



Office of the Mayor
Lisa Borowsky | Mayor of Scottsdale

Downtown Scottsdale Task Force Charter

May 2026

Prepared consistent with the Downtown Scottsdale Task Force Working Framework and organizational structure discussions.

ARTICLE I

NAME

The name of this body shall be the **Downtown Scottsdale Task Force** (“Task Force”).

ARTICLE II

PURPOSE

The Downtown Scottsdale Task Force is an advisory body established to provide strategic recommendations to the Mayor and Scottsdale City Council regarding the continued vitality, safety, accessibility, economic strength, and long-term success of Downtown Scottsdale and Old Town.

The Task Force shall serve as a collaborative working group representing stakeholders across the:

- Arts District
- Historic District
- Entertainment District
- Fifth Avenue District

The Task Force is intended to:

A. Identify opportunities and challenges impacting Downtown Scottsdale.

- B. Develop evidence-based recommendations.
- C. Promote balanced and equitable district representation.
- D. Coordinate with existing City initiatives and community partners.
- E. Support transparent public engagement and stakeholder participation.

The Task Force shall operate in an advisory capacity only and shall not exercise independent governmental authority.

ARTICLE III

GUIDING PRINCIPLES

The Task Force shall operate according to the following principles:

- A. Recommendations shall be grounded in evidence and data rather than anecdote.
- B. All four districts shall receive equitable consideration and representation.
- C. Discussions shall remain solution-oriented, collaborative, and respectful.
- D. The Task Force shall prioritize practical, achievable recommendations capable of implementation.
- E. Transparency and public accessibility shall remain central to the Task Force process.
- F. The Task Force shall seek visible early improvements while also identifying long-term strategic opportunities.

ARTICLE IV

PRIORITY AREAS

The Task Force shall organize its work around the following seven priority areas established by Mayor Lisa Borowsky and the Chair:

- A. Public Safety
- B. Clean & Beautiful Old Town
- C. Brand & Marketing
- D. Access & Experience
- E. Visitor Circulation & District Activation

- F. Economic Vitality
- G. Livability & Balance

These priority areas may be refined or expanded by consensus recommendation of the Task Force and approval of the Chair.

ARTICLE V

MEMBERSHIP

Section 1. Composition

The Task Force shall consist of volunteer members appointed to represent diverse stakeholders, business sectors, residents, operators, property owners, and community interests throughout Downtown Scottsdale and Old Town.

Section 2. District Representation

Membership shall strive to maintain balanced representation from:

- A. Arts District
- B. Historic District
- C. Entertainment District
- D. 5th Avenue District

Section 3. Service

Members serve at the pleasure of the Mayor and Chair.

Section 4. Attendance

Members are expected to attend meetings regularly and actively participate in Task Force discussions and work assignments.

ARTICLE VI

OFFICERS AND LEADERSHIP

Section 1. Chair

The Mayor shall appoint the Task Force Chair.

The Chair shall:

- A. Preside over meetings
- B. Establish agendas
- C. Appoint subcommittees and district working groups
- D. Coordinate recommendations and reports

- E. Serve as liaison to the Mayor and City Council
- F. Maintain orderly and productive meeting conduct

Section 2. District Co-Leads

The Chair may designate district co-leads to assist with coordination, outreach, and issue identification within each district.

Current district co-lead structure includes:

- A. Arts District
- B. Historic District
- C. Entertainment District
- D. 5th Avenue District

ARTICLE VII

SUBCOMMITTEES

The Chair may establish subcommittees, working groups, or advisory panels as necessary to advance the work of the Task Force.

Subcommittees may include representatives from:

- Business stakeholders
- Residents
- Industry experts
- Community organizations

Subcommittees shall report findings and recommendations back to the full Task Force.

ARTICLE VIII

MEETINGS

Section 1. Meeting Schedule

The Task Force shall generally meet monthly unless otherwise directed by the Chair.

Section 2. Public Meetings

Meetings shall be conducted in a manner consistent with applicable Arizona public meeting requirements and City procedures.

Section 3. Agendas and Materials

Meeting agendas and relevant materials shall be made publicly available when practicable.

Section 4. Quorum

A simple majority of appointed members shall constitute a quorum for the conduct of business.

Section 5. Parliamentary Procedure

Meetings shall generally follow Robert's Rules of Order to promote orderly discussion and efficient decision-making.

ARTICLE IX

RECOMMENDATIONS AND REPORTING

The Task Force may:

- A. Develop written recommendations
- B. Present reports to the Mayor and City Council
- C. Recommend pilot programs, policy changes, infrastructure improvements, or operational initiatives
- D. Request information or presentations from City staff or outside stakeholders

Recommendations shall be advisory only.

ARTICLE X

TRANSPARENCY

The Task Force will share on a website all agendas, meeting minutes, and pertinent documents

The Task Force shall strive to maintain transparency regarding agendas, recommendations, and progress updates.

ARTICLE XI

DELIVERABLES

The Task Force is expected to:

- A. Develop initial findings recommendations within the first 90 days.
- B. Provide periodic updates to the Mayor and City Council.
- C. Deliver strategic recommendations addressing the seven priority areas.
- D. Identify long-term implementation opportunities and governance considerations where appropriate.

ARTICLE XII

SUNSET PROVISION

Unless extended by the Mayor or Scottsdale City Council, the Downtown Scottsdale Task Force shall conclude upon delivery of its final recommendations or twelve (12) months from the adoption of this Charter, whichever occurs later.

ARTICLE XIII

AMENDMENTS

This Charter may be amended upon recommendation of the Chair.