
City of Newberg
Newberg Urban Renewal Agency Citizen Advisory Committee
March 20, 2024

Meeting called to order at 5:01 p.m.

Commissioners Present:

Molly Olson, Jim Talt, Philip Higgins, Daniel Heister,
Dawn Paulson, Jennifer Bean, Jillian Daley, Matthew
Smith

Staff Present:

Will Worthey, Scot Siegel, Clay Downing, Jeremiah
Cromie

PRESENTATIONS:

Commission Chair Olson read a letter by Chair Carmon.

Jeremiah Cromie gave a presentation on URD/NURA
basics

Commission Chair Olson introduced the draft bylaws
one at a time. Mr. Talt introduced a series of
amendments intended to add more specificity to the
bylaws drawn from the City of Newberg council rules.

MOTION to follow Council Rule 2.9 with regards to the
role of a recorder. Discussion followed.

Motion: Matthew Smith
Second: Daniel Heister
Passed Unanimously

MOTION to follow council rules with regards to the use
of Robert's Rules of Order in its more relaxed format.
Discussion followed.

Motion: Philip Higgins
Second: Matthew Smith
Passed Unanimously

Committee members discussed the need or lack of need to add a set of rules on public comment, coming to a consensus around needing the addition.

MOTION to add the entire City of Newberg Public Comment rules from the City Council rules to the bylaws, modified by staff to remove council-specific terms and replace them with the relevant NURA CAC terms. City Manager Will Worthey agreed to complete the task.

Motion: Matthew Smith
Second: Dawn Paulson
Passed Unanimously

MOTION to add an insertion based upon City Council rules that would allow commissioners to be removed for serial non-attendance of meetings. Commission Chair Olson indicated that exceptional circumstances would be considered before taking action.

Motion: Matthew Smith
Second: Jennifer Bean
Passed Unanimously

MOTION to approve the entire package as amended.

Motion: Philip Higgins
Second: Matthew Smith
Passed Unanimously, ratifying the bylaws.

COMMISSION APPOINTMENTS:

Action: Appoint Jim Talt as the Vice-Chair of the Newberg Urban Renewal Agency Citizen Advisory Committee for a term effective from March 20, 2024 to **December 31, 2024.**

Motion: Commissioner Philip Higgins
Second: Councilor Matthew Smith
Vote: Passed Unanimously

Meeting adjourned at 5:50 p.m.

Will Worthey (CM / NURA administrator)



Name of Staff Liaison, Title

ATTEST:



Molly Olson (City Councilor / NURA Commissioner)

Name of Chair, Chair