



**Office of the City Clerk**  
**BOARDS, COMMITTEES & COMMISSIONS**

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**COMPLETE STREETS COORDINATING COUNCIL  
(CSCC)**

**CREATED BY:**

Ordinance 11675, adopted August 6, 2019  
Ordinance 11753, adopted May 19, 2020  
Ordinance 11875, adopted September 14, 2021  
\*Ordinance 12024, Adopted August 8, 2023

**MEMBERSHIP / QUALIFICATIONS:**

Membership shall consist of twenty (20) members, seventeen (17) of whom shall be voting members and three (3) of whom shall be non-voting staff representatives. All shall serve without compensation and are appointed as follows.

- (1) The Mayor and each Council Member shall appoint one (1) member (total of 7).
- (2) The City Manager shall appoint one (1) member.
- (3) The Pedestrian Advisory Committee shall appoint one (1) member.
- (4) The Transit Task Force shall appoint one (1) member.
- (5) The Tucson-Pima County Bicycle Advisory Committee representing the City of Tucson shall appoint one (1) member.
- (6) The Park Tucson Commission shall appoint 1 (one) member.
- (7) The Commission on Disability shall appoint 1 (one) member.
- (8) The Transportation Director shall appoint 4 (four) members.
- (9) One (1) member shall be a designated staff representative from the following agencies:
  - a. Arizona Department of Transportation (ADOT)
  - b. Pima Association of Governments (PAG)
  - c. Pima County Department of Transportation (PCDOT)

**\* Denotes Changes**

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The three (3) staff representatives shall be non-voting members.

#### **FUNCTIONS:**

The CSCC is responsible for actively overseeing and bringing accountability to the Complete Streets Policy implementation process. The CSCC, the Technical Review Committee (TRC), and an integrated team of City staff representing multiple departments shall work collaboratively and inclusively together in a coordinated way to implement the Complete Streets policy.

- 1) The CSCC shall bring diverse community perspectives to inform the implementation of the Complete Streets Policy about which they shall, with staff, advise and make recommendations for decisions to be made by the Mayor and Council, the Transportation Director, and the TRC on, but not limited to, the following:
  - a. Development of a Complete Streets Policy Implementation Plan, using the draft Implementation Plan Outline developed by the Complete Streets Task Force, and carrying out the implementation tasks identified in the plan in partnership with City staff and the TRC;
  - b. Prioritization of transportation improvement projects through the development of a project prioritization tool as described in the Complete Streets Policy;
  - c. Allocation of transportation funding for Complete Streets improvements;
  - d. Design of Transportation projects to ensure consistency with the Policy and best practices in Complete Streets; and
  - e. Production and distribution of a biennial report documenting progress on the Complete Streets policy implementation, in partnership with the TRC and an integrated team of City staff representing multiple departments.
- 2) The CSCC will represent the diverse populations of Tucson. CSCC members will have an important role helping engage and educate the public on Complete Streets topics, and advocating for Complete Streets projects.

Community members are fundamental partners in the implementation of the Complete Streets policy. Therefore, the Mayor and Council, with support and guidance from City staff and the CSCC, shall ensure representative, inclusive, and meaningful community engagement, with a particular emphasis on communities that have traditionally been underrepresented in city planning and decision-making processes. This

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will necessitate specific strategies for overcoming barriers to engagement associated with race, ethnicity, income, age, disability, English language proficiency, vehicle access, and other factors linked to historic disenfranchisement. “Nontraditional” and innovative public engagement opportunities will be created to “go to the people” such as “pop-up” engagement at public places, pop-up demonstrations of proposed street redesigns, block parties, hiring community liaisons and/or contracting with community organizations to facilitate outreach. Engagement strategies will be further identified in a community engagement plan that will be co-developed by staff, the CSCC, and the TRC.

### **QUORUM:**

\*Pursuant to Tucson Code, § 10A-140(a) this BCC is designated as “Category 1,” for which a majority of the members currently *appointed and serving* shall constitute a quorum.

### **TERMS OF OFFICE:**

CSCC members appointed by the Mayor and each Council Member shall serve four-year terms. In the event that the appointing official leaves office prior to the conclusion of the appointee’s four-year term, the CSCC member’s term of service shall expire with the appointing official. Members appointed by the Transportation Director and the City Manager shall serve four-year terms from the time of appointment, in accordance with Tucson City Code (TCC), Chapter 10A. Members may serve no more than four (4) consecutive two-year terms eight (8) years in total.

The CSCC shall automatically terminate on June 30, 2025. The term of the CSCC may be extended by separate ordinance of the Mayor and Council

### **APPLICABILITY OF TUCSON CODE CHAPTER 10A, ARTICLE XIII:**

Except as otherwise specifically provided in this article, all provisions of TCC Chapter 10A, Article XIII, shall apply to the Council. Consistent with T.C. § 10A-134(c), members of the CSCC, can serve concurrently on up to two (2) City Boards, Committees, or Commissions.

### **OPEN PUBLIC MEETING LAW REQUIREMENTS:**

This public body is defined as an advisory committee and must comply with all of the provisions of the Open Public Meeting Law

### **SUPPORTING DEPARTMENT:**

The City of Tucson Transportation Department’s support staff to the Council is

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Tucson Department of Transportation, Complete Streets Program Coordinator,  
837-6840.

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#### *Historical Notes:*

*May 19, 2020 – Mayor and Council Ordinance 11753 provided that if a member fails to attend three (3) regularly scheduled meetings within one (1) year, that member's appointment shall be terminated.*

*September 14, 2021 – Mayor and Council Ordinance 11875 extended the term of the CSCC from August 6, 2021 to August 5, 2025. Current members were extended for 2 years. New members will be appointed for 4 years.*

*\*August 8, 2023 – Ordinance 12024, amended the Tucson Code Chapter 10A, Article XIII to add a new Tucson code Section 10A-140, defining different quorum requirements for two specified categories of Boards, Committees, or Commissions.*

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