



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
Monday, June 3, 2024 @ 6:00 PM  
Community Room

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Staff Reports
- E. Arts and Cultural Advisory Commission Agenda

**CALL TO THE PUBLIC:**

**INSTRUCTIONS:** In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

**CONSENT AGENDA:**

**REGULAR AGENDA ITEM - NON-PUBLIC HEARING:**

- |    |          |                                                                                                                           |                                    |
|----|----------|---------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| 1. | Citywide | Consideration and action pertaining to the May 6, 2024 Arts & Cultural Advisory Commission meeting minutes.               | Arts, Culture & Library Department |
| 2. | Citywide | Presentation by West Valley Arts Council.                                                                                 | Arts, Culture & Library Department |
| 3. | Citywide | Discussion and update regarding FY25 Budget Updates.                                                                      | Arts, Culture & Library Department |
| 4. | Citywide | Discussion of commissioner's roles within the community that support advocacy and growth of arts and culture in Surprise. | Arts, Culture & Library Department |

**REGULAR AGENDA ITEM - PUBLIC HEARING:**

- F. Other Business and Future Agenda Items
- G. Current Events and Reports
- H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

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KRISTI PASSARELLI, CITY CLERK

POSTED: Thursday, May 30, 2024 @ 10:00 AM

**SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.**



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**

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Council Meeting Date: June 3, 2024

Contact Person:

Submitting Department: Arts, Culture & Library  
Department

District: Citywide

Staff Recommendations:

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Consent: No

Regular: Yes

Public Hearing: No

Report/Discussion: No

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**Agenda Wording:**

Consideration and action pertaining to the May 6, 2024 Arts & Cultural Advisory Commission meeting minutes.

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**Motion:**

I move to approve the May 6, 2024 Arts & Cultural Advisory Commission meeting minutes.

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**Background:**

N/A

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**Objective Analysis:**

N/A

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**Policy Compliant:**

N/A

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. 050624 SACAC Meeting Minutes DRAFT 2
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**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**  
**16000 N. Civic Center Plaza**  
**Surprise, Arizona 85374**

Monday, May 6, 2024 @ 6:00 PM  
Community Room

**DRAFT Meeting Minutes**

A. Call to Order

B. Roll Call

Chair Kathie Morgan, Vice-Chair Taylor Ingro, Commission members, Crystal Kupper, Dr. Charlotte Pullins, Margaret Lieu and Susan deJong

Absent: Rhiannon Miett

Staff: Julie Akerly – Arts & Culture Manager and Heather Donaldson – Arts, Culture & Library Management Analyst, Sr.

C. Pledge of Allegiance

D. Staff Reports

Ms. Akerly, Arts & Culture Manager, reported on the following items:

- Arizona Citizens for the Arts – Advocacy resources
  - Upcoming informational meetings
  - Resources and templates on website to contact your representatives
- 3 terms ending on commission
  - Share application with community members you think would be good commissioners
  - Interviews taking place in May/June to swear in at June council meeting
- Bounce & Swing update
  - Awaiting some final signatures from artist
  - Tentative install beginning of September
- RLA Conservation, public art conservation organization based out of Los Angeles, visited Surprise last week to evaluate Surprise public art pieces in order to create a maintenance plan
- Plan for August 20 council meeting
  - Work Session: Economic Impact of arts and culture
  - Regular meeting: Updates to mission, powers, responsibilities, and duties of SACAC
- The art center feasibility study request for proposals is now live with a May 30, 2024 deadline. Commissioner Pullins will be representing the SACAC representative on the panel to select the consultant.

E. Arts and Cultural Advisory Commission Agenda

**CALL TO THE PUBLIC:**

None

**REGULAR AGENDA ITEMS – NON PUBLIC HEARING:**

1. Consideration and action pertaining to the April 1, 2024 Arts & Cultural Advisory Commission meeting minutes.

Commissioner Kupper moved to approve the April 1, 2024 Arts & Cultural Advisory Commission meeting minutes. Commissioner deJong 2<sup>nd</sup>. 6 Yes votes. Motion carried.

2. Presentation by Stage Left Productions.

Item tabled for a future Arts & Cultural Advisory Commission meeting.

3. Discussion and action pertaining to the approval of the Fiscal Year 2025 Arts & Cultural Advisory Commission meeting calendar.

Ms. Akerly presented the Commission with the proposed FY25 Arts & Cultural Advisory Commission Meeting schedule.

Commissioner Lieu moved to approve the FY2025 Arts & Cultural Advisory Commission Meeting calendar. Commissioner Pullins 2<sup>nd</sup>. 6 Yes votes. Motion carried.

4. Discussion and review pertaining to Round 1 MCRC Outdoor Gathering Space panel.

Ms. Akerly and Vice-Chair Ingro provided the Commission with an update regarding the MCRC Outdoor Gathering Space Panel and discussed the following items:

- Goals of the Project
- Eligibility for Artists
- Location of the Project
- Round 1: Panel Process
- Round 2: Proposal Scope
- RFQ (Request for Qualifications NOT Proposals)
- Finalists
- Next Steps

The commission was in support of the panelist's recommendations.

5. Discussion and review of FY25 Arts and Culture Grants Panel.

Ms. Akerly and Commissioner Lieu provided the Commission with an update regarding the FY25 Arts and Culture Grants and discussed the following items:

- Goals of Surprise FY25 A+C Grant
- Eligibility
- Panel Process
- Level 1 (\$2,000-\$14,999 Budget)
  - Surprise POPS Band
  - One Step Beyond
  - Café Flutes
  - Focus Comics
  - On Stage Now
  - West Valley Win Ensemble
- Level 2 (\$15,000-\$49,999 Budget)
  - Actors Playground Theater Company
- Level 3 (\$50,000+ Budget)
  - Stage Left Productions
  - Dysart Festival
  - WHAM
  - West Valley Symphony
  - Ottawa Theater
  - West Valley Arts Council
  - Honor Dance
- Next Steps

The commission was in support of the panelist's recommendations.

6. Discussion and review of MCRC construction fence art designs.

Ms. Akerly and Commissioner Pullins provided the Commission with an update regarding MCRC Construction Fence Art and discussed the following items:

- Goals of Project
- Project Overview
- Next Steps

The commission was in support of the fence art designs and process of working with the school and students.

F. Other Business and Future Agenda Items

- None

G. Current Events and Reports

- Commissioner Lieu advised that she recently became a board member of WHAM
- Commissioner deJong attended the Charter School Art Reception

**ADJOURNMENT:**

Motion to adjourn at 7:07p.m. – Commissioner deJong. Commissioner Lieu 2<sup>nd</sup>. 6 Yes votes. Motion Carried.

|  |                            |
|--|----------------------------|
|  | <hr/> Kathie Morgan, Chair |
|--|----------------------------|

|                |                                                   |
|----------------|---------------------------------------------------|
| <b>ATTEST:</b> | <hr/> Heather Donaldson, Management Analyst – Sr. |
|----------------|---------------------------------------------------|

**CERTIFICATION:**  
I, Julie Akerly, Arts & Culture Manager for the City of Surprise Arts, Culture & Library Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Commission meeting held on May 6, 2024.

|  |                                            |
|--|--------------------------------------------|
|  | <hr/> Julie Akerly, Arts & Culture Manager |
|--|--------------------------------------------|



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**

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Council Meeting Date: June 3, 2024

Contact Person:

Submitting Department: Arts, Culture & Library  
Department

District: Citywide

Staff Recommendations:

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Consent: No

Regular: Yes

Public Hearing: No

Report/Discussion: No

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**Agenda Wording:**

Presentation by West Valley Arts Council.

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**Motion:**

None.

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**Background:**

West Valley Arts Council has served as a strong partner and collaborator with the City of Surprise and provides many services and programs for the Surprise community to engage in arts and culture including Lunchtime Theater.

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**Objective Analysis:**

Share information about the mission and goals of West Valley Arts Council, and provide an update and overview of Lunchtime Theater programming.

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**Policy Compliant:**

Aligns with City Policy.

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**Financial Impact:**

None.

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**Budget Impact:**

None.

**FTE Impact:**

None.

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**ATTACHMENTS:**

1. WVAC\_Big and Bold
  2. WVAC\_Lunchtime Theater Sponsorship 2024
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# WEST VALLEY **ARTS** COUNCIL

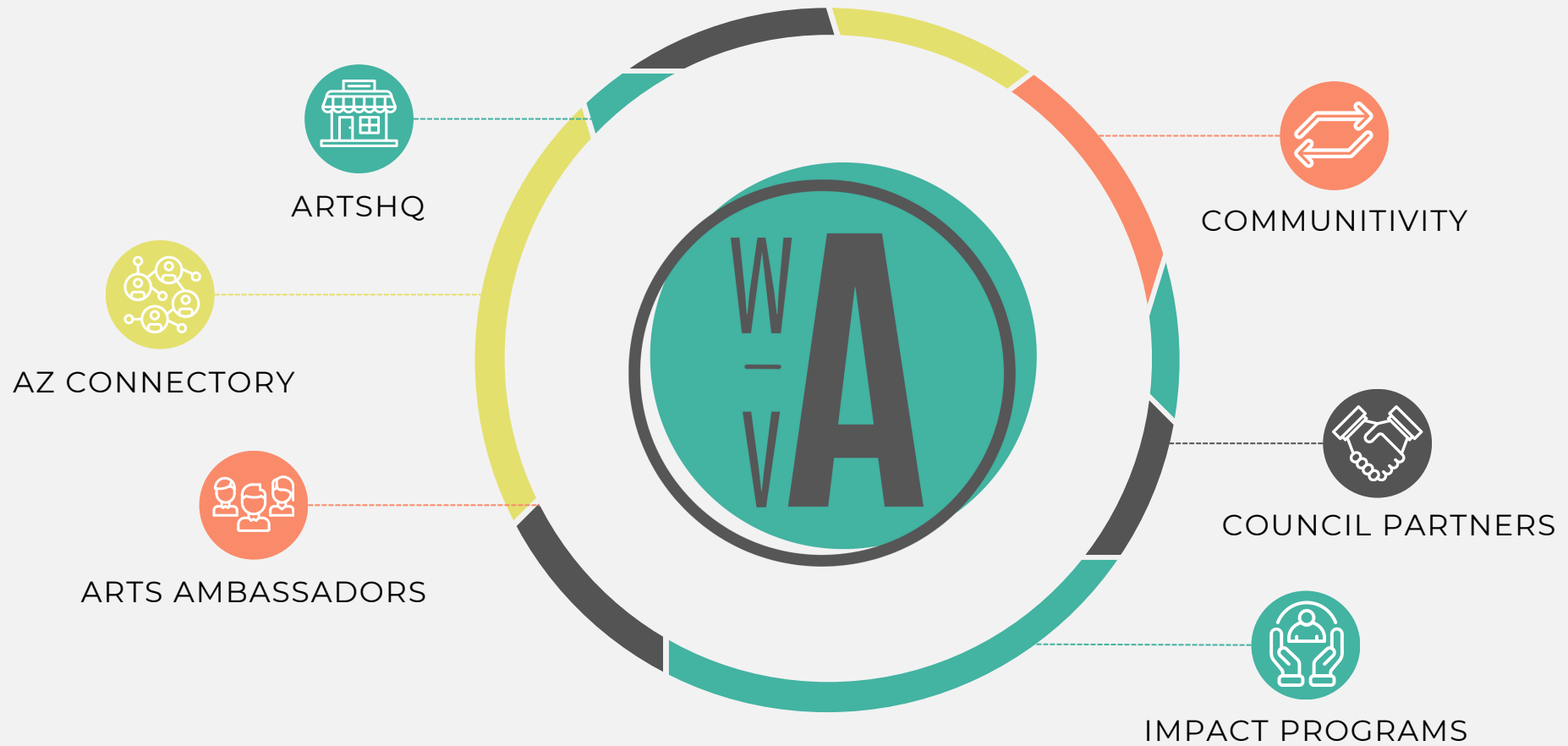
## MISSION

**We cultivate inclusive arts and culture in the West Valley by providing resources and fostering connections.**

## VISION

**We envision the West Valley as a premier destination for ALL communities to connect and engage in world class art and cultural experiences.**

West Valley Arts Council is a 501c3 nonprofit that serves 13 municipalities in the West Valley by acting as an advisory and advocate for inclusive art and culture; a creator and coordinator of innovative arts education programs for all ages; a resource for local artists; and provider of leadership in identifying trends and impact of arts and culture in the West Valley. Through strategic partnerships we use our resources to connect and strengthen communities by growing arts and cultural opportunities that include ALL people.



# FOCUS AREAS



## ARTSHQ

Establishing multiple venue locations and/or presence throughout the West Valley that provide curated, community-informed ongoing activity. Arts HQ is a partnership with West Valley cities and municipalities and acts as a cornerstone location and catalyst for art & culture activity in key communities.



## AZ CONNECTORY

Providing a sustainable online platform for the promotion, connection, and collaboration of creative economy workers, stakeholders, and supporters. The AZ Connector is a professional "LinkedIn-like" directory for individuals, groups, and Council Partners to engage and connect through macro-communities. It is inclusive of not only fine and performing arts professionals, but supports industry, business, and technical fields.



## ARTS AMBASSADORS

Empowering and equipping key donors and/or supporters to act as advocates for WVAC and arts & culture in the West Valley, allowing them the opportunity to be the voice of their specific area of engagement. Arts Ambassadors help drive additional support, relationships, and activities needed for sustainability and growth of arts & culture. Arts Ambassadors provide significant support to WVAC through direct donation of their time, resources, and advocacy.



## COMMUNITIVITY

Increasing WVAC sustainability through intentional engagement and fundraising activities that reach new and broader communities of interest. Community events are highly focused on areas of economic importance with sufficient audience size and interest, and are designed to reach those outside of the traditional/historical arts & culture audience.



## COUNCIL PARTNERS

Equipping key stakeholders and arts & culture leaders with tools and resources that maximize their capacity and increase collective efforts to create greater impact within individual, local, and regional communities. Council Partners enable WVAC to return to our council roots, becoming a conduit for collaboration, communication, and connection, working together to maximize the overall value and impact of arts & culture engagement throughout the West Valley.



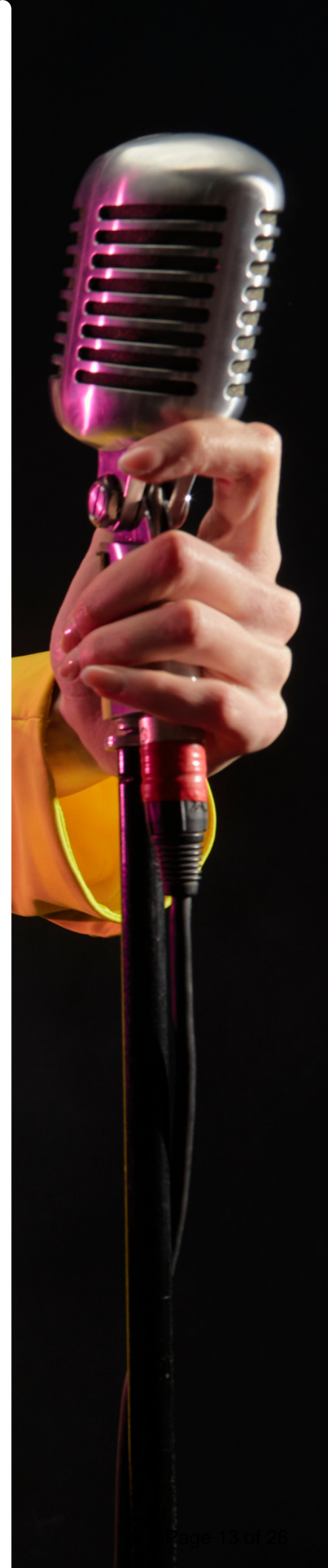
## IMPACT PROGRAMS

Resourcing and supporting identified community needs & impact through direct management of programs, program sponsorship, and the development of new initiatives. WVAC partners with cities (and state) in identifying challenges and accessibility needs within communities that warrant new initiatives and/or expanded current initiatives, creating sustainable revenue models and/or fundraising efforts.

# LUNCHTIME THEATER



*west valley arts council*



# Who we are

West Valley Arts Council is a 501c3 nonprofit that serves 13 municipalities in the West Valley by acting as an advisory and advocate for art and culture; a creator and coordinator of arts education programs for all ages; a resource for local artists; and a provider of leadership in identifying trends and impact of art and culture in the West Valley.

Through strategic partnerships we use our resources to connect and strengthen communities by growing art and cultural opportunities that include ALL people.



# What we believe

## **Vitality**

We believe that the arts are vital to thriving communities. The arts create, magnify, and sustain culture and we seek to highlight its importance in everyday life.

## **Transformation**

We believe the arts promote growth, development and transformation both personally and within communities.

## **Healing**

We believe that art is the key to healthy human connection and personal well-being.

## **Connectivity**

We believe that art and culture are agents of connectivity and we seek to continually trailblaze paths to stronger communities through engagement and education.

## **Inclusivity**

We believe that art should be made accessible to all regardless of age, race, gender, sexuality, religion, or social-economic status.

# *Our history*

West Valley Arts Council began as the incorporated Cultural Arts Society West in 1969, and changed its name to the West Valley Fine Arts Council in 1989 to reflect a broader, more inclusive vision. It became the West Valley Arts Council (also known as West Valley Arts) in 2004.

Through ongoing art and culture initiatives, WVAC has been central to creating what is recognized as a “high quality of life” for West Valley residents. The only multidisciplinary arts organization of its type and scope in the Valley has earned WVAC multiple awards in its 53 year history.

Currently located in Surprise, Arizona WVAC's physical space houses its main offices and gallery space, the Arts HQ Gallery, providing the community with free access to rotating exhibitions.



# LUNCHTIME THEATER

The mission of Lunchtime Theater is to provide accessible and intimate platforms for promoting the talent of local and regional performance groups, and build audiences throughout the West Valley region. By offering diverse and captivating one-act plays and musical performances, Lunchtime Theater aims to inspire, entertain, and enrich the lives of West Valley residents, fostering deeper appreciation for and connection to the broader arts community.

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Lunchtime Theater is a groundbreaking regional initiative dedicated to bringing world-class, high-caliber performances to the West Valley. Presented by West Valley Arts Council in collaboration with local artists, organizations, and West Valley cities, Lunchtime Theater represents a bold endeavor to enrich our region with the finest in visual and performing arts.

In addition to providing West Valley audiences with access to ongoing, high quality performing arts experiences, Lunchtime Theater serves as a powerful marketing initiative for local talent and a platform to bring recognition to both emerging and established performance groups and venues throughout the metropolitan area and beyond. By showcasing small and intimate, site specific performances featuring Arizona talents, we aim to shine a spotlight on the incredible diversity of offerings within our broader community.

Through Lunchtime Theater, artists and performers will have the opportunity to reach new audiences, garner recognition for their work, and establish connections with new patrons and partners. Additionally, by hosting performances at various venues throughout the West Valley, we will not only provide exposure for these venues but also contribute to the vibrancy and cultural enrichment of our region.

Lunchtime Theater is a significant and key resource in supporting West Valley Arts Council's mission of fostering collaboration, celebrating artistic expression, and strengthening the overall arts ecosystem throughout the region.

# LUNCHTIME THEATER

Nestled within the heart of the West Valley, Lunchtime Theater currently can be experienced at the Arts HQ Gallery in Surprise, AZ. Set against the backdrop of the visual arts, Lunchtime Theater offers an intimate and immersive platform for audiences to indulge in the magic of art paired with live performances. Acts are carefully curated, showcasing an annual lineup of diverse one-act plays and musical performances from local talent.



What sets Lunchtime Theater apart is not just the caliber of our performances, but the commitment to accessibility, community engagement, and increased visibility of local talent. As a regional initiative, we are dedicated to ensuring that residents across the West Valley have the opportunity to experience the transformative power of the arts, right in their own backyard.

## 2016

**PROGRAM ESTABLISHED AT  
ARTS HQ GALLERY IN  
SURPRISE**

## 6-8

**PERFORMANCES PER YEAR**

## 630

**GUESTS SERVED ANNUALLY**

### PROGRAM HIGHLIGHTS:

- **Diverse:** A unique and varied lineup of one-act plays and musical performances.
- **Accessible:** Ticket prices are affordable, ranging from \$10 - \$20.
- **Intimate:** Performances are generally held at smaller venues, (ranging from 100 - 400 seats).
- **Engagement:** Lunchtime Theater serves as a platform for local talent to connect with new audiences, as well as raise awareness to offerings within our broader arts community.



**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**

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Council Meeting Date: June 3, 2024

Contact Person:

Submitting Department: Arts, Culture & Library  
Department

District: Citywide

Staff Recommendations:

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Consent: No

Regular: Yes

Public Hearing: No

Report/Discussion: No

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**Agenda Wording:**

Discussion and update regarding FY25 Budget Updates.

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**Motion:**

None.

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**Background:**

The tentative budget for FY25 has been approved by City Council which includes allocations to public art projects and operations budgets for arts and culture.

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**Objective Analysis:**

Staff will provide an update on the budgeting process, priorities for the City in budgeting, and an overview of tentative FY25 budget allocations for the Arts and Culture Division.

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**Policy Compliant:**

N/A

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. FY25 Budget Update
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# Tentative Budget Update

— FY25 Arts and Culture —

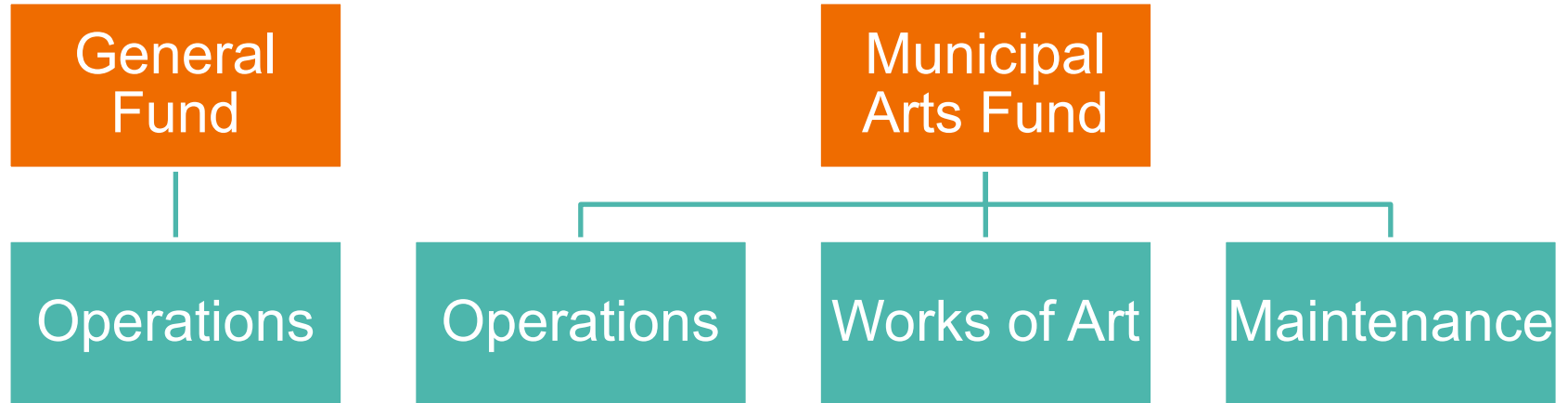
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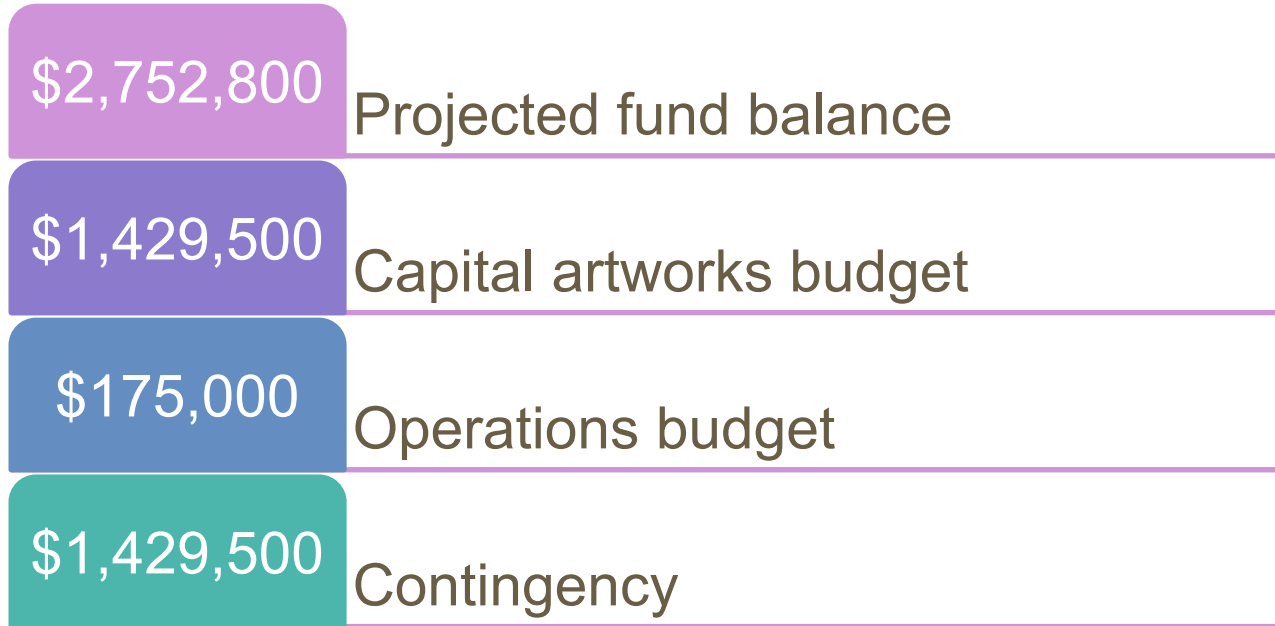
# Budget Process

- Departments submit budget packages in November 2023
- Tentative budget approval by Council in May 2024
- Budget adoption by Council in June 2024

# Arts and Culture Funds



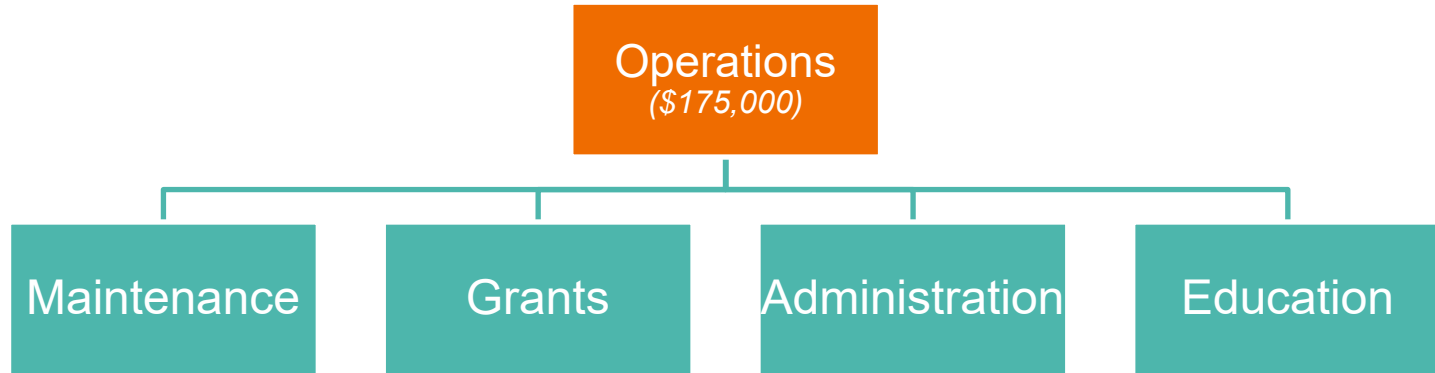
## Municipal Arts Fund Balance – Tentative FY25



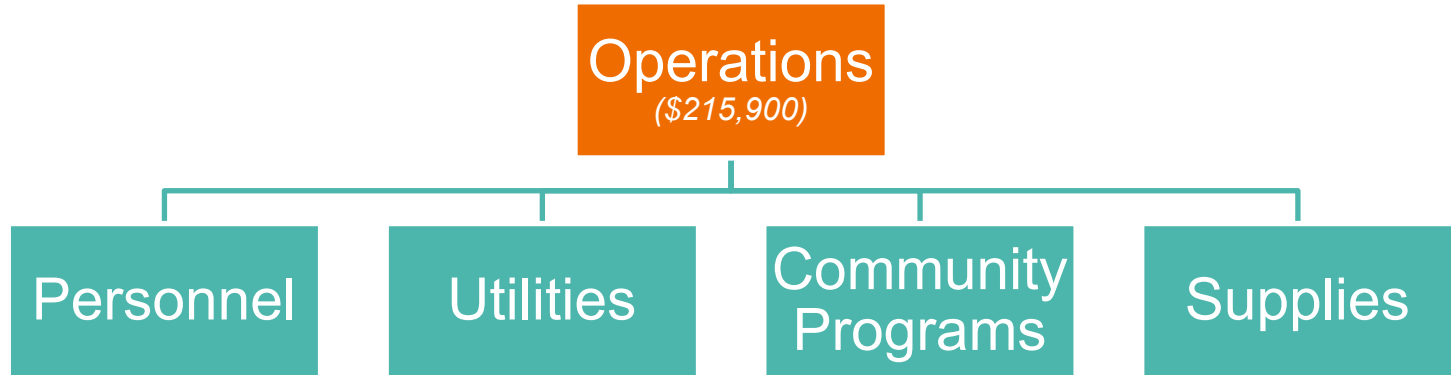
## Municipal Arts Fund: Works of Art (FY25 Tentative Budget)

| Project               | Transfer/<br>New | Amount  |
|-----------------------|------------------|---------|
| Bounce & Swing        | Transfer         | 214,500 |
| Traffic Cabinets FY24 | Transfer         | 25,000  |
| MCRC Artwork          | Transfer         | 620,000 |
| Community Pool        | Transfer         | 30,000  |
| Community Center Art  | New              | 200,000 |
| Parks                 | New              | 300,000 |
| Traffic Cabinets FY25 | New              | 25,000  |
| Libraries             | New              | 15,000  |

# Municipal Arts Fund– Operations



# General Fund - Operations





**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**

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Council Meeting Date: June 3, 2024

Contact Person:

Submitting Department: Arts, Culture & Library  
Department

District: Citywide

Staff Recommendations:

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Consent: No

Regular: Yes

Public Hearing: No

Report/Discussion: No

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**Agenda Wording:**

Discussion of commissioner's roles within the community that support advocacy and growth of arts and culture in Surprise.

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**Motion:**

None.

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**Background:**

Members of the Surprise Arts and Cultural Advisory Commission are active members of the community, and support the health of the Surprise community in many ways.

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**Objective Analysis:**

Identify resources and connections within the commission that support the advocacy and growth of arts and culture in Surprise.

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**Policy Compliant:**

Aligns with City Policy.

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**Financial Impact:**

None.

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**Budget Impact:**

None.

**FTE Impact:**

None.

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**ATTACHMENTS:**

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