

ORDINANCE NO. 23-24

An Ordinance of the City Council of the City of Whitefish, Montana, adding a new Chapter 19 to Title 2 of the Whitefish City Code to establish the Whitefish Community Housing Committee as a standing committee.

WHEREAS, in 2017, the Whitefish City Council adopted the Whitefish Strategic Housing Plan which created a step-by-step approach for addressing the housing needs identified in the 2016 Whitefish Area Housing Needs Assessment; and

WHEREAS, Resolution No. 17-50, established the Whitefish Strategic Housing Plan Steering Committee recommended by the Whitefish Strategic Housing Plan; and

WHEREAS, on November 21, 2022, at a lawfully notice public hearing, the Whitefish City Council adopted the Whitefish Community Housing Roadmap, based on the 2022 Whitefish Area Housing Needs Assessment, which represents the next step evolution and plan update of the 2017 Whitefish Strategic Housing Plan; and

WHEREAS, the Whitefish Community Housing Roadmap called for a reconfiguration of the Whitefish Strategic Housing Plan Steering Committee to advise the Whitefish City Council on actions listed in the Roadmap that are the responsibility of the City; and

WHEREAS, on January 3, 2023, Resolution No. 23-02 establish the Whitefish Community Housing Committee with an expiration date of December 31, 2023; and

WHEREAS, at its September 25, 2023, meeting the Whitefish Community Housing Committee recommended that the City Council establish the Whitefish Community Housing Committee as a standing committee to continue implementation of the Whitefish Community Housing Roadmap, as well as future action items resulting from updates to the Whitefish Community Housing Roadmap and changes to housing needs in the community; and

WHEREAS it will be in the best interests of the City of Whitefish, and its inhabitants, to establish the Whitefish Community Housing Committee as a standing committee.

NOW, THEREFORE, be it ordained by the City Council of the City of Whitefish, Montana, as follows:

Section 1: A new Chapter 19 to Title 2 of the Whitefish City Code is hereby added as follows:

2-19-1: STANDING COMMITTEE ESTABLISHED: There is hereby established as a standing committee the Whitefish Community Housing Committee, hereinafter referred to as “committee.”

2-19-2: PUPOSE, POWERS, AND DUTIES: The purpose and duties of the committee are to assist in the implementation of the housing strategies identified in the most recently

adopted housing plan, to liaison with the Housing Coordinator, and recommend actions and budget priorities to the city council or city management. Nothing in this chapter shall be construed to empower the committee to authorize or prohibit the use of public funds.

2-19-3: MEMBERSHIP:

- A. Appointment; Compensation: Members of the committee shall be appointed by the Mayor with consent of the city council. Committee members shall receive no compensation. The Committee shall have nine (9) members. One (1) member shall be the Mayor or a member of the city council; one (1) representative of the Whitefish Housing Authority; one (1) representative of Housing Whitefish; one (1) representative of the Whitefish Chamber of Commerce; one (1) representative of the Whitefish Convention and Visitors Bureau; one (1) member of the public with relevant professional or personal expertise in real estate development; one (1) member of the public with relevant professional or personal expertise in fundraising or financing; and two (2) members of the public with relevant professional or personal expertise in housing policy, property management, housing programs, end-users of community housing programs, or housing advocacy. The city clerk shall make appropriate notation of a member’s representation category on the official committee roster. Committee members shall receive no compensation.

- B. Terms; Positions: Committee terms shall be for two (2) years. There are hereby created positions numbered 1 through 9 includes of the members of the committee. The initial term of the committee members shall be staggered, with positions 1 through 5 serving two (2) year terms, and positions 6 through 9 serving one-year terms. The initial term for members serving pursuant to this chapter shall begin upon appointment and terminate on the date specified below for each position:

<u>Position Number</u>	<u>Representation Category</u>	<u>Initial Expiration Date</u>
1	Mayor or City Council Representative	December 31, 2025
2	Whitefish Housing Authority Representative	December 31, 2025
3	Housing Whitefish Representative	December 31, 2025
4	Member at Large Real Estate Development	December 31, 2025
5	Member at Large Housing policy, advocacy, program, property management or end-user	December 31, 2025
6	Member at Large Fundraising or Finance	December 31, 2024

7	Member at Large Housing policy, advocacy, program, property management or end-user	December 31, 2024
8	Whitefish Chamber of Commerce Representative	December 31, 2024
9	Representative Whitefish Convention & Visitors Bureau	December 31, 2024

- C. Removal Of Member: A member of the committee may be removed by majority vote of the City Council for cause upon written charges and after a public hearing. Willful disregard of this chapter and the rules of procedures of the committee, or absences from three (3) consecutive meetings, including regular and special meetings, or absences from more than fifty percent (50%) of such meetings held during the calendar year shall constitute grounds for removal. The circumstances of the absences shall be considered by the City Council prior to removal. Any person who knows in advance of their inability to attend a specific meeting shall notify the chair or secretary of the committee at least twenty-four (24) hours prior to any scheduled meeting.

- D. Vacancy: Pursuant to subsections A and B of this section, any vacancy on the committee shall be filled by the city council acting in a regular or special session for the unexpired term of the position wherein the vacancy exists. The city council may appoint members to the city council to temporarily fill vacant positions on the committee.

2-19-4: ORGANIZATION:

- A. At the committee's first meeting and the first meeting of each calendar year, the committee shall elect a chair, vice chair and secretary. If a vacancy occurs in an officer's position, the committee shall elect a member of the committee to fill the vacancy at the next meeting. Upon the absence of the Chair, the Vice Chair shall serve as Chair Pro Tem. If the secretary is absent from a specific meeting, the attending members shall elect a Secretary Pro Tem for the meeting. The secretary need not be a member of the committee and shall keep an accurate record of all committee proceedings.

- B. The committee shall meet monthly or more often as needed.

2-19-5: MEETINGS, RULES, AND REGULATIONS: The majority of the committee shall constitute a quorum. Not less than a quorum of the committee may transact any business before the committee. The concurring vote of a simple majority of members present shall be necessary to decide any question or matter before the committee. The committee shall adopt rules of procedure for the conduct of meetings consistent with statutes, the city charter, ordinances, and resolutions. The committee shall meet at least annually, and at such other times as the committee may determine. All meetings shall be open to the public.

2-19-6: STAFF SUPERVISION: The committee shall have no supervisory control and shall not direct city staff in the performance of their official duties. The committee may request information and assistance from city staff.

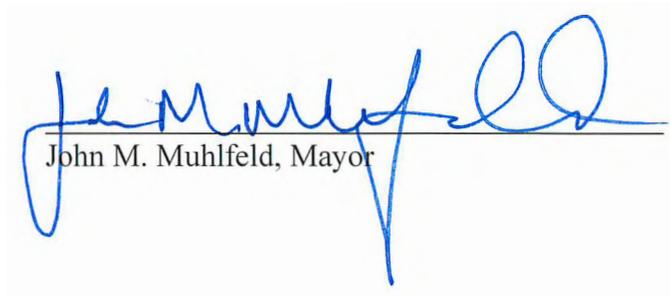
2-19-7: EXPENDITURES: The committee shall not have authority to make any expenditures on behalf of the city or disburse any funds provided by the city or to obligate the city for any funds.

Section 2: This Ordinance shall take effect thirty (30) days after its adoption by the City Council of the City of Whitefish, Montana, and signing by the Mayor thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITEFISH, MONTANA, ON THIS 6TH DAY OF NOVEMBER 2023.

ATTEST:


Michelle Howke, City Clerk


John M. Muhlfeld, Mayor