

## 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 Robergs 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.

Name of Staff Liaison, Title

**ATTEST:**

Name of Chair, Chair