

**ORDINANCE NO. 2025-22**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, CHAPTER 1-18, ADMINISTRATIVE DEPARTMENTS, TO ESTABLISH THE HOUSING DIVISION AND RENAME THE COMMUNITY DEVELOPMENT DIVISION TO THE PLANNING AND DEVELOPMENT SERVICES DIVISION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AUTHORITY FOR CLERICAL CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE**

**RECITALS:**

WHEREAS, the City Council has authority to approve the reorganization of City Divisions pursuant to the Flagstaff City Charter, Article IV, Section 1(a); and

WHEREAS, the City Council has authority to approve alterations of City Divisions pursuant to the Flagstaff City Charter, Article IV, Section 1(a); and

WHEREAS, the City's needs are best met having a Housing Division; and

WHEREAS, the Community Development Division desires to rename the Division as the Planning and Development Services Division.

**ENACTMENTS:**

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

Section 1: Amend City Code 1-18-0001-0001

Flagstaff City Code Section 1-18-001-0001, Departments and Divisions Organized, is hereby amended as follows:

1-18-001-0001 DEPARTMENTS AND DIVISIONS ORGANIZED

DEPARTMENT HEADS: There will be two (2) departments and ~~thirteen (13)~~ **FOURTEEN (14)** divisions in the City government and the respective department heads shall be deputy city managers who report directly to the City Manager.

The ~~thirteen (13)~~ **FOURTEEN (14)** divisions shall be:

- A. FIRE, headed by the Fire Chief.
- B. POLICE, headed by the Police Chief.
- C. PUBLIC WORKS, headed by the Public Works Director.
- D. MANAGEMENT SERVICES, headed by the Management Services Director.

- E. WATER SERVICES, headed by the Water Services Director.
- F. ~~COMMUNITY DEVELOPMENT~~, **PLANNING AND DEVELOPMENT SERVICES**, headed by the ~~Community Development~~ **PLANNING AND DEVELOPMENT SERVICES** Director.
- G. ECONOMIC VITALITY, headed by the Economic Vitality Director.
- H. INFORMATION TECHNOLOGY, headed by the Information Technology Director.
- I. HUMAN RESOURCES/RISK MANAGEMENT, headed by the Human Resources/RISK MANAGEMENT Director.
- J. CITY ENGINEERING, headed by the City Engineer.
- K. PARKS, RECREATION, OPEN SPACE, AND EVENTS, headed by the Parks, Recreation, Open Space, and Events Director.
- L. COMMUNICATION AND CIVIC ENGAGEMENT, headed by the City Clerk.
- M. SUSTAINABILITY, headed by the Sustainability Director.
- N. HOUSING, HEADED BY THE HOUSING DIRECTOR.**

SECTION 3. Repeal of Conflicting Ordinances

All ordinances and parts of ordinances in conflict with the provisions of the code adopted herein are hereby repealed.

SECTION 4. Severability

If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 5. Clerical Corrections

The City Clerk is hereby authorized to correct clerical and grammatical errors, if any, related to this ordinance, and to make formatting changes appropriate for purposes of clarity, form, or consistency with the Flagstaff City Code.

SECTION 6. Effective Date

This Ordinance shall be effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 4th day of November, 2025.

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MAYOR

ATTEST:

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CITY CLERK

APPROVED AS TO FORM:

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CITY ATTORNEY