

Meeting Report

Project: City of Prescott Rodeo/ Fairgrounds Master Plan
Project Number: 20250158
Meeting Date / Time: September 1, 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
Jim Dewey Brown – General Manager, Prescott Frontier Days Inc.
Rex Hinshaw – Vice President, Prescott Frontier Days Inc.
Gwen Rowitsch – Public Works Director, City of Prescott
Mike Morris – Deputy City Manager, City of Prescott
Annie Baker – Compost Manager, Prescott Farmers Market
Kathleen Yetman – Executive Director, Prescott Farmers Market
Matt Halldorson – County Director, U of A Cooperative Extension
Phillip Peak – Business Manager, U of A Cooperative Extension
Robin Woolsey – Director, Prescott Antique Auto Club
Levi Darby – Fair Chairman, Yavapai County Fair

City of Prescott
Dallin Kimble – City Manager
Scott Balck – Project Manager

Beta Public Relations
Connor Cassens – Vice President

GH2 Architects
Robert Wadsack – Architect, Principal
Anisa Hermosillo-Tronstad – Intern Architect
Zoey Ford – Architectural Intern

Circulation: All meeting attendees
Prepared By: Anisa Hermosillo-Tronstad
Date of Circulation September 2, 2026 (*Revised 9/8/2026*)

TOPIC

Refer to previous meeting minutes/discussion for previous discussion topics.
Italics represent meeting minute items that were revised.

ACTION

1. PROJECT SCHEDULE

1.1 The Project Schedule was reviewed with upcoming key dates.

- A. The September 22nd Council Voting Meeting will be the close of the 45-day public comment period.
- B. *The Rodeo/Fairground items on the September 22nd voting meeting agenda are the second of two (2) public hearings and closure of the 45-day public comment period.*
- C. The final Steering Committee Meeting will occur on October 6th.
- D. The final presentation to City Council will occur on October 13th.

2. DESIGN REVISIONS

2.1 There were a few updates to the Design Report and Site Plan, and the conversation is as follows:

- A. The seating capacity of the grandstands and subsequent seating on site is 4,454 in total.
 - 1. *The future expanded seating/ skybox seating was added to the site plan.*
 - 2. *Total seating capacity with the skybox seating will be 5,000.*
 - 3. *The seating will be the same height as the announcer stand.*
- B. The Auto Club access has moved toward the west and includes an additional gate into Contestant Parking.
- C. The Equipment Barn shifted towards the east.
- D. *A question was raised regarding the floodplain, and it was noted to have been removed from the rendered site plan graphics because it is no longer on the site. The floodplain was updated based on the FEMA map released in April 2026.*
- E. Crosswalk access along the west side of the site was realigned to align with the Mackin Building and Grandstands.
 - 1. From the realignment, the shuttle drop-off moved *north*.
 - 2. ADA parking *is located* in the Spectator Gravel parking lot and Paved Rodeo Parking/ Farmers Market area to allow for multiple area options for accessible parking during events. There is a total of 36 accessible spaces, *throughout the site*, based on seating capacity.
- F. The livestock and roping chutes *locations were flipped on the site* to work better for rodeo functions.
 - 1. The two-story restroom building shifted to maintain the Grandstands as is.
 - 2. As a result of the livestock and roping chutes being mirrored, the pole barn also changed orientation. The dimensions of the pole barn are approximately 140' x 280'.
- G. The parking lot capacity has changed to accommodate access realignment.
 - 1. GH2 emphasized that the gravel parking lot count is an estimate for parking.

3. OPEN DISCUSSION

3.1 A clarifying question was asked about the future expanded seating.

- A. The Rodeo clarified that the announcer stand is *not structurally sound* and needs to be replaced. This is a high priority.
- 3.2 According to the Rodeo, the Equipment Barn will need to be built before tearing down Barn B.
- 3.3 A clarifying question was asked about the water and sewer on the site.
 - A. The current master plan will not change the City of Prescott's plans for infrastructure changes.
 - B. It is unknown if the old East Restrooms once they were torn down if the lines were abandoned.
- 3.4 There are no additional planned updates to the Grandstands.
- 3.5 There was a clarifying question on what to do if there are multiple events on the site.
 - A. The Rodeo explained that, in the case of multiple events on site, it will be based on operational logistics that will change and flex over time.
 - B. The largest challenge that the Rodeo will have with the master plan is the rerouting of traffic.
- 3.6 There were clarifying questions asked of Public Works.
 - A. Public Works identified a grant source (ADEQ Recycling Grant) for the manure composter.
 - B. Public Works clarified that the design of the bioswale has not begun, and the drainage, water, and sewer design are all tied together. *Scope has begun.*
- 3.7 The County Fair clarified that there are around 10,000-15,000 visitors per day; however, at a given time there are only 2,000-3,000 people on site.

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. "26.09.01_Prescott Rodeo Fairgrounds MP_Steering Committee Presentation"

cc: GH2 Design Team