

A RESOLUTION AMENDING THE PROCESS FOR APPOINTING MEMBERS TO THE ARTS AND CULTURE ADVISORY COMMITTEE FOR THE CITY OF SPARKS, AND OTHER MATTERS PROPERLY RELATED THERETO.

WHEREAS, the Sparks City Council desires to improve the quality of life in Sparks through art and cultural activities to celebrate Sparks' heritage; and

WHEREAS, the Sparks City Council desires to differentiate the City of Sparks from other cities and their arts programs; and

WHEREAS, the Sparks City Council desires a program to identify and celebrate the uniqueness of Sparks thereby blending its historical and industrial roots; and

WHEREAS, the Sparks City Council desires to provide more formal recognition to existing and future art and culture activities in Sparks; and

WHEREAS, the Sparks City Council adopted Resolution Number 3296 on June 13, 2016, thereby formally creating the Arts and Culture Advisory Committee (ACAC) and adopting policies and procedures for the provision of arts and cultural activities on public property in Sparks; and

WHEREAS, the ACAC acts in a formal structure and offers advice to the Sparks City Council on arts and cultural activities in Sparks; and

WHEREAS, informed citizen input is considered essential to the creation of the guidelines and plan for art and cultural activities in Sparks; and

WHEREAS, the Sparks City Council has determined that it would benefit the ACAC and the citizens of Sparks to amend the process for appointing members to the ACAC to remove inconsistencies in that process and to establish continuity through overlapping terms of ACAC members.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sparks that:

1. **PURPOSE:**

The purpose of the proposed Art and Culture Advisory Committee (ACAC) is to provide a plan and guidance for arts and cultural related activities on public property or projects utilizing city resources within the City of Sparks.

The ACAC is to perform in a positive, professional and collaborative manner to gather information and provide constructive feedback and suggestions to the Sparks Mayor and the Sparks City Council on city programs, initiatives and matter referred

to the ACAC by the Sparks City Council.

While the ACAC receives updates from City departments and divisions periodically, the ACAC acts in an advisory capacity to the Sparks City Council and shall not advise or otherwise engage in matters involving land use, zoning matters, political races or matters not deemed appropriate by the Sparks City Council.

2. CREATION:

- A. Pursuant to the Rules of Procedure for Sparks City Council Meetings, *Section 7.1 Citizen Committees, Boards and Commissions*; The Council may by Resolution create committees, board, and commissions to assist in the conduct of the operation of the City government with such duties as the Council may specify not inconsistent with the City Charter or City Code.
- B. Pursuant to the Rules of Procedure for Sparks City Council Meetings, *Section 7.2 Membership and selections*; The Council may determine membership and selection of members shall be as provided by the Council if not specified by the City Charter or City Code. Any committee, board, or commissions created shall cease to exist upon the accomplishment of the special purpose for which is was created, or when abolished by a majority vote of the Council. No Committee so appointed shall have powers other than advisory to the Council or to the City Manager, except as otherwise specified by the City Charter or City Code.
- C. Pursuant to the Rules of Procedure for Sparks City Council Meetings, *Section 7.3 Removal of Members of Boards and Commissions*; The Council may remove any member which they have appointed to any board, committee or commission, except the charter committee, by a vote of at least a majority of the Council.

3. MEMBERSHIP:

- A. The Sparks Mayor shall make appointments to the ACAC. Members shall be residents of Washoe County and will be selected on the following criteria:
 - i. Full understanding of being an arts advocate within the City's environment and structure;
 - ii. Five (5) years or more experience as an arts advocate;
 - iii. Forward thinking in programming for the arts; and
 - iv. Prior experience on a non-profit or government board.
- B. A total of six (6) Members will make up the ACAC. Membership to the

ACAC is appointed in the following manner:

- i. Two members with performing arts background;
 - i. *One term expires 2018 and every two years thereafter.*
 - ii. *One term expires in 2019 and every two years thereafter.*
- ii. Two members with visual arts background;
 - i. *One term expires in 2018 and every two years thereafter.*
 - ii. *One term expires in 2019 and every two years thereafter.*
- iii. One member with a humanities background.
 - i. *One term expires in 2018 and every two years thereafter.*
- iv. The Parks and Recreation Director will assign one, non-voting staff member.

C. Membership on the ACAC shall be voluntary and without compensation.

D. Three (3) consecutive absences shall result in removal from the ACAC.

E. If a member files as a candidate for election for any State, County or City public office, such member shall take a leave of absence from the ACAC. Election to any public office shall result in automatic termination of membership with the ACAC.

4. OFFICERS:

A. The ACAC will elect a Chair, Vice Chair, and Secretary who will each perform the customary duties of their office. These officers shall be elected at the first meeting of the calendar year and shall each hold office for a term of one year or until their successors are duly elected. A special election may be held at any meeting to fill the time remaining in the term of an officer where there has been a resignation or other termination of membership of the ACAC.

B. The ACAC Chair or, in his/her absence, the Vice Chair shall preside over the ACAC and act as the official representative of the ACAC to the City Council and shall present to the City Council the official opinions, advise, recommendations and Resolutions of the ACAC. In the absence of both the Chair and Vice Chair, the ACAC Secretary will perform these functions, or the ACAC may designate another member to perform these functions.

5. ACAC RECOMMENDATIONS:

A. The ACAC shall provide, in writing to the City Council, constructive input,

guidance or feedback on city art and culture programs and initiatives brought before the ACAC for discussion.

- B. ACAC recommendations to the City Council shall be made in the form of a Resolution.

6. SUBCOMMITTEES:

- A. The ACAC may create such Subcommittees as it deems necessary to adequately assess and evaluate issues coming before it and affecting the city. The Chair will appoint the members of any Subcommittees, declare the scope of their activities, and determine the deadline for the completion of their assigned tasks.
- B. Subcommittee reports will be voted on by the ACAC membership, as needed, and the report and the vote thereon communicated to the City Council.

7. MEETINGS:

- A. The ACAC meeting will be conducted by the Chair or, in his/her absence, by the Vice Chair or other designated person.
- B. Meetings shall be held as determined by the ACAC Chair, but not less than 6 times per year.
- C. Meeting locations are determined by the ACAC Chair, but must be limited to City of Sparks' facilities.
- D. The Chair shall identify the items to be brought before the ACAC for discussion, and prepare the agenda for any regular or special meeting.
- E. The City Council, City Manager or Parks and Recreation Director may direct items be placed on the ACAC agenda.
- F. Robert's Rules of Order will be used to conduct all meetings to the extent not inconsistent with the terms and conditions of this Resolution.
- G. Meetings of the ACAC are subject to all the provisions of the Nevada Open Meeting Law.

PASSED AND ADOPTED on this 23 day of July, 2018, by the following vote of the City Council.

RESOLUTION NO. 3338

INTRODUCED BY COUNCIL

AYES _____
NAYS _____
ABSENT _____
ABSTAIN _____


APPROVED this _____ day of _____, 2018.

By: _____
Geno R. Martini
Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Theresa M. Gardner
City Clerk

By:  _____
City Attorney