

**RESOLUTION NO. 2025-12**

**A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL ACCEPTING THE  
TRANSFER OF THE WILLIAMS HOUSING AUTHORITY HOUSING CHOICE  
VOUCHER PROGRAM**

**RECITALS:**

WHEREAS, the City of Flagstaff, through its City of Flagstaff Housing Authority (“CFHA”) currently administers a Housing Choice Voucher Program (“HCV Program” and Housing Choice Vouchers “Vouchers”), which assists persons in its area of operation in obtaining rental housing;

WHEREAS, the City of Flagstaff was approached by the Phoenix office of the U.S. Department of Housing and Urban Development (“HUD”) with a request to accept from the Williams Housing Authority (“WHA”), City of Williams, Arizona a voluntary transfer of its HCV Program, consisting of fifty (50) Vouchers, HVC Program funds, and other funds;

WHEREAS, the City of Williams and the WHA support the transfer of the HCV Program to CFHA as it has determined that the HCV Program is no longer viable in its community;

WHEREAS, the CFHA Board met on January 16, 2025 and discussed the HCV Program transfer, and unanimously voted on March 4, 2025 in support of the transfer of the WHA HCV Program to the CFHA;

WHEREAS, the Council of the City of Flagstaff at its meeting February 25, 2025 had an opportunity to learn and ask questions about the WHA HCV Program transfer;

WHEREAS, the City of Flagstaff, believes that the acceptance of the WHA HCV Program will provide the CFHA with an opportunity to increase community resources and leasing area; AND

WHEREAS, the City of Flagstaff, wishes to accept the request of HUD, the City of Williams, and the WHA to transfer the WHA HCV Program to the CFHA with the conditions set forth in the attached Exhibit A.

**ENACTMENTS:**

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS  
FOLLOWS:**

SECTION 1. The Council of the City of Flagstaff hereby approves and accepts from the WHA the transfer of its HCV Program, including the HCV Program funding and other funds, subject to the conditions set forth in the attached Exhibit A.

SECTION 2. The Council of the City of Flagstaff hereby authorizes the CFHA, by and through Flagstaff City Manager Greg Clifton or his designated representative, to sign and submit to HUD and to the City of Williams all documents and other items necessary to process the actions required for the voluntary transfer of the WHA HCV Program to the CFHA.

Effective Date.

This Resolution shall be immediately effective upon adoption.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 18th day of March, 2025.

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MAYOR

ATTEST:

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CITY CLERK

APPROVED AS TO FORM:

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CITY ATTORNEY

Exhibits:

Exhibit A - Acceptance Contingencies

## **EXHIBIT A – Acceptance Contingencies**

- City of Flagstaff/CFHA to be held fully harmless financially and programmatically for all matters occurring up to the transfer date.
- City of Flagstaff/CFHA to be held fully harmless financially and programmatically for all matters occurring after the transfer date and up to two (2) years thereafter for matters occurring but not discovered prior to or within the first year after the transfer date.
- Programmatically - SEMAP waiver for the full first year following the transfer date.
- Twelve (12) month lease-up time for the fifty (50) transferred vouchers.
- Technical Assistance (TA) – Eighteen (18) months of (TA) for forty (40) hours per month starting before or at the point of program transfer relevant to all areas of impact, such time to be extended to the point of completion of both the financial and programmatic audit if not complete within the 18 months. TA is required to assist Az006 with determining items such as how the under- and over-payment of subsidy and utility allowances will be handled and how HUD can support CFHA in reconciling the multitude of issues that will be encountered, both anticipated and unanticipated.