

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO, CALIFORNIA TO CREATE THE AD-HOC CULTURAL ARTS GRANT APPLICATION REVIEW COMMITTEE TO BE KNOWN AS "ARC GROUP E"

WHEREAS, the Parks, Recreation and Arts Commission (Commission) was established pursuant to Fresno Municipal Code Chapter 7, Article 15, the "Fresno Clean and Safe Neighborhood Parks Tax Ordinance" (the Ordinance); and

WHEREAS, the general purpose of the Commission is to provide fiscal accountability and citizen oversight relating to the development of parks within the City of Fresno; and

WHEREAS, the Ordinance requires that a percentage of the funds derived from the Ordinance be allocated to support and expand access to arts and cultural programming; and

WHEREAS, the Commission in partnership with the Fresno Arts Council, or its successor local arts agency, shall implement a program for granting funds to expand access to arts and cultural programming; and

WHEREAS the Commission has recommended a set of grant guidelines which include the Application Review Handbook; and

WHEREAS, the Council has passed Resolution \_\_\_\_\_ which adopts the grant guidelines including the Application Review Handbook; and

WHEREAS, the Council created the Application Review Committee (ARC) by Resolution \_\_\_\_\_ for the purpose of reviewing and scoring the grant applications; and

Date Adopted:

Date Approved:

Effective Date:

City Attorney Approval: AMK

Resolution No. \_\_\_\_\_

WHEREAS, the Council now desires to create an ad hoc subcommittee to the Application Review Committee, which shall be known as Application Review Committee Group E or ARC Group E, for the discrete purpose of reviewing and scoring applications, thereby making recommendations to ARC and Commission about funding arts and cultural programming; and

NOW, THEREFORE, BE IT RESOLVED by the City Council as follows:

1. The Application Review Committee Group E (Subcommittee) is hereby established and shall become effective upon date of first meeting.

2. The legal authority for creation of the Subcommittee is set forth in the Fresno Municipal Code Section 7-1506(b)(4) and Resolution 2040-040.

3. The Subcommittee shall be an advisory body comprised solely of less than a quorum of the Application Review Committee, whose members shall be selected in accordance with the EAAC Grant Guidelines.

4. The purpose of the Subcommittee is to review, score and prepare recommendations to the Commission related to the EAAC General Operations Grants and/or the EAAC Project Specific Grants. The subcommittee may also receive training associated with these responsibilities.

5. The Subcommittee shall automatically dissolve upon the final approval by PRAC of the recommended grantees for both the EAAC General Operations Grants and the EAAC Project Specific Grants for Cycle Three of the EAAC Grant Program.

6. The membership shall consist of no more than five Review Committee members, with alternates assigned as-needed in accordance with the guidelines.

a. Members shall be appointed following the selection process outlined in the guidelines which includes an ARC application review and recommendation by the Commission.

b. Term of Office. Members shall serve at the pleasure of the Commission Chair.

c. The Subcommittee shall keep minutes which will be reported back to the Commission by PARCS staff.

d. The Subcommittee is an ad hoc committee not subject to the requirements of the Brown Act, but in the interest of transparency will endeavor to hold its meetings open to the public in accordance with the terms outlined in the grant guidelines.

e. Membership revisions will be effective upon filing a new Organizational Form.

7. This resolution shall be effective upon final approval.

\* \* \* \* \*

STATE OF CALIFORNIA )  
COUNTY OF FRESNO ) ss.  
CITY OF FRESNO )

I, AMY K. ALLER, Interim City Clerk of the City of Fresno, certify that the foregoing resolution was adopted by the Parks, Recreation and Arts Commission, at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_ 2026.

AYES :  
NOES :  
ABSENT :  
ABSTAIN :

AMY K. ALLER  
Interim City Clerk

By: \_\_\_\_\_  
Deputy Date

APPROVED AS TO FORM:  
ANDREW JANZ  
City Attorney

By: \_\_\_\_\_  
Angela M. Karst Date  
Senior Deputy City Attorney

Attachment: Organizational Form

**ORGANIZATIONAL FORM FOR CITY OF FRESNO  
BOARDS, COMMISSIONS, COMMITTEES, AND SIMILAR BODIES.**

**An Organizational Form shall be completed and filed with the City Clerk's Office when the City Council, Mayor, individual Councilmember, or other legislative body creates a City board, commission, committee, or similar body ("body"). The City Clerk shall complete the form when the body is created by Council action. If the body is created by the Mayor, an individual Councilmember, or legislative body other than the City Council, the Mayor, Councilmember, or staff assisting the legislative body is responsible for ensuring the Organizational Form is completed and filed with the City Clerk.**

- 1. Name of the body:**

- 2. Legal authority for creation (federal law; state law; City Charter, ordinance, resolution; or other (specify)):**

- 3. Purpose/mission of the body:**

- 4. Will the body be advisory  or decision-making  ? (See Resolution Template for details.)**

**5. How long body will be in existence (specify a date or discrete task/ purpose to complete):**

- Default length is four years pursuant to Resolution 2024-040 unless otherwise specified in enabling legislation.
- All bodies not created by Charter, ordinance, or resolution of Council will automatically terminate two years from their creation unless otherwise specified by Council (Fresno Municipal Code Section 2-802).
- Any bodies not subject to the Brown Act (ad hoc committees) shall automatically terminate when the discrete task or purpose of the body is fulfilled and may not exist perpetually.

**6. Membership.**

**a. Number of members:**

**b. How members are appointed:**

**c. Membership qualifications:**

\*Examples include City or District residency, special expertise, etc. Ad hoc committee not subject to Brown Act must consist only of less than a quorum of current City Councilmembers.

**d. Term of Office:**

\*Appointments to seats with definite terms of office may only be removed for cause by the appointing entity. Appointees to seats that serve at the pleasure of the appointing authority may be removed without cause by the appointing entity.

**e. Council committees only. Details of membership upon term ending, change in Council position, or other membership notes:**

**7. Compensation, if applicable:**

**8. Contact person:**

\*This individual shall also be responsible for ensuring the information provided in this form is accurate and updated.

**9. Mailing address:**

**10. Location of the body's records:**

**11. Date bylaws adopted or updated (Date or N/A):**

\*The Council Rule of Procedure provide default rules unless the body adopts separate bylaws.

**Sections 12 and 13 to be completed by City Clerk, with advice from City Attorney.**

**12. Brown Act/open meeting requirement?**

Yes

No

Only Ad hoc committees comprised solely of less than a quorum of a legislative body, with a discrete purpose or task, which will automatically dissolve upon completion of the task, and without meeting schedule fixed by resolution or ordinance; and bodies created by a non-legislative body, such as the Mayor or individual Councilmember, are not subject to the Brown Act. The ad Hoc committee exception to the Brown Act is rooted in a presumption that the committee will report to the parent body in a forum allowing public input.

**13. Must file Statements of Economic**

**Interest (Form 700):**

Yes

No

Date of last revision. \_\_\_/\_\_\_/\_\_\_\_

**Sections 8, 9, 10 and 11 of this form may be updated at any time and filed with the City Clerk**