

CHAPTER 20G
SALEM URBAN DEVELOPMENT, COMMUNITY SERVICES AND HOUSING
COMMISSION

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20G.010. Salem Urban Development, Community Services, and Housing Commission

Created; Composition. The Salem Urban Development, Community Services and Housing Commission is hereby created.

(a) The Commission shall consist of nine members as follows:

- (1) Three at large members from the general public.
- (2) One representative from the Salem Housing Advisory Committee.
- (3) Two representatives from non profit social service organizations.
- (4) One representative from the United Way of the Mid-Willamette Valley.
- (5) One at-large member from the City of Keizer.
- (6) One representative of for-profit business within the City of Salem.

(b) All members of the Commission must be residents or have their principal place of business in Salem, except for the representative from the City of Keizer who must be a resident or have their principal place of business in Keizer.

(Ord No. 63-99; Ord No. 63-05; Ord No. 42-09; Ord 4-15; Ord No. 18-15)

20G.020 Appointment and Terms of Members.

(a) The City Council shall appoint members of the Commission.

(b) The term of office of the members shall be for staggered terms of three years, or until their successors are appointed and qualified. No appointive member shall serve more than two consecutive terms. A member shall not be eligible to serve longer than that member's term of appointment on the board, or commission represented by that member. Persons appointed to fill vacancies left by members whose terms on the Commission have not expired shall have as their term of office the unexpired terms of their immediate predecessors on the Commission, and are eligible for reappointment for an additional consecutive term.

(c) Members of the Commission shall receive no compensation for their services.

(Ord No. 63-99; Ord No. 42-09; Ord No. 18-15)

20G.030. Procedure.

(a) The Commission may adopt bylaws for its procedures consistent with the laws of the State of Oregon and with the Charter and ordinances of the City of Salem. Where not inconsistent with such bylaws or where such bylaws are not adopted, Robert's Rules of Order as adopted by SRC 2.1640 shall apply.

(b) The Commission shall elect a chair and a vice chair who shall hold office at the pleasure of the Commission.

(c) The Commission shall meet quarterly and as necessary at the call of the chair or City Manager. All meetings of the Commission shall be open to the public. Minutes of the Commission's proceedings shall be filed with the City Recorder. The Commission shall receive staff support from the Urban Development.

(d) A majority of the actual members of the Commission, excluding vacancies from the basic number established for the Commission, shall constitute a quorum. The Commission may conduct business only when a quorum is present. When there is quorum, the Commission

may act by a majority of members present. A Commission member is considered present for purposes of determining the quorum needed on a matter whether or not the member has abstained from participation on that matter.

(Ord No. 63-99; Ord No. 58-2002; Ord No. 79-2002; Ord No. 63-05; Ord No. 42-09; Ord No. 18-15)

20G.040. Functions and Duties. The Commission shall have no powers or authority except as conferred by this section. This section shall not be construed as depriving elected or appointed officials of the City of any power they may have under the laws of the state or Charter of the City. The Commission shall be advisory to the City Council and the City Manager and shall have powers, duties, and functions as follows:

- (a) Serve in an advisory capacity to the City Council in matters relating to allocation of Title I, Housing and Community Development Act of 1974, as amended (CDBG) and Title II, Cranston-Gonzalez National Affordable Housing Act of 1992, as amended (HOME) grant funds from the Department of Housing and Urban Development (HUD) and on such other matters related to HUD grant programs as the City Council may request.
- (b) Make policy recommendations to the City Council in five-year strategic plans, in annual plans for specific project budgets, and as needed for project modifications to the plans.
- (c) Identify the social service needs of the community and develop recommendations and solutions to meet the identified social service needs;
- (d) Analyze fiscal and social implications of proposed and existing social service programs funded by, or under the jurisdiction of, the City of Salem;
- (e) Monitor and evaluate social service programs funded by or receiving support from the City of Salem;
- (f) Initiate efforts toward exchanging information for the purpose of coordinating social service delivery systems, public and private, and their governing and administrative bodies that affect the Salem area population;
- (g) Refer those matters or issues arising that do not fall within the power and duties of the Commission to the City Council, and
- (h) Make such reports and recommendations on topics to the City Council as the Council may request. (Ord No. 63-99; Ord No. 42-09; Ord No. 18-15)

(CHAPTER 20H RESERVED FOR EXPANSION)