

WORK SESSION AGENDA

CITY COUNCIL WORK SESSION
TUESDAY
APRIL 14, 2026

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
3:00 P.M.

All City Council Meetings are live streamed on the city's YouTube page
(<https://www.youtube.com/@FlagstaffCityGovernment>)

PUBLIC COMMENT

Verbal public comments not related to items appearing on the posted agenda may be provided during the "Open Call to the Public" at the beginning and end of the meeting and may only be provided in person.

Verbal public comments related to items appearing on the posted agenda may be given in person or online and will be taken at the time the item is discussed.

To provide online verbal comment on an item that appears on the posted agenda, use the link below.

[ONLINE VERBAL PUBLIC COMMENT](#)

Written comments may be submitted to publiccomment@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented in the record as such.

1. Call to Order

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this work session, the City Council may vote to go into executive session, which will not be open to the public, for discussion and consultation with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. Roll Call

NOTE: One or more Councilmembers may be in attendance through other technological means.

MAYOR DAGGETT
VICE MAYOR SWEET
COUNCILMEMBER ASLAN
COUNCILMEMBER GARCIA

COUNCILMEMBER HOUSE
COUNCILMEMBER MATTHEWS
COUNCILMEMBER SPENCE

3. Pledge of Allegiance, Mission Statement, and Land Acknowledgement

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

LAND ACKNOWLEDGEMENT

The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4. Open Call to the Public

Open Call to the Public enables the public to address the Council about an item that is not on the prepared agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. Open Call to the Public appears on the agenda twice, at the beginning and at the end. The total time allotted for the first Open Call to the Public is 30 minutes; any additional comments will be held until the second Open Call to the Public.

If you wish to address the Council in person at today's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Open Call to the Public and Public Comment. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

5. PROCLAMATIONS

A. Proclamation: International Dark Sky Week in Flagstaff

Read and present the Proclamation.

B. Proclamation: National Association for the Education of Young Children (NAEYC) Week of the Young Child 2026

Read and present the Proclamation.

C. Proclamation: Water Awareness Month

Read and present the Proclamation.

6. Presentation and discussion regarding the City of Flagstaff Community Development Block Grant Program Year 2026 Annual Action Plan and Staff recommendations for Program Year 2026 funding allocations.

Obtain Council direction on the use of Community Development Block Grant (CDBG) funds for the Program Year 2026 Annual Action Plan, as required by the U.S. Department of Housing and Urban Development (HUD).

7. Presentation and Discussion Regarding the Community Development Block Grant Program 2026--2030 Five-Year Consolidated Plan

Inform Council of the 2026--2030 Five-Year Consolidated Plan, required by the U.S. Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant Program (CDBG). Due to be submitted to HUD on June 2, 2026, the Consolidated Plan is required for the City of Flagstaff to maintain compliance with federal CDBG regulations.

8. Open Call to the Public

9. Announcements and Updates to/from Council and City Manager

10. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.
Dated this _____ day of _____, 2026.

Stacy Saltzburg, MMC, City Clerk

THE CITY OF FLAGSTAFF ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 48-hour advance notice, reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 213-2076 or email at stacy.saltzburg@flagstaffaz.gov to request an accommodation to participate in this public meeting.

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Flagstaff makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Flagstaff City Council meetings are live-streamed and recorded and may be viewed on the City of Flagstaff's website. If you permit your child to attend/participate in a televised Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

5. A.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Jessica Matias, Chief of Staff
Date: 03/24/2026
Meeting Date: 04/14/2026



TITLE:

Proclamation: International Dark Sky Week in Flagstaff

DESIRED OUTCOME:

Read and present the Proclamation.

Executive Summary:

NA

Information:

NA

Attachments: [Proclamation](#)

CITY OF FLAGSTAFF – OFFICE OF THE MAYOR

PROCLAMATION

WHEREAS, the splendor of a night sky filled with thousands of stars has for millennia inspired and connected humanity with a sense of awe and wonder shared across space and time; and

WHEREAS, in 1958, Flagstaff led the world in creating the first lighting ordinance to protect the quality of our night sky, prohibiting searchlights within the city limits; and

WHEREAS, in 1989, Flagstaff along with Coconino County developed and approved the world's first outdoor lighting codes that required both the widespread use of night-friendly amber lighting and limited the amount of light that could be used per acre; and

WHEREAS, on October 24, 2001, after a proposal by the Flagstaff Dark Skies Coalition, the City of Flagstaff was designated as the world's first International Dark Sky City; and

WHEREAS, 25 years later, Flagstaff has become a hub of International Dark Sky Places in Northern Arizona, including the communities of Sedona, the Village of Oak Creek, Cottonwood, and Camp Verde; Walnut Canyon, Sunset Crater Volcano, and Wupatki National Monuments; and Petrified Forest and Grand Canyon National Parks; and

WHEREAS, our community has documented a greater than 90% reduction in artificial sky glow compared to other cities that have not protected their night skies; and

WHEREAS, today the City of Flagstaff stands out as a success story and model for other communities around the world in stemming light pollution and restoring dark skies, earning the 2025 Dark Sky Place of the Year Award; and

WHEREAS, the Flagstaff Dark Skies Coalition continues to serve as a community voice, celebrating our star-filled skies and success in protecting them through education and outreach; and

WHEREAS, Flagstaff owes its demonstrated success in preserving its dark skies to the broad support of its residents who cherish and celebrate the sight of the Milky Way in a star-filled sky; and

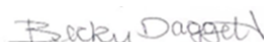
WHEREAS, International Dark Sky Week has been observed worldwide since 2003, drawing attention to the beauty, wonder and inspiration that dark and star-filled skies bring to all.

NOW, THEREFORE, I, Mayor Becky Daggett, Mayor of the City of Flagstaff, Arizona do hereby proclaim April 13-20th, 2026, as

INTERNATIONAL DARK SKY WEEK IN FLAGSTAFF

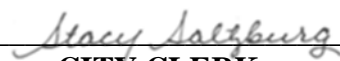
and we encourage all in our community to celebrate our glorious dark skies here in northern Arizona.

Dated this 14th day of April 2026



MAYOR

ATTEST:



CITY CLERK

5. B.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Jessica Matias, Chief of Staff
Date: 03/24/2026
Meeting Date: 04/14/2026



TITLE:

Proclamation: National Association for the Education of Young Children (NAEYC) Week of the Young Child 2026

DESIRED OUTCOME:

Read and present the Proclamation.

Executive Summary:

NA

Information:

NA

Attachments: [Proclamation](#)

CITY OF FLAGSTAFF – OFFICE OF THE MAYOR

PROCLAMATION

WHEREAS, all of Arizona’s children deserve access to quality early care and education (ECE) environments; and

WHEREAS, quality childcare programs build children’s lifelong learning skills during the critical years from birth to age five; and

WHEREAS, early care and education teachers and childcare providers are the essential workforce that helps Arizona parents get to work or school; and

WHEREAS, funding quality childcare is a smart investment that improves family well-being, strengthens communities, and grows our state’s prosperity; and

WHEREAS, First Things First, Arizona Association for the Education of Young Children, Southern Arizona Association for the Education of Young Children, and other community organizations, in conjunction with the National Association for the Education of Young Children (NAEYC), are celebrating the 55th anniversary of the Week of the Young Child; and

WHEREAS, these organizations are working to improve equitable early childhood opportunities that provide a strong start for children in Flagstaff; and

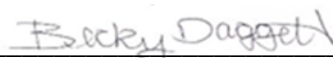
WHEREAS, public policies that support early care and education for Arizona’s youngest learners help our families, communities, and the economy thrive.

NOW, THEREFORE, I, Mayor Becky Daggett, Mayor of the City of Flagstaff, Arizona do hereby proclaim the week of April 11-17th 2026, as the

NAEYC WEEK OF THE YOUNG CHILD 2026

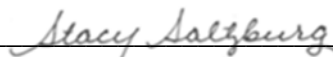
and encourage all citizens to support and invest in early care and education in our community.

Dated this 14th day of April 2026



MAYOR

ATTEST:



CITY CLERK

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Jessica Matias, Chief of Staff
Date: 03/30/2026
Meeting Date: 04/14/2026



TITLE:

Proclamation: Water Awareness Month

DESIRED OUTCOME:

Read and present the Proclamation.

Executive Summary:

NA

Information:

NA

Attachments: [Proclamation](#)

CITY OF FLAGSTAFF – OFFICE OF THE MAYOR
PROCLAMATION

WHEREAS, the state of Arizona declared April as Water Awareness Month in 2008; and

WHEREAS, the City of Flagstaff is a nationally recognized leader in utility water management and water conservation and continues to achieve efficient water use through initiatives such as residential and commercial water use consultations, rebate programs for commercial and residential customers, and high efficiency fixture retrofits; and

WHEREAS, Flagstaff water customers can take actions to reduce their water consumption through the replacement of conventional fixtures with water efficient EPA WaterSense labeled fixtures as well as outdoor efficiency measures such as low water landscapes; and

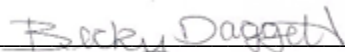
WHEREAS, water is essential to all life and water use efficiency is a core value of the City of Flagstaff and the broader Flagstaff community; and

WHEREAS, the eighth annual Arizona Water Professionals Appreciation Week begins April 27th, 2026, and aims to recognize water professionals’ essential roles in ensuring clean and sustainable water for our community.

NOW, THEREFORE, I, Mayor Becky Daggett, Mayor of the City of Flagstaff, Arizona do hereby proclaim the month of April as

WATER AWARENESS MONTH

Dated this 14th day of April 2026



MAYOR

ATTEST:



CITY CLERK

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Kristine Pavlik, Housing and Grants Administrator
Date: 04/06/2026
Meeting Date: 04/14/2026



TITLE:

Presentation and discussion regarding the City of Flagstaff Community Development Block Grant Program Year 2026 Annual Action Plan and Staff recommendations for Program Year 2026 funding allocations.

DESIRED OUTCOME:

Obtain Council direction on the use of Community Development Block Grant (CDBG) funds for the Program Year 2026 Annual Action Plan, as required by the U.S. Department of Housing and Urban Development (HUD).

Executive Summary:

The City of Flagstaff receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) on a "Program Year" basis (July 1 - June 30). The purpose of the CDBG program is to develop viable urban communities by providing decent, affordable housing, a suitable living environment, and expanded economic opportunity, principally for low- and moderate-income persons. In Flagstaff, for 2025, low- and moderate-income households are defined as those at or below 80% of Area Median Income, which for a four-person household is \$87,250.

To receive CDBG funding, the City must complete and submit an Annual Action Plan to HUD. The plan describes how the anticipated CDBG allocation will address community needs identified in the 2026-2030 Consolidated Plan and how funds will be distributed within Flagstaff City limits. The Annual Action Plan is due to HUD 60 days from the notification of the annual entitlement allocation. Allocations were released April 3, 2026 and the Annual Action Plan is due to HUD June 2, 2026.

The City of Flagstaff has received notice that its entitlement allocation for Program Year 2026 is \$681,196. In addition to HUD entitlement funds, the City may also include program income and de-obligated prior year funds to increase the total funding available for allocation. These additional funds include \$154,000 in prior year funds and \$46,000 of Program Income, resulting in a total funding amount of \$881,196 available for CDBG-eligible projects in the 2026 Program Year.

Information:

Through the 2026 CDBG process, the City of Flagstaff Housing Division received six external and three internal proposals in response to the Notice of Funding Availability (NOFA) released on January 29, 2026. Housing Staff are responsible for determining whether proposed activities are eligible and for conducting risk assessments of both the proposed projects and the applicant agencies. The administration of federal funds requires sufficient organizational capacity to ensure compliance and the timely expenditure of funds.

Additionally, a Ranking Committee composed of four community representatives and two City staff members met to review the external proposals and reach consensus-based rankings. These rankings primarily serve as a risk-and-benefit assessment and provide key input into staff recommendations. The below staff recommendations were presented to the Housing Commission on March 26, 2026 with a vote to forward to City Council for approval.

Below is the CDBG funding available for the 2026 Annual Action Plan:

Program Year 2026 Entitlement Allocation	\$681,196.00
Program Income	\$46,000.00
Prior Year Funds	\$154,000.00
Total Funding Available for Allocation	\$881,196.00

Planning and Administration Funding Recommendation

Under federal CDBG regulations, no more than 20% of the annual entitlement allocation, plus the projected future year program income, may be used for Planning and Administration activities. For Program Year 2026, this cap allows for a maximum of \$146,239.20 to be allocated for administrative costs. Staff recommends allocating slightly less than the maximum allowable to the administration and indirect category to ensure compliance with the 20% limit.

Below are the funding recommendations for the Administration Category:

Grant Compliance and Administration	\$68,000.00
Indirect - 10% federal de minimis	\$78,000.00
Total Administration and Indirect (20% Maximum)*	\$146,000.00

Rounded down to ensure compliance with 20% Administration Cap

Public Service Funding Recommendation

Under federal CDBG regulations, no more than 15% of the annual entitlement and prior year program income may be used for Public Service activities. For Program Year 2026, this cap amounts to \$109,079.40. To ensure compliance with the 15% limit, staff recommends allocating \$109,000 (rounded down slightly to ensure compliance) to support public service projects.

To maximize the use of limited public service funds, staff proposes funding the highest-ranked applications 50/50 by dividing the total available funds. This approach ensures that the City utilizes the maximum allowable public services funding while supporting critical services to vulnerable populations. **Below are the funding recommendations for the Public Service Category:**

Applicant	Proposed Program	Requested Funding	Ranking	Staff Recommendation
Flagstaff Shelter Services	Operations at The Lantern	\$60,000.00	142/150	\$54,500.00
Northland Family Help Center	Case Management for DV Shelter Clients	\$62,737.50	142/150	\$54,500.00
Terros Health	Crisis-to-Recovery Navigation	\$65,805.00	137/150	\$0
Boys and Girls Club of Flagstaff	Childcare Scholarships	\$67,250.00	130/150	\$0
Coconino County Health and Human Services	Meals on Wheels / Senior Nutrition Program	\$41,616.00	129/150	\$0
Tynkertopia	Programming at Siler Homes	\$60,000.00	117/150	\$0
Total Public Services Recommendation*				\$109,000.00

**Rounded down to ensure compliance with 15% Public Services Cap*

Public Improvements/Housing Activity Funding Recommendation

After the above-recommended allocations to Administration and Public Services, \$626,196.00 in CDBG

funding remains available for Housing, Public Facility and Infrastructure Improvement Activities. Staff recommends fully funding the three internal applications received in this category. This includes funding for the reconstruction of Ponderosa Park in the Sunnyside neighborhood, improvements to the Murdoch Center Resilience Hub in the Southside neighborhood, and the removal of architectural barriers at the Sustainability offices.

Below are the funding recommendations for the Public Improvements/Housing Category:

Applicant	Proposed Project	Requested Funding	Staff Recommendation
PROSE (Parks, Recreation, Open Space, and Events)	Reconstruction of Ponderosa Park Sunnyside Area Benefit	\$500,000.00	\$500,000.00
Sustainability	Murdoch Resilience Hub Improvements Southside Area Benefit	\$77,000.00	\$77,000.00
Sustainability	ADA Ramps at the Sustainability Office	\$48,750.00	\$49,196.00
Total Public Improvements Recommendation			\$626,196.00

The chart below compares each project's intended impact and the number of beneficiaries with the goals outlined in the 2026-2030 Consolidated Plan to demonstrate the Community Benefit of the CDBG funding recommendations.

2026 CDBG Funding Allocation Recommendations			
Project/Program	Recommended Funding	Beneficiaries	ConPlan Goal
Flagstaff Shelter Services Operations at The Lantern	\$54,500.00	300 Individuals (Homeless)	Public Services for LMI & Special Needs Populations
Northland Family Help Center DV Shelter Case Management	\$54,500.00	90 Individuals (DV/Homeless)	Public Services for LMI & Special Needs Populations
PROSE Ponderosa Park Reconstruction (Sunnyside)	\$500,000.00	4,435 Households	Improve Public Facilities and Infrastructure
Sustainability Murdoch Resilience Hub Improvements (Southside)	\$77,000.00	2,650 Households	Improve Public Facilities and Infrastructure
Sustainability Offices - ADA Improvements	\$49,196.00	Residents Citywide	Improve Public Facilities and

improvements || || Infrastructure

Program Year 2026 CDBG Funding Recommendations

The proposed funding allocations align with the goals outlined in the 2026--2030 Consolidated Plan and result from a comprehensive evaluation process that includes public input, proposal rankings, and community priorities.

Program Year 2026 CDBG Funding Recommendations	
Total Public Improvements Activities	\$626,196.00
Total Public Service Activities	\$109,000.00
Total Administration and Indirect	\$146,000.00
Total 2026 CDBG Allocation	\$881,196.00

Attachments: [Summary of 2026 CDBG Proposals](#)
 [CDBG PY26 Council Presentation](#)

Summary of CDBG Program Year 2026 Proposals

Public Service Activities

Organization: Boys and Girls Club of Flagstaff

Project: Childcare Scholarships

Beneficiaries: 65 youth ages 6–12 from LMI households

Amount Requested: \$67,250.00

Project Description: The Boys & Girls Club of Flagstaff Scholarship Program will provide 65 youth ages 6–12 from low- to moderate-income households with free access to full-day camps during summer and school breaks. The program offers a safe, structured environment with academic support, physical activity, and mentorship. CDBG funds will cover staffing, supplies, and operating costs to eliminate program fees for eligible families.

Organization: Coconino County Health and Human Services

Project: Senior Nutrition Program (Meals on Wheels)

Beneficiaries: 23 homebound LMI seniors (84 total served)

Amount Requested: \$41,616.00

Project Description: The CCHHS Senior Nutrition Program provides home-delivered meals to 84 seniors. This request will support continued service for 23 seniors at risk of losing access due to federal funding reductions. CDBG funds will cover a portion of staffing (a part-time driver and nutritional aide) and \$10,000 in food costs to sustain expanded meal delivery routes and ensure ongoing nutrition support for vulnerable seniors.

Organization: Flagstaff Shelter Services

Project: Operations at The Lantern: Non-Congregate Shelter

Beneficiaries: 300 individuals will receive shelter; 150 will exit to stable housing

Amount Requested: \$60,000.00

Project Description: Operations at The Lantern will support 103 units of low-barrier, non-congregate shelter for unsheltered, extremely low-income adults, regardless of barriers such as health status, criminal history, or sobriety. With CDBG-funded staffing support, The Lantern will provide year-round shelter, meals, coordinated medical and behavioral health care, and housing services to promote long-term housing stability.

Organization: Northland Family Help Center

Project: Domestic Violence Shelter Case Management

Beneficiaries: 90 individuals (victims of domestic violence and homelessness)

Amount Requested: \$62,737.50

Project Description: Northland Family Help Center will provide case management services for domestic violence shelter residents using CDBG funds to support the salary of a shelter case manager position. These services will include individualized safety planning, coordination of supportive services, and assistance with accessing housing and community resources to support stability and long-term safety for survivors.

Organization: Terros Health

Project: Crisis-to-Recovery Navigation & Stabilization Program (C2R)

Beneficiaries: 100 individuals (LMI, experiencing crisis and/or homelessness)

Amount Requested: \$65,805.00

Project Description: The Terros Health Crisis-to-Recovery Navigation & Stabilization Program (C2R) is a citywide, evidence-informed public service program designed to bridge the gap between crisis intervention and long-term stability for low- to moderate-income adults in Flagstaff experiencing behavioral health crises, homelessness, substance use challenges, or co-occurring conditions.

Organization: Tynkertopia

Project: STEAM Futures: Expanding Economic Opportunity in Siler Homes

Beneficiaries: 50 low- to moderate-income children

Amount Requested: \$60,000.00

Project Description: Tynkertopia's STEAM Futures program is a place-based educational equity initiative designed to increase long-term economic mobility for children and families living in the Siler Homes public housing community. The project will deliver free, high-quality STEAM (Science, Technology, Engineering, Arts, and Math) learning opportunities for children ages birth through 13. By operating directly within the Siler Homes community, the program removes transportation and financial barriers, strengthens relationships with resident families, and ensures consistent, trusted access to educational enrichment.

Public Improvement / Housing Activities

Organization: City of Flagstaff Parks, Recreation, Open Space and Events (PROSE)

Project: Ponderosa Park Reconstruction

Beneficiaries: 4,435 households – area benefit for the Sunnyside neighborhood

Amount Requested: \$500,000.00

Project Description: Reconstruction of Ponderosa Park, a Sunnyside neighborhood park damaged by flooding following the Museum Fire, will replace lost amenities including playground structures, a ramada/gathering space, and other multi-generational features while retaining existing courts. Planned improvements include new playgrounds for all ages, pedestrian lighting, and a permanent restroom. Design will be informed by community outreach in spring 2026, with construction anticipated to begin in fall 2026 and completion by spring 2027, leveraging PROSE funds and grant resources.

Organization: City of Flagstaff Sustainability

Project: Resilience Hub Upgrades at the Murdoch Center

Beneficiaries: 2,650 households – area benefit for the Southside neighborhood

Amount Requested: \$77,000.00

Project Description: Facility upgrades at the Murdoch Center, a resilience hub serving low- and moderate-income residents in Flagstaff's Southside neighborhood, including installation of a high-efficiency heat pump, building-integrated HEPA filtration system, and kitchen improvements to support food access. These permanently affixed upgrades will enhance indoor air quality, ensure safe heating and cooling during extreme weather, and expand capacity for community meals and emergency services. The project is shovel-ready and expected to be completed within six months of funding.

Organization: City of Flagstaff Sustainability

Project: ADA Ramp and Sidewalk Improvements at Sustainability Office (Thorpe Facility)

Beneficiaries: Citywide residents – Townsite neighborhood

Amount Requested: \$48,755.00

Project Description: ADA accessibility improvements at the Sustainability Office facility, a public-facing space serving low- and moderate-income residents through programs, services, and community engagement. Improvements include installation of a curb cut and accessible ramp, ADA-compliant pathways and parking, and exterior upgrades to ensure equitable access to the building and surrounding public spaces. These improvements will align the exterior with prior interior upgrades and enhance accessibility for all community members.



CITY OF FLAGSTAFF
HOUSING
DIVISION

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Presentation of Funding Recommendations

City Council Work Session

April 14, 2026

Today

- CDBG 101
- Annual Action Plan Process
- Program Year 2026 Funding Allocation Recommendations
- Questions and Discussion



CDBG Requirements

- **Consolidated Plan:** *“How should we decide what to do with the funds?”*
 - Five-year plan and assessment of housing and community development needs
- **Annual Action Plan:** *“What will we do with the funds?”*
 - Outlines yearly funding allocations – Due in May
- **Consolidated Annual Performance Evaluation Report (CAPER)**
 - Summary of outcomes for prior year allocations – Due in September
- **Substantial and Minor Amendments**
- **Affirmatively Furthering Fair Housing – City Fair Housing Plan**



HUD Annual Funding Caps

Administration

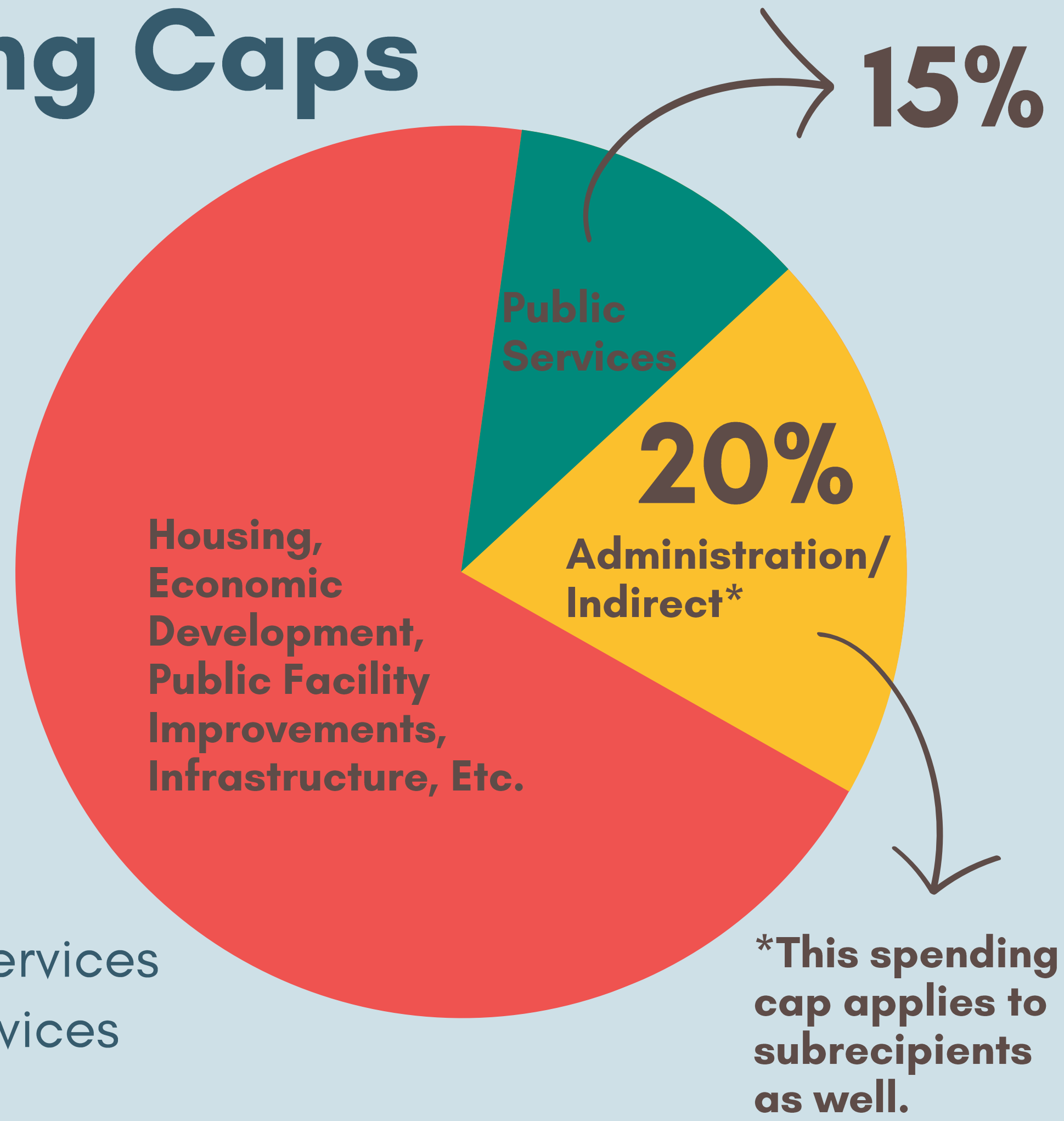
20% Max

- Management and oversight
- Program Coordination, including staff salaries/indirect costs

Public Service Activities

15% Max

- Health and Safety Services
- Housing and Welfare Programs
- Community and Recreational Services
- Employment and Education Services (e.g., job training/childcare)

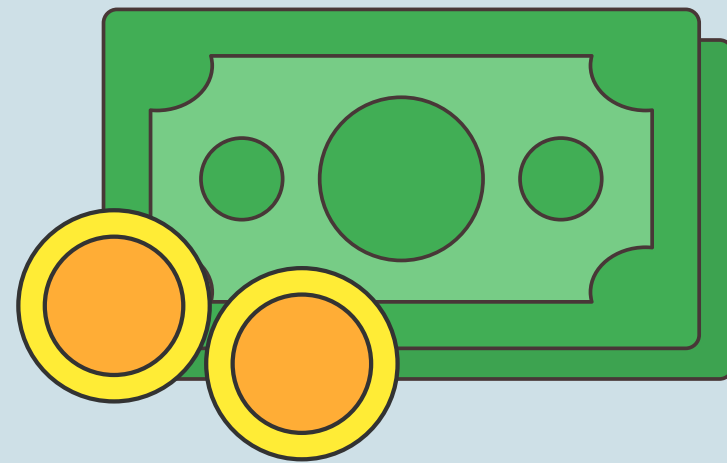


Timely Expenditure

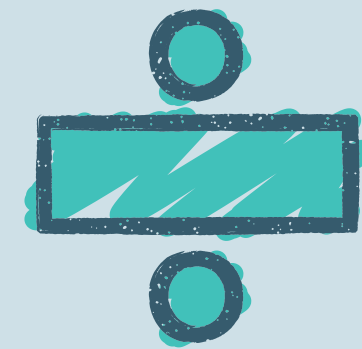
1.5 Rule: Grantees must have a balance of no greater than one and one-half (1.5) times its annual grant remaining in the Line of Credit, 60 days prior to the end of the Program Year.



**Line of
Credit**



**Program
Income**

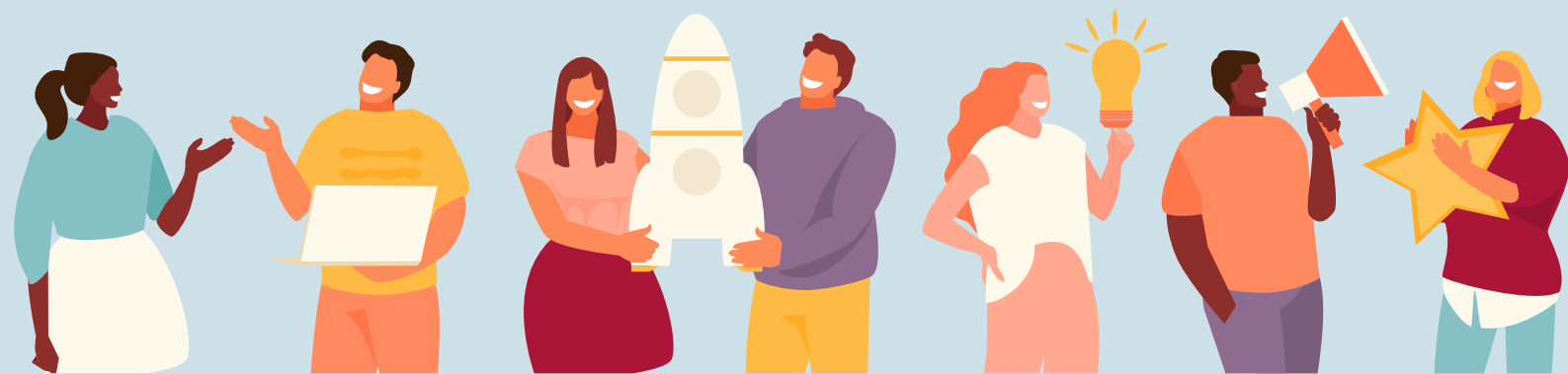


**Annual
Grant**

Proposal Process

Staff Responsibility

- Determine activity eligibility
- Assess viability
- Conduct risk assessment
- Proposal ranking process
- Public participation
- Weighted scoring criteria



Public Participation

- City Council Priority Setting
- Public Meetings/Hearings
Neighborhood and Community Meetings
- Ranking Committee
Staff, Commission & Community Members
- Public Comment Period
30-day period and before Council Resolution
- Housing Commission Recommendation
- Final Council Approval
Resolution Approving Submission

Additional Considerations & Criteria

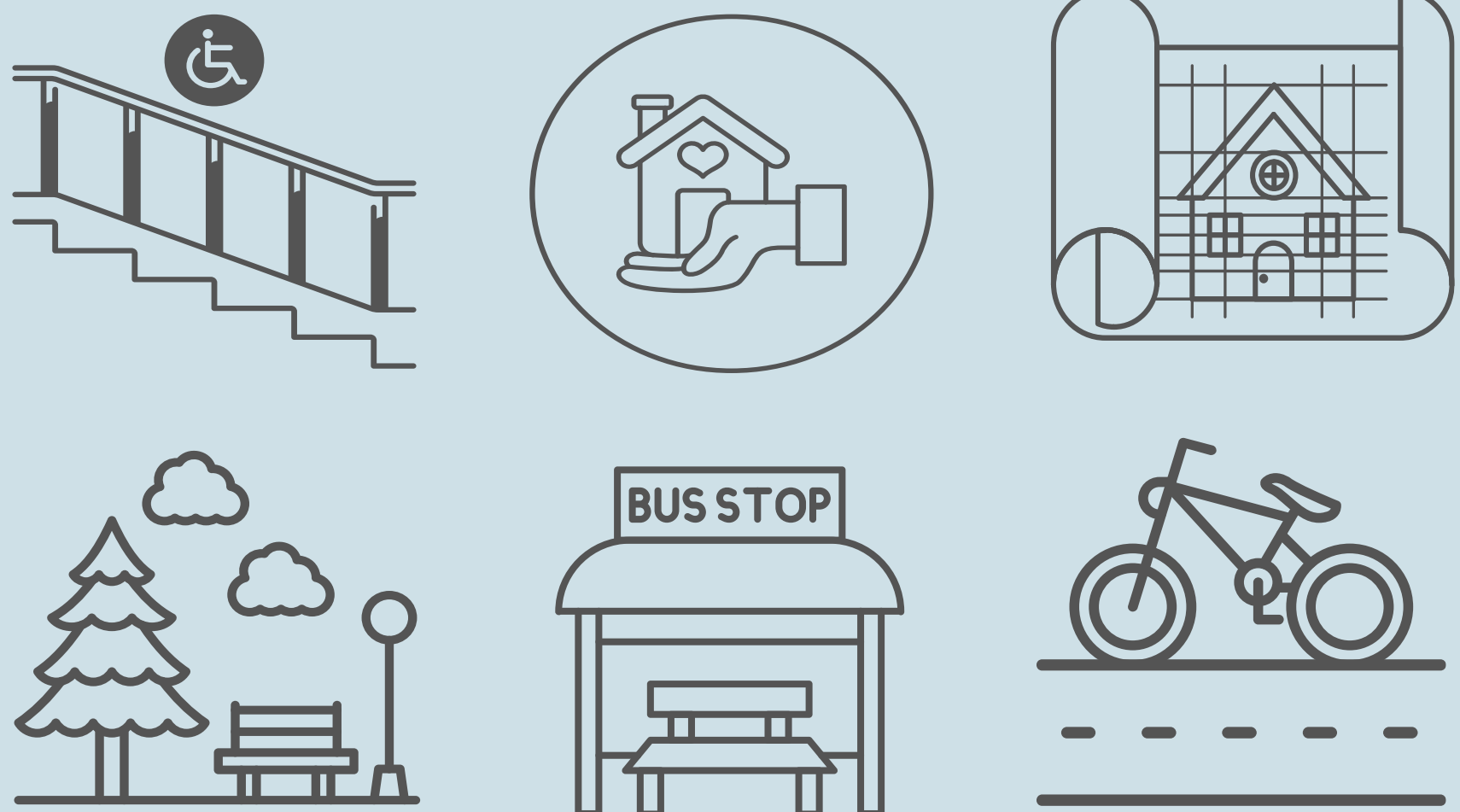
10-Year Housing Plan

- Impact 6,000 residents with unit creation or subsidy provisions
- Create or preserve 7,976 housing units (10% affordable)



Council Priorities

- Housing - Rental and Ownership
- Addressing Homelessness
- Neighborhood Revitalization
- Workforce/Job Training



Risk Assessments

Housing Staff Considers:

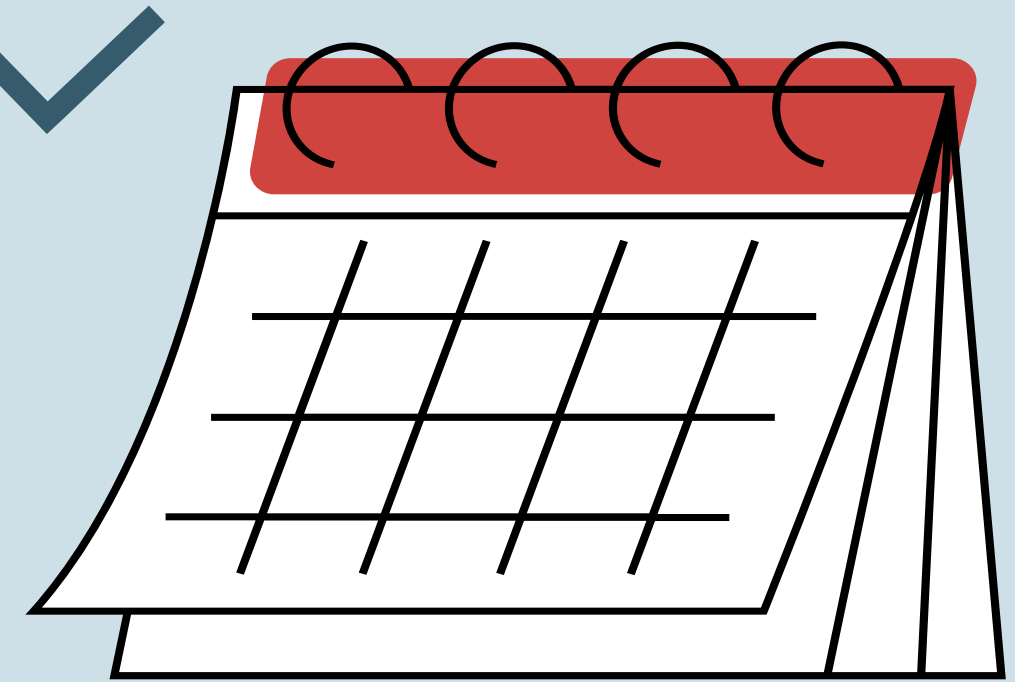
- Consolidated Plan Objectives
- Council Priorities
- Beneficiaries Served / Units Created
- 10 Year Housing Plan
- Community Needs and Collaboration
- Budget, Leverage, Cost Effectiveness
- Organizational/Federal Grant Experience
- Rate of Expenditure/Schedule
- Ability to abide by City Contract Requirements and Federal Overlay Statutes

**The City of Flagstaff
is the Responsible
Entity to HUD!**



Public Participation Opportunities

- Public Meeting with A League of Neighborhoods (ALN) ✓
October 29th, 2025 - 4:00pm at the Market of Dreams
- Public Meeting - Notice of Funding Available (NoFA) Release ✓
January 29, 2026 - 11:00am at City Hall
- Public Hearing - Review of Submitted Proposals ✓
February 26th, 2026 - 11:00am at City Hall
- Housing Commission - March 26th, 2026 ✓
- Council Work Session Presentation of Recommendations - April 14th, 2026
- Annual Action Plan Public Comment Period - April 15th - May 15th
- Final Public Meeting for 2026-2030 Consolidated Plan, PY26 Annual Action Plan, and Citizen Participation Plan - April 27th, 2026 - 4:00 pm at Hal Jensen Rec Center
- Resolution Approving Submission of ConPlan and AAP to HUD - May 19th, 2026



Program Year 2026 Funding Allocation Recommendations

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PY 2026 Funding Available

Entitlement	\$681,196.00
De-obligated Funds	\$154,000.00
Estimated Prior Year Program Income	\$46,000.00
<u>Estimated Total Available</u>	\$881,196.00
20% Administration and Indirect	\$146,239.20
15% Public Services	\$109,079.40
Housing/Public Improvements	\$625,877.40

PY 2026 Proposals Received

<u>Organization</u>	<u>Project Program</u>	<u>Request</u>
Public Improvements / Housing		
City of Flagstaff	PROSE – Ponderosa Park Reconstruction Sunnyside Area Benefit	\$500,000.00
City of Flagstaff	Murdoch Resilience Hub Improvements – Southside Area Benefit	\$77,000.00
City of Flagstaff	ADA Ramps – Parking Lot at Thorpe Mogollon Office Removal of Architectural Barriers	\$48,750.00

PY 2026 Proposals Received

<u>Organization</u>	<u>Project Program</u>	<u>Request</u>
Public Services		
Boys and Girls Club of Flagstaff	Childcare Scholarships	\$67,250.00
Coconino County Health and Human Services	Meals on Wheels	\$41,616.00
Flagstaff Shelter Services	Operations at The Lantern	\$60,000.00
Northland Family Help Center	Case Management for DV Shelter Clients	\$62,737.50
Terros Health	Crisis-to-Recovery Navigation and Stabilization	\$62,737.50
Tynkertopia	Programing at Siler Homes Location	\$60,000.00

Program Year 2026 Funding Recommendations				
<u>Organization</u>	<u>Project Program</u>	<u>Average Score</u>	<u>Request</u>	<u>Recommended Allocation</u>
Public Improvements / Housing				
City of Flagstaff	Ponderosa Park Reconstruction	N/A	\$500,000.00	\$500,000.00
City of Flagstaff	Murdoch Improvements	N/A	\$77,000.00	\$77,000.00
City of Flagstaff	ADA Improvements	N/A	\$48,750.00	\$49,196.00
			Total	\$626,196.00
Administration and Indirect (20% Maximum)				
City of Flagstaff	Admin/Indirect	N/A	N/A	\$146,000.00

Program Year 2026 Funding Recommendations				
<u>Organization</u>	<u>Project Program</u>	<u>Average Score</u>	<u>Request</u>	<u>Recommended Allocation</u>
Public Services (15% Maximum)				
Boys and Girls Club of Flagstaff	Childcare Scholarships	130 / 150	\$67,250.00	\$0
Coconino County Health and Human Services	Meals on Wheels	129 / 150	\$41,616.00	\$0
Flagstaff Shelter Services	Operations at The Lantern	142 / 150	\$60,000.00	\$54,500.00
Northland Family Help Center	Case Management for DV Shelter Clients	142 / 150	\$62,737.50	\$54,500.00
Terros Health	Crisis-to-Recovery Navigation and Stabilization	137 / 150	\$65,805.00	\$0
Tynkertopia	Programing at Siler Homes Location	117 / 150	\$60,000.00	\$0
			Total	\$109,000.00

Program Year 2026 Funding Recommendations				
<u>Organization</u>	<u>Project Program</u>	<u>Average Score</u>	<u>Request</u>	<u>Recommended Allocation</u>
Public Improvements / Housing				
City of Flagstaff	Ponderosa Park Reconstruction	N/A	\$500,000.00	\$500,000.00
City of Flagstaff	Murdoch Improvements	N/A	\$77,000.00	\$77,000.00
City of Flagstaff	ADA Improvements	N/A	\$48,750.00	\$49,196.00
			Total	\$626,196.00
Public Services (15% Maximum)				
Flagstaff Shelter Services	Operations at The Lantern	142	\$60,000.00	\$54,500.00
Northland Family Help Center	Case Management for DV Shelter Clients	142	\$62,737.50	\$54,500.00
			Total	\$109,000.00
Administration and Indirect (20% Maximum)				
City of Flagstaff	Admin/Indirect	N/A	Total	\$146,000.00

Questions, Suggestions & Next Steps

- Today
 - Seeking Council Direction for PY 2026 CDBG Funding Allocations
- Final Public Meeting
 - April 27th, 2026 – 4:00 pm – Hal Jensen Rec Center
- Council Resolution Approving Submission of the Program Year 2026 Annual Action Plan and 2026–2030 Consolidated Plan to HUD
 - May 19th, 2026 – City Council Meeting



Contact Information

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**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Kristine Pavlik, Housing and Grants Administrator
Date: 04/06/2026
Meeting Date: 04/14/2026



TITLE:

Presentation and Discussion Regarding the Community Development Block Grant Program 2026--2030 Five-Year Consolidated Plan

DESIRED OUTCOME:

Inform Council of the 2026--2030 Five-Year Consolidated Plan, required by the U.S. Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant Program (CDBG). Due to be submitted to HUD on June 2, 2026, the Consolidated Plan is required for the City of Flagstaff to maintain compliance with federal CDBG regulations.

Executive Summary:

The 2026--2030 Consolidated Plan (ConPlan) is a five-year strategic plan and assessment of community needs. This plan serves as a guiding document for the community to help achieve HUD's federally required primary and national objectives for the Community Development Block Grant (CDBG) program. It identifies priority needs, establishes goals and strategies, and outlines how federal resources will be used to support low- and moderate-income residents, address housing and community development challenges, and improve overall quality of life in Flagstaff.

Erich Chatham of Civitas, LLC will provide Council with a presentation on the 2026--2030 Consolidated Plan, including the housing market analysis and needs assessments, as well as community needs identified through an extensive public participation process. The presentation will also cover proposed priorities, goals, activities, and objectives to guide the use of CDBG funds over the next five years. Housing staff will request City Council approval of the Consolidated Plan and its submission to HUD at the May 19, 2026, meeting.

Information:

The creation of the Consolidated Plan is an extensive process that involves public and stakeholder input (collected through surveys, public meetings, and a 30-day public comment period), community needs assessments, and a housing market analysis. The data outlined in the ConPlan helps determine the relative priority of activities and the populations that will be served in the coming years with federal funds.

The following are the four priority needs proposed for the 2026--2030 Consolidated Plan:

Preserve & Develop Affordable Housing

Support the preservation of existing affordable housing and the development of new units to ensure safe, stable, and accessible housing options for low- and moderate-income (LMI) households. This includes protecting existing affordability, improving housing quality, and expanding the supply of rental and homeownership opportunities.

Improve Public Facilities & Infrastructure

Invest in the improvement of public facilities and infrastructure to support safe, accessible, and resilient neighborhoods, particularly in low- and moderate-income areas. This includes addressing aging systems, removing barriers to access, and enhancing community-serving spaces.

Public Services for LMI & Special Needs Populations

Provide funding for public service programs that support low- and moderate-income residents and individuals with special needs, including those experiencing homelessness, poverty, disability, or behavioral health

challenges. These services are intended to improve stability, access to resources, and overall quality of life.

Effective Program Administration

Ensure the effective and compliant administration of HUD-funded programs through oversight, financial management, and ongoing monitoring of subrecipients. This includes planning, reporting, and community engagement activities necessary to implement programs in alignment with federal requirements and local priorities.

Attachments: [CDBG ConPlan Council Presentation](#)



City of Flagstaff

Needs Assessment 2026 – 2030 Consolidated Plan

City Council Presentation

April 14th, 2026



In Partnership with Civitas LLC



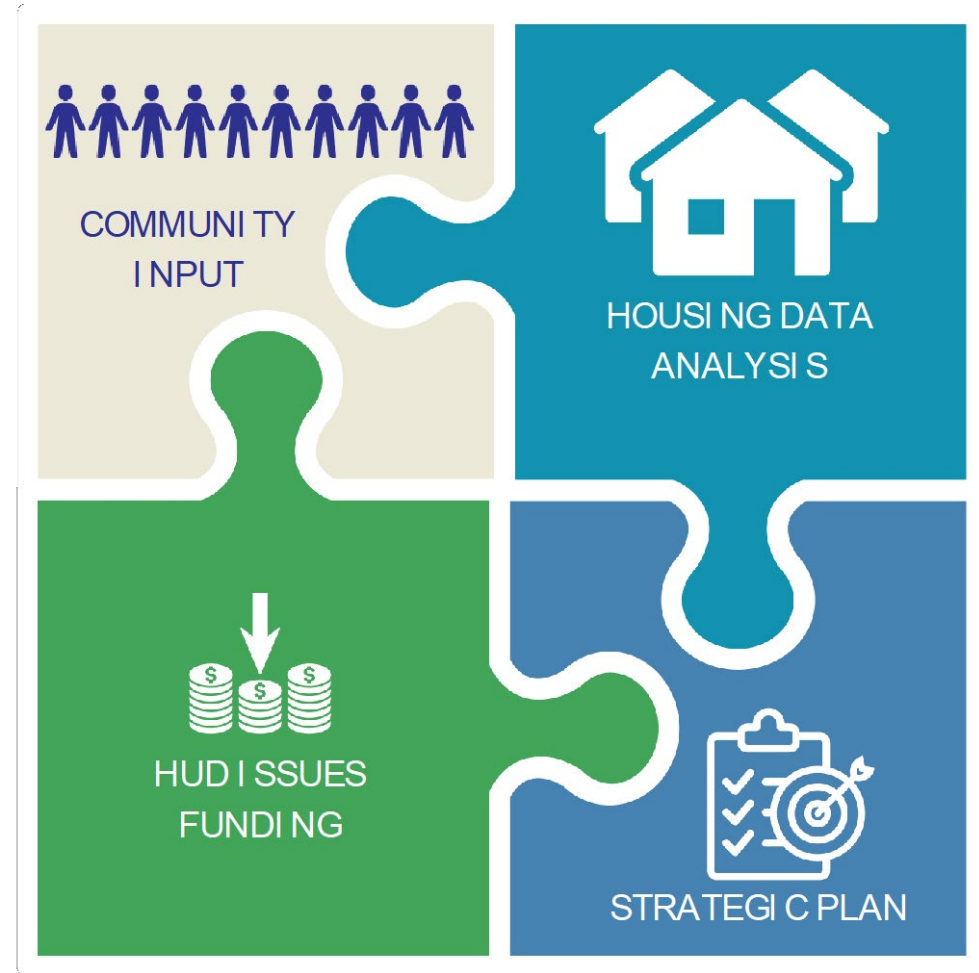
ConPlan - Major Components & Allocation

Five Major Components

1. Needs Assessment
2. Housing Market Analysis
3. 5-Year Strategic Plan
4. Annual Action Plan
5. Citizen Participation

HUD 2026 Fund Allocation

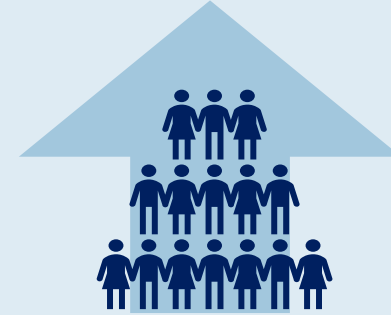
Source	Amount
CDBG	\$681,196



Data Snapshot

City Population Highlights

Population: 76,333
+14.7% over last 10 years



Total Households: 27,815
20.9% Increase



Median Income: \$68,041
36.7% Increase



Needs Assessment – Data Sample

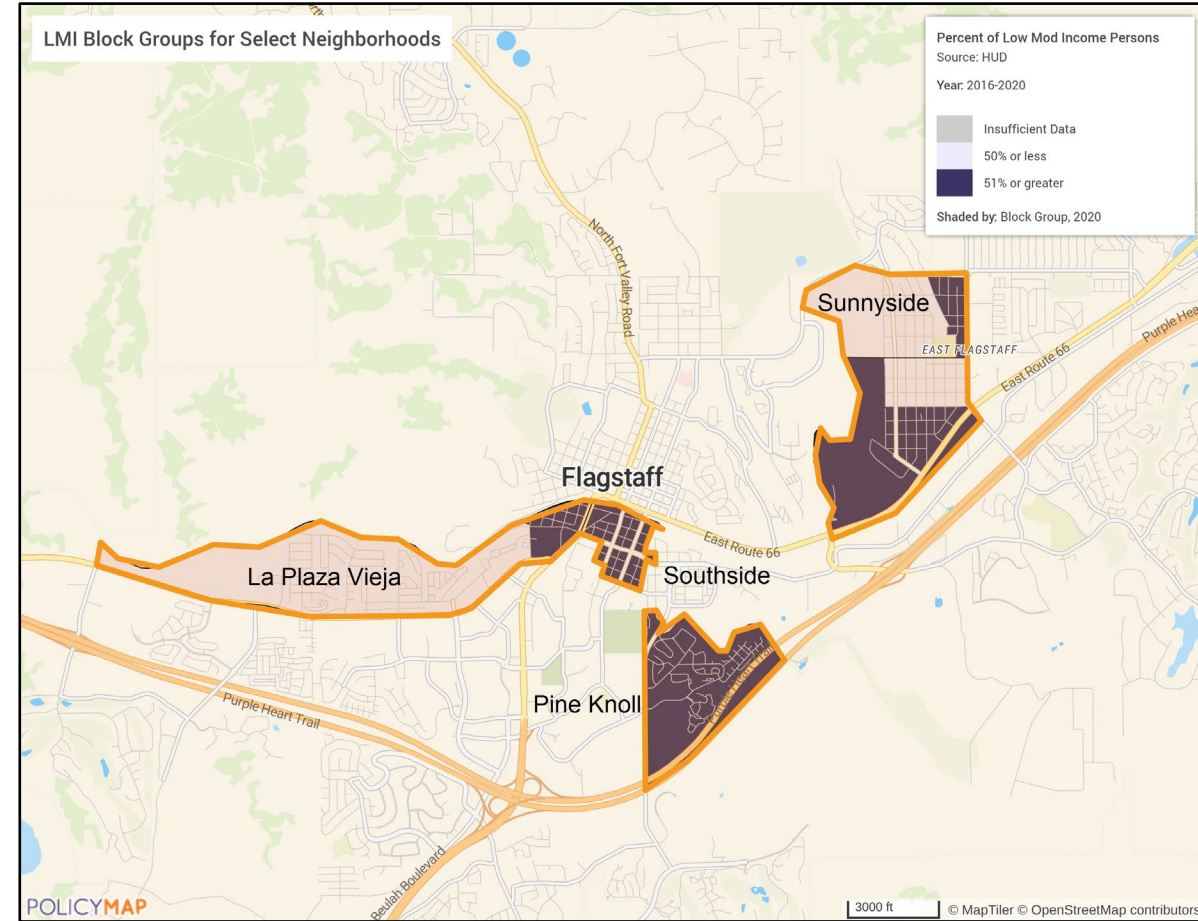
Table: Poverty Rate – 10-year Trend

	2013	2023
City of Flagstaff	24.6%	19.4%
Arizona (statewide)	17.9%	12.3%

Source: 2013 and 2023 American Community Survey Data

Low to Moderate Income (LMI)

- LMI = Less than 80% of Area Median Income (AMI)
 - Based on 2025 HUD income limits for the **Flagstaff, AZ MSA**
- Household of 1: \$61,100
- Household of 2: \$69,800
- Household of 3: \$78,550
- Household of 4: \$87,250
- Household of 5: \$94,250



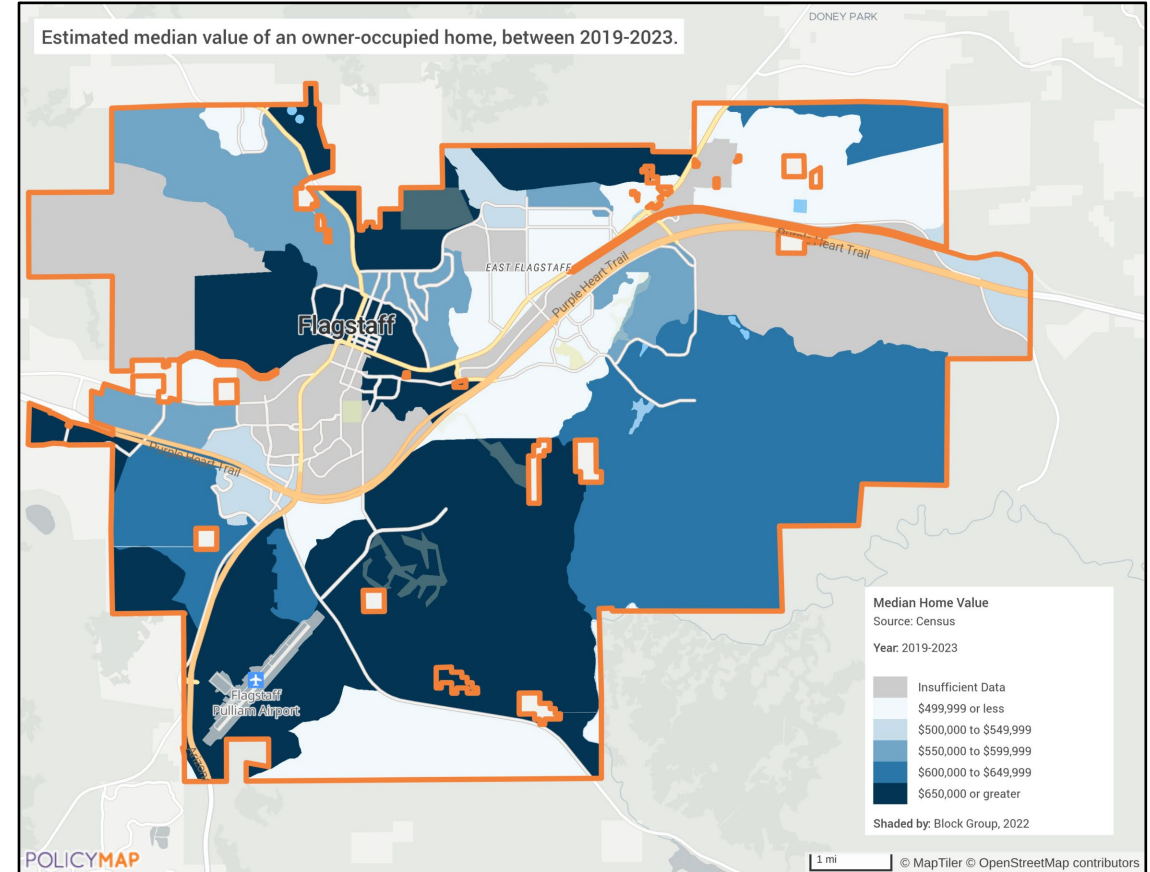
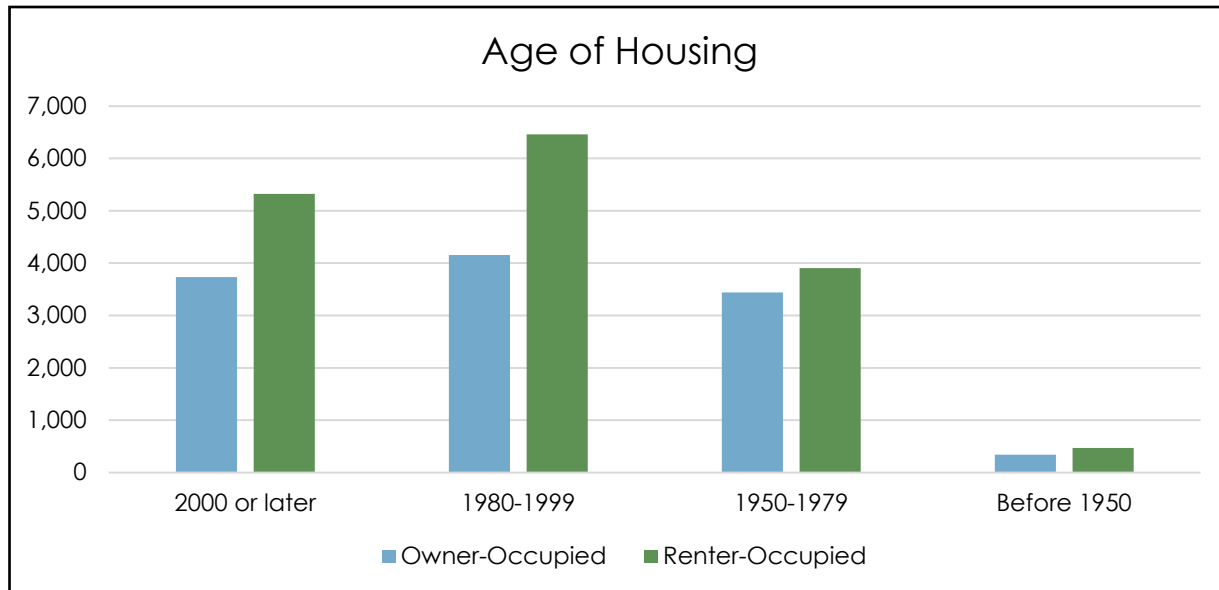
LMI Areas Rates by Block Group

Housing Profile – Data Sample

Table: Cost of Housing – 10-year Trends

	2013	2023	Rate
Median Home Value	\$266,200	\$503,400	+89.1%
Median Contract Rent	\$925	\$1,415	+53.0%
Median Income	\$49,771	\$68,041	+36.7%

Source: 2013 and 2023 American Community Survey Data



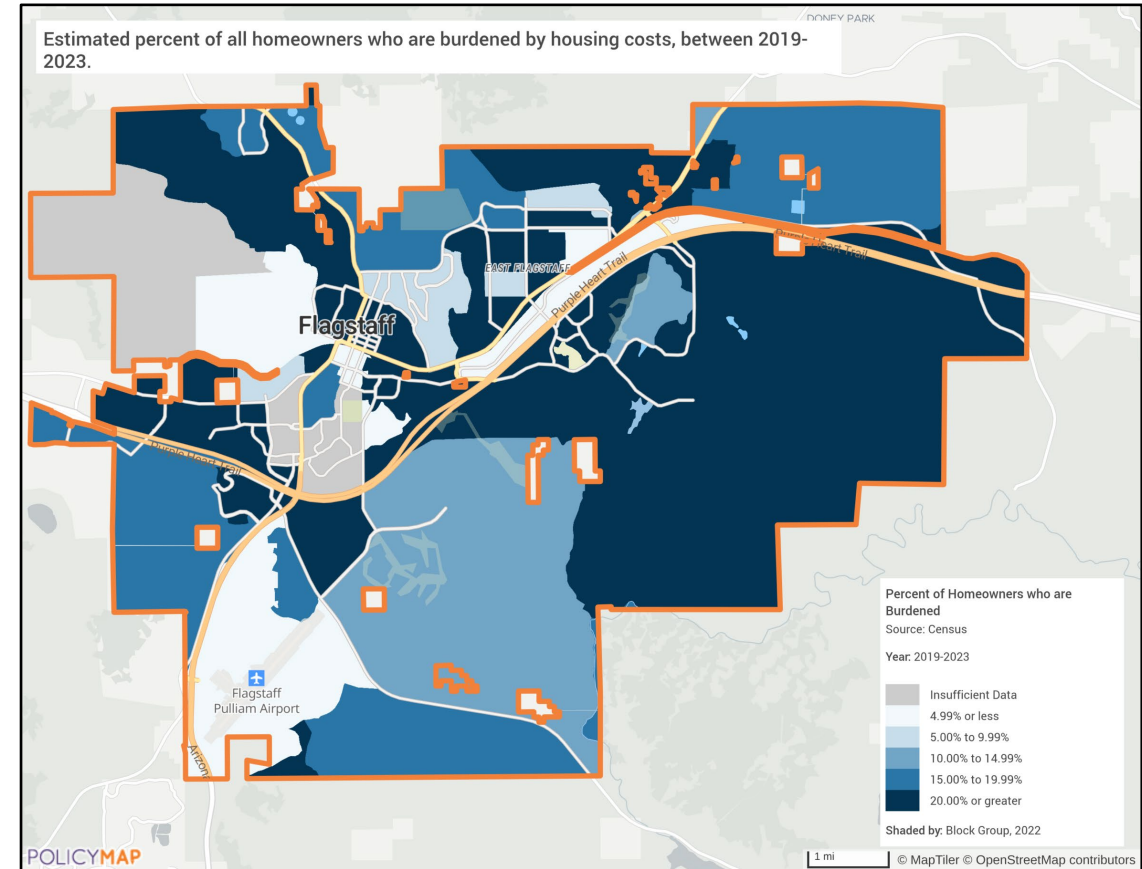
Home Values by Census Block Group
Source: 2019-2023 ACS via PolicyMap

Homeowner Housing Cost Burden

- Median Home Value: **89.1% increase** in last decade
- **9.6%** Severe cost burdened (>50%)
- **10.0%** between 30% and 50%
- **19.6%** Total **cost burdened homeowners** (>30%)

Impacts of Housing Cost Burden

- Financial Strain: Reduced available income for essentials such as food, healthcare, and transportation
- Risk of Foreclosure: Homeowners facing a housing cost burden are at an increased risk of foreclosure
- Reduced Savings and Investments: Limits the ability to save for retirement



Cost Burdened Homeowners
Source: 2019-2023 ACS via PolicyMap

*Cost Burdened: Spending over 30% of income on housing expenses

**Severe Cost Burdened: Spending over 50% of income on housing expenses

Rental Housing Cost Burden

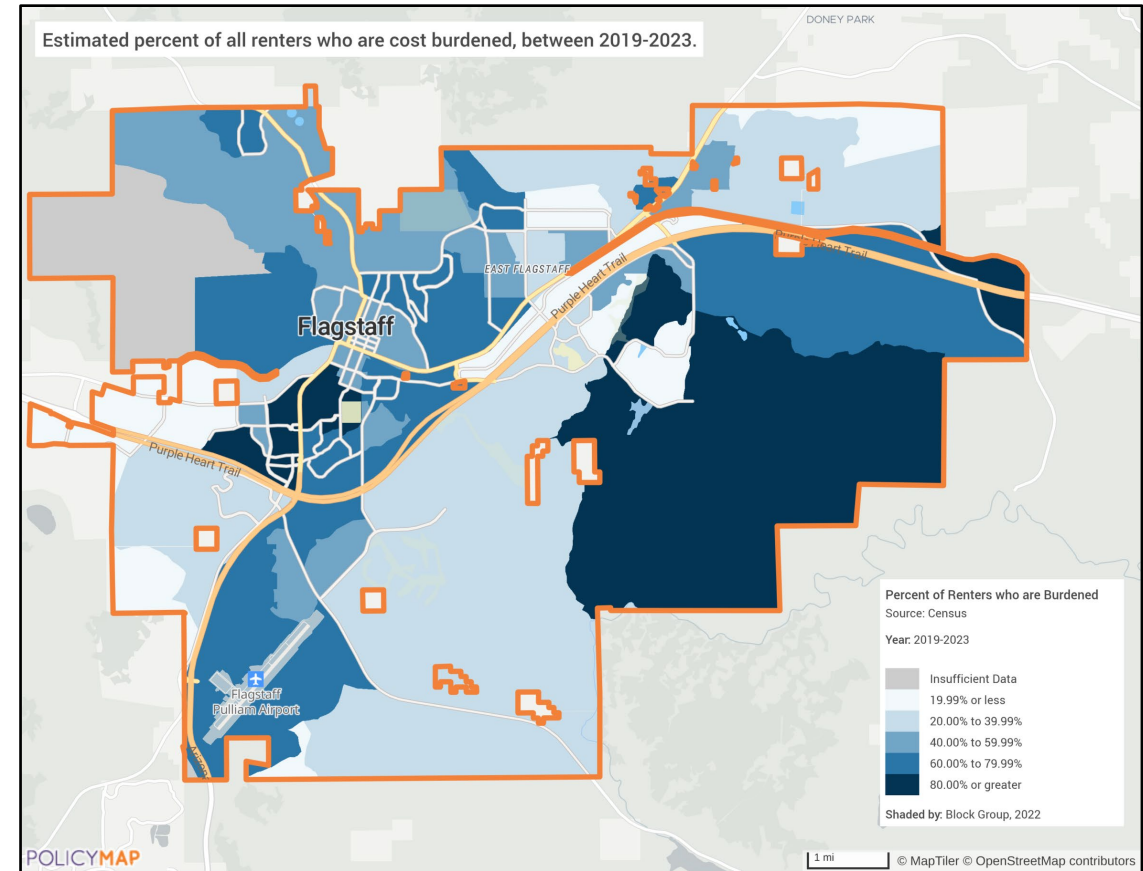
- Median Rent Contract **increased 53%** over 10 years
- **31.0%** Severe cost burdened (>50%)
- **25.3%** between 30% and 50%
- **56.3%** Total **cost burdened renters** (>30%)

Impacts of Housing Cost Burden

- Financial Strain: Reduced available income for essentials such as food, healthcare, and transportation
- Risk of Eviction: Higher risk of eviction and displacement
- Inability to Save for Homeownership: Limit the ability to save for a downpayment

*Cost Burdened: Spending over 30% of income on housing expenses

**Severe Cost Burdened: Spending over 50% of income on housing expenses



Cost Burdened Renters

Source: 2019-2023 ACS via PolicyMap

Community Input

An aerial photograph of a city, likely Boise, Idaho, showing a mix of residential and commercial buildings, green spaces, and parking lots. In the background, a range of mountains is visible under a blue sky with scattered white clouds. The text 'Community Input' is overlaid in the center of the image.

Community Survey Results

Top 3 Community Needs Priorities based on responses:

#1 Affordable Housing

#2 Public Services

3. Public Facilities

Affordable Housing

- New Affordable Rental or Homeownership Housing
- Down Payment Assistance
- Senior or Very Low-Income Housing

Public Services Priorities:

- Mental Health
- Homeless Services
- Fair Housing Services

Public Facilities Priorities:

- Multi-Purpose/Community Centers
- Libraries
- Parks and Recreational Facilities

5-Year Priority Needs and Goals

Priority Needs

- 1 Preserve & Develop Affordable Housing
- 2 Improve Public Facilities & Infrastructure
- 3 Public Services for LMI & Special Need
- 4 Effective Program Administration

Goals

- 1 Preserve & Develop Affordable Housing
- 2 Improve Public Facilities & Infrastructure
- 3 Public Services for LMI & Special Need
- 4 Effective Program Administration

Next Steps

- 30-day Comment Period – April - May 2026
- HUD submission (June 2, 2026)
- Program Year start date (July 1st, 2025)

<https://www.flagstaff.az.gov/4372/Housing>

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