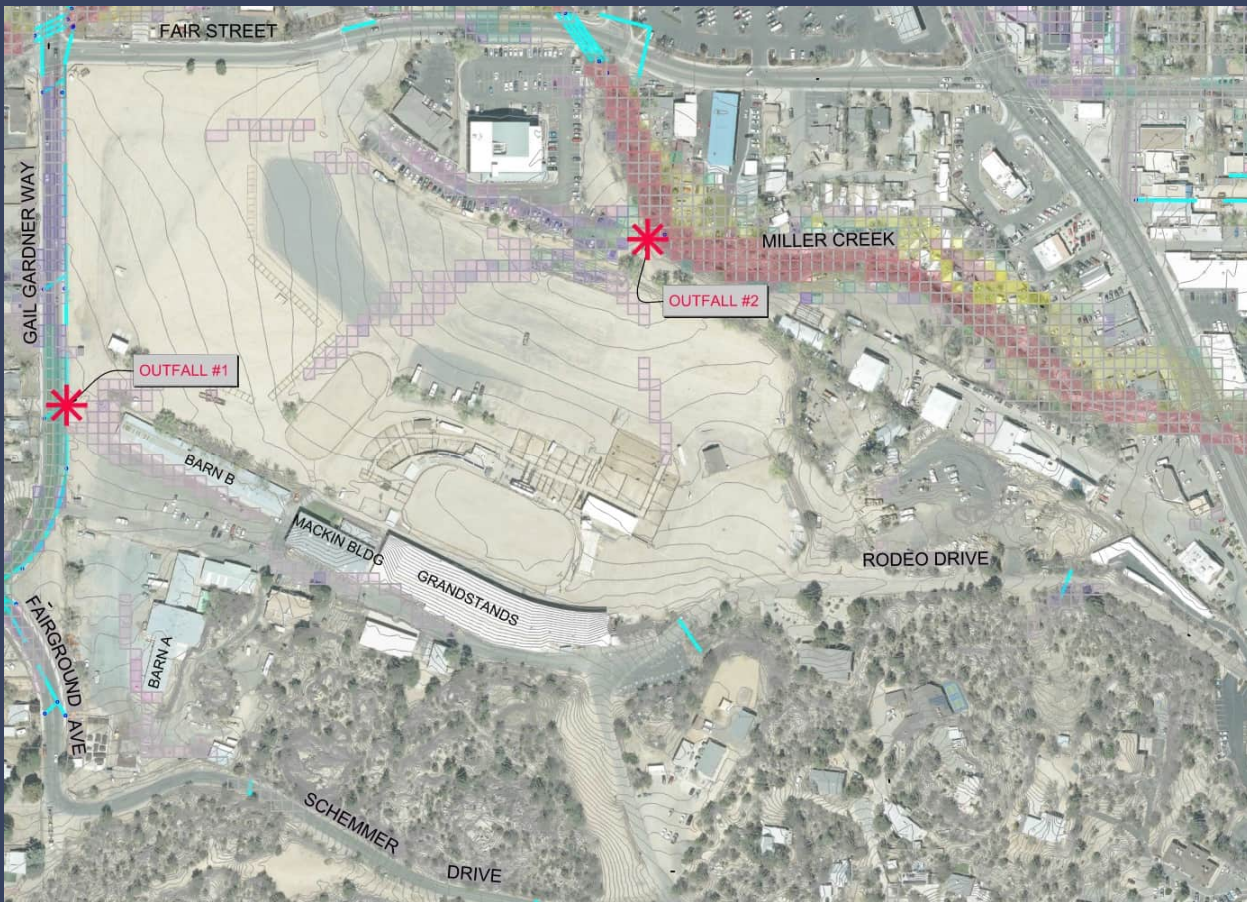


Site Topography – Generally flat with mild slopes (~1.5%) toward the northeast

Outfall #1 – Runoff discharged to storm drain system in Gail Gardner Way

Outfall #2 – Runoff discharged to Miller Creek

Existing Conditions – Site Topography and Outfalls

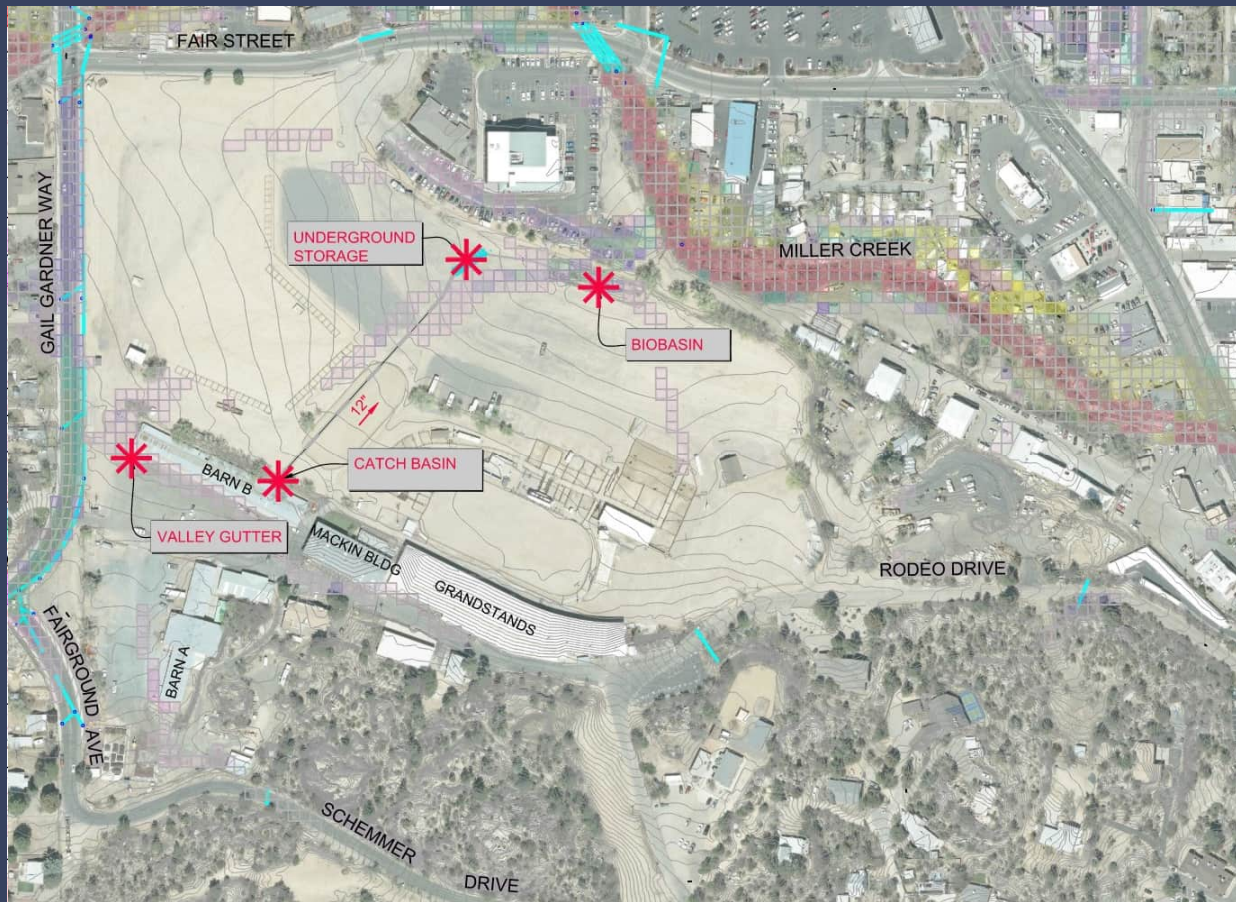


Site Topography – Generally flat with mild slopes (~1.5%) toward the northeast

Outfall #1 – Runoff discharged to storm drain system in Gail Gardner Way

Outfall #2 – Runoff discharged to Miller Creek

Existing Conditions – Drainage and Stormwater Infrastructure



Valley Gutter – Conveys runoff to existing catch basin to the southwest

Storm Drain System – Conveys runoff to underground detention/recharge system

Biobasin – Provides treatment prior to discharge into Miller Creek

Existing Conditions –impacts to water quality



Existing Conditions – water quality degradation

SWWP ENZYME SUBSTRATE COLIFORM TEST (COLILERT 24)

SM 9223B

State SWQS = 410cfu/100mL

Month/Year: APRIL 2024

Date	Start Time	Sample I.D.#	mls	Pos. Wells (Large)	Pos. Wells (Small)	Total Coliform cfu	UV Pos. Wells (Large)	UV Pos. Wells (Small)	E. Coli cfu	Report Date/Time	Analyst's Init. (Start)	Analyst's Init. (Stop)
4/3/24	1142	M1	100	48	15	218.7	1	0	1.0	4/4/23-12:00	Drub	Drub
	1143	M2	100	48	40	689.3	7	0	7.5			
	1143	M3	100	48	48	1011.2	34	4	61.3			
	1144	M4	100	49	48	2419.6	49	33	727.0			
	1144	M5	100	49	48	2419.6	49	35	816.4			
	1145	M6	100	49	48	2419.6	48	18	248.9	4/4/23		
			100									
			100									

- Thumb Butte Rec Area
- County/City Line
- @ Fair St.
- Below rodeo outfall
- Below rodeo outfall
- Lincoln Low water crossing

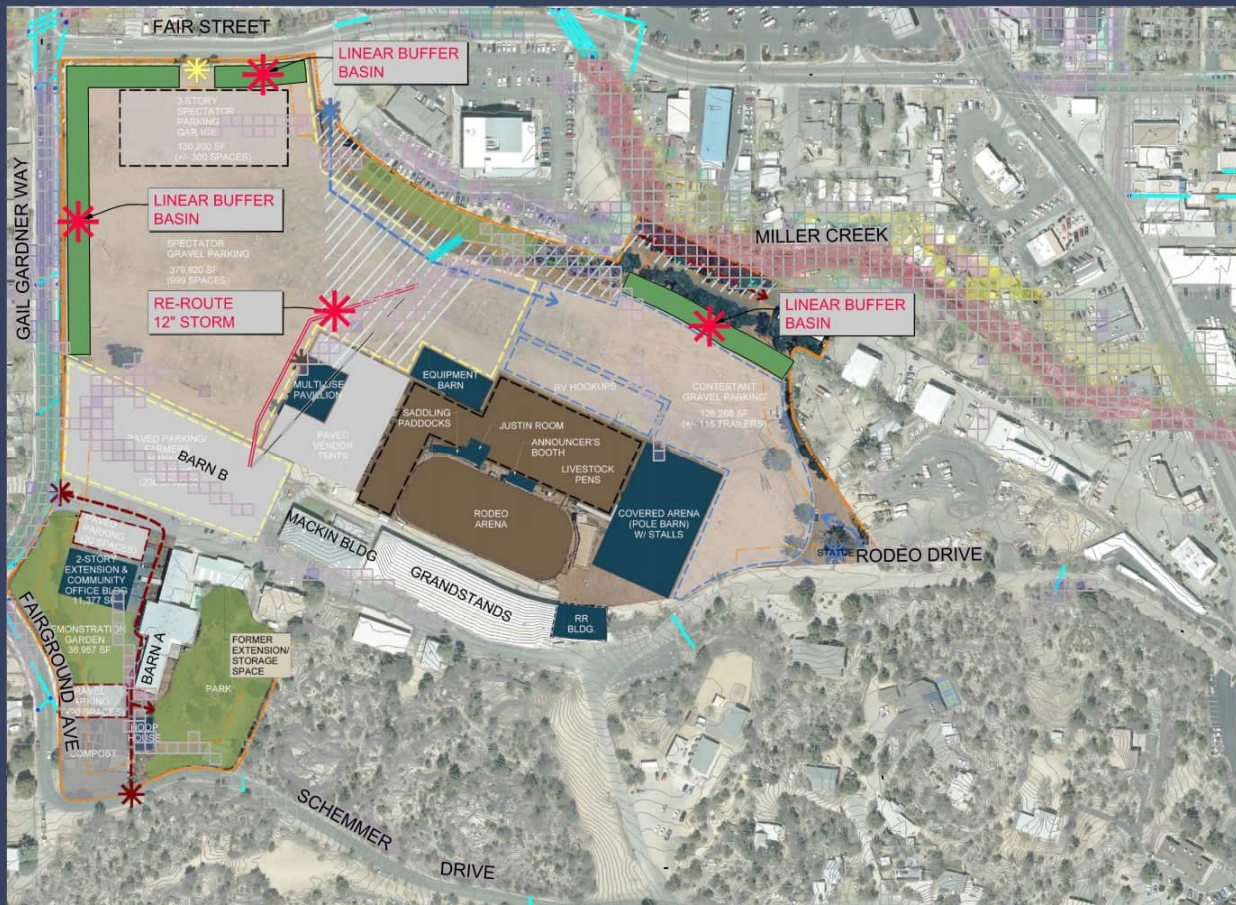
Phosphorus inflows to basin are:

- 40x the reservoir standard
- >5x the creek standard

Nitrogen inflows to basin are:

- >17x the reservoir standard
- >10x the creek standard

Proposed Conditions – Drainage Improvements



Impervious Surfaces – Proposed improvements add ~170,000 SF of impervious area

Storage & Treatment – Detention and first-flush treatment required

Buffer Basins – Linear basins may be considered for storage and treatment

Existing Facilities – Existing storm drain system, underground storage, and biobasin may be utilized

Stormwater Treatment Best Management Practices

Managing off-site flows



Manure Management

Existing infrastructure



Lot grading



Stormwater Treatment Structural Improvements

Vegetated swales and bio-basins
Steel pipe fence versus wooden split rail



Manure management
Containment

Long Term Facility Maintenance City/Rodeo Delineation

City of Prescott

- Biobasin maintenance
 - Vegetation
 - Silt deposition
- Underground detention cleaning



Frontier Days, Inc.

- Onsite grading
- Onsite earthen channels
- \$500 annual biobasin contribution



Future Needs

- Linear basins/bioswales
- Underground detention
- Storm drain & catch basin cleaning

Conclusions

Detention – Storage volume for additional runoff

Conveyance – Pipes/channels needed to route flows through the site

Treatment– Linear basins/bioswales

Maintenance Practices– Manure handling and removal

Opportunity– Partner with the Rodeo to improve both existing and proposed conditions

QUESTIONS?