



**Send all emails to:**

[HomelessProtocol@tucsonaz.gov](mailto:HomelessProtocol@tucsonaz.gov)  
**Report Line 837-5342**

**HCDD:**  
**Brandi Champion**

**Tucson Police:**  
**Main Contact:**  
[TPDHOT@tucsonaz.gov](mailto:TPDHOT@tucsonaz.gov)

**Environmental Services:**  
**(Vacant City property)**  
Luis Luna **603-3572**  
Jose Montijo **631-3946**  
Everardo Solano **289-0466**  
Jude Blue **837-3767**

**Transportation – Streets & Washes**  
[TDOTConcerns@tucsonaz.gov](mailto:TDOTConcerns@tucsonaz.gov)  
Tina Cervantez **837-6598**  
James Femling-Supervisor  
**791-3154**

**Parks & Recreation**  
Manuel Mendez **791-4873**  
Mike Hayes **837-8057**  
Vince Valles **837-8056**  
Ann Marie Jefferson **631-8736**

**Code Enforcement**  
[CodeEnforcement@tucsonaz.gov](mailto:CodeEnforcement@tucsonaz.gov)  
**or 791-5843**  
Laurie Pumphrey  
**631-4074 or 837-5044**

## CITY HOMELESS CAMP PROTOCOL

Camp protocol is initiated when a camp poses a threat to public safety; there is criminal activity or a citizen complaint; or when there is camping in any City park, or on the grounds of any City property.

### Initiation of Protocol

- Camp identified/complaint received
- Identify camp property ownership – City or private  
**PRIVATE PROPERTY**
- Refer to Code Enforcement Division – 791-5843  
**CITY PROPERTY**
- Refer to Housing and Community Development Department (HCDD)
- HCDD contacts appropriate City department to request notification/posting be given to occupants or left at site.
- HCDD will contact City attorney if appropriate statute/ordinance cannot be determined,
- City department notifies HCDD when notice has been given or posted and HCDD will notify outreach provider and TPD.
- After notification/posting, outreach provider will make contact with campers, to inform them of all resources available to assist with immediate and/or long-range needs. (Any camp with possible hazards will request TPD escort.)

### Property Cleanup and Posting

- Cleanup is determined by City department ownership or oversight responsibility of property in question.
- Cleanup is initiated after 72 hours of notification/posting.
- If occupants failed to vacate, City department will contact TPD to take appropriate enforcement action.
- Responsible City department has the option of utilizing Environmental Services, Department of Transportation Streets Division or a private contractor, to determine type of cleanup needed and to contract with the agent of its choice. If hazardous materials are encountered, the responding department will be responsible for following any safety protocols currently in place.
- Cleanup of vacated campground must be completed within 15 days, to prevent campers from returning.
- Responsible City departments shall ensure that City-owned property is identified as such and that trespassing is prohibited.
- Responsible City Department must coordinate outcome results with HCDD, for reporting purposes.

### Housing and Community Development Department Report

- Housing and Community Development will update:
  - City Manager's Office and/or
  - affected Ward Office and/or
  - complainant

### Recurring Sites

- HCDD will refer the complaint directly to TPD to issue the 72-hour notice to vacate the property and take enforcement action. TPD may utilize their discretion concerning individuals who may benefit from outreach services, and HCDD will initiate appropriate provider participation.