RESOLUTION NO. 2026-54

A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL, DELEGATING AUTHORITY TO THE CITY MANAGER TO APPROVE AGREEMENTS FOR AWARD OF INCENTIVE POLICY FOR AFFORDABLE HOUSING FUNDING FOR AFFORDABLE HOUSING PROJECTS ELIGIBLE FOR PAYMENT AND/OR REIMBURSEMENT OF MUNICIPAL FEES; PROVIDING FOR DELEGATION OF AUTHORITY, REPEAL OF CONFLICTING AUTHORITY, SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, in 2020 the City of Flagstaff declared a Housing Emergency due to the lack of affordable housing in the Flagstaff community, as set forth in Resolution No. 2020-66; and

WHEREAS, the City of Flagstaff has adopted an Incentive Policy for Affordable Housing, last revised May 2025, ("IPAH"), a copy of which is attached hereto as Exhibit A, which provides incentives for development of rental and owner-occupied new construction and rehabilitated housing or shelter that meets the IPAH eligibility criteria ("Eligible Projects"); and

WHEREAS, the City Council as part of the annual budget process may appropriate funding for Eligible Projects to pay for or reimburse various City municipal fees ("IPAH Funding"); and

WHEREAS, the City Charter, Article III, Section 2(c) provides that any contract or purchase exceeding the sum of one hundred thousand dollars ($100,000) shall require the prior approval of the Council; and

WHEREAS, the City Council desires to delegate authority to the City Manager and the Housing Division related to award of IPAH Funding for Eligible Projects, pending update of the current IPAH, in an effort to make IPAH Funding available as soon as feasible and reduce the developer's costs for Eligible Projects, all in an effort to assist the development of affordable housing.

ENACTMENTS:

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

The City Council hereby delegates authority to the City Manager to approve any agreement awarding IPAH Funding for the development of affordable housing, subject to the following conditions:

1. The amount of the award shall not exceed one million ($1,000,000.00); and
2. The award is for an Eligible Project and made in compliance with the IPAH Policy; and
3. The agreement has been approved as to form by the City Attorney.

The City Housing Division is directed to notify the City Manager and City Council of the following:

1. Any formal request for award of IPAH Funding for an Eligible Project; and

2. Any City Manager approval of an agreement for award of IPAH Funding.

SECTION 2. Delegation of Authority

The City Manager and City Housing Division staff are hereby authorized to take such other and further measures and actions as are necessary and appropriate to carry out the terms, provisions, and intents of this Resolution.

SECTION 3. Effective Date.

This resolution shall be immediately effective upon adoption.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 3rd day of November, 2026.

_____
MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM:

_____
CITY ATTORNEY

Exhibits:
Exhibit A - Incentive Policy for Affordable Housing