



CITY OF SURPRISE
Arts & Cultural Advisory Commission
16089 N. Bullard Ave.
Surprise, AZ 85374
Wednesday, March 4, 2026 @ 6:30 PM
Surprise Regional Library

- 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 | Presentation pertaining to policies and procedures for deaccessioning City-owned artwork. | Sports,
Entertainment, and
Culture |
| 2. | Citywide | Presentation and discussion pertaining to the Surprise Arts volunteer program. | Sports,
Entertainment, and
Culture |

REGULAR AGENDA ITEM - PUBLIC HEARING:

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

KRISTI PASSARELLI, CITY CLERK

POSTED: Thursday, February 26th, 2026 @ 3:30 PM

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



CITY OF SURPRISE
Arts & Cultural Advisory Commission

Council Meeting Date: March 4, 2026 Contact Person:
Submitting Department: Sports, Entertainment, and District: Citywide
Culture
Staff Recommendations: None

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation pertaining to policies and procedures for deaccessioning City-owned artwork.

Motion:

None.

Background:

The City of Surprise has a policies and procedures manual dedicated to public art that was originally created in 2016 to support the One and One-Third Percent for Art Ordinance. Commissioners have requested an overview of the policies and procedures related to the deaccessioning of artworks owned by the City.

Objective Analysis:

Review the policy, ensure that commissioners are informed and knowledgeable of the process.

Policy Compliant:

This item is policy compliant.

Financial Impact:

None.

Budget Impact:

None.

FTE Impact:

None.

ATTACHMENTS:

1. DEACCESSIONING PROCESS-MARCH
-

Policies and Procedures for Deaccessioning Artworks

March 4, 2026 Meeting

Purpose of Deaccession

- Maintain a high-quality, balanced public art collection
- Reflect evolving community values and standards
- Protect collection integrity and public trust
- Ensure compliance with Federal law (VARA)

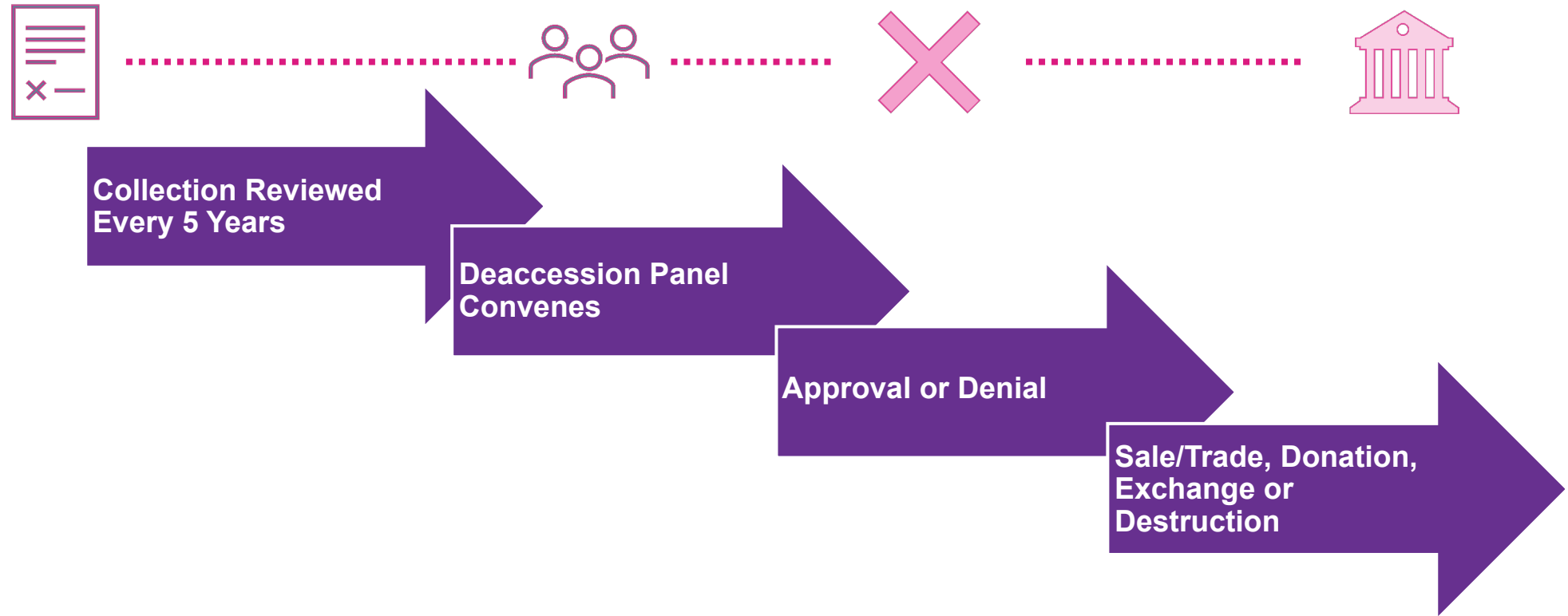
Guiding Principles

- Decisions made thoughtfully and practically
- Respect artist and donor intent
- Prioritize public benefit
- Consider legal, ethical, and contractual obligations

When Deaccession May Be Considered

- Irreparable damage or deterioration
- Excessive maintenance or unsafe conditions
- Site no longer appropriate or accessible
- Significant changes impacting integrity or relevance
- Fraud, forgery, or lack of authenticity
- Artwork rarely displayed
- Sustained public objection (5+ years)
- Collection direction has evolved

Review Process





CITY OF SURPRISE
Arts & Cultural Advisory Commission

Council Meeting Date: March 4, 2026 Contact Person:
Submitting Department: Sports, Entertainment, and District: Citywide
Culture
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to the Surprise Arts volunteer program.

Motion:

None.

Background:

Surprise Arts is building a new and robust volunteer program to support the expansion of arts and culture programs and services both in the presenting and art in public places programs.

Objective Analysis:

Provide and update to commissioners on the volunteer programs, opportunities and processes.

Policy Compliant:

This item is policy compliant.

Financial Impact:

None.

Budget Impact:

None.

FTE Impact:

None.

ATTACHMENTS:

1. VOLUNTEER INFO
-



Volunteers

March 4, 2026 Meeting



What do our Volunteers do?

- Surprise Arts Volunteers support our ongoing legacy. Their support helps create memorable experiences, strengthens community connections, and ensures the arts remain a vibrant part of life in Surprise.
- Most importantly, they are our best advocates and serve as eyes and ears to our community.

What capacity do they serve?

- **Public Event Volunteers**
 - Guest Welcome & Greeter
 - Information & Tabling Assistant
 - Activity Assistant (Hands-On Support)
 - Wayfinding & Directional Support
 - Float / General Support Volunteer
- **Surprise Presents Volunteers**
 - Usher
 - Concierge
 - Ticket Scanner
 - Parking Lot Attendant
 - Guest Welcome & Greeter

What do we expect from our Volunteers?

- Serve as a frontline representative of Surprise Arts
- Maintain a positive, upbeat, and welcoming attitude
- Be courteous, patient, and respectful with all guests
- Follow staff instructions and event guidelines
- Communicate clearly and ask questions when unsure

Our commitment to our Volunteers

Surprise Arts recognizes that our volunteers are essential ambassadors of the arts and vital partners in delivering exceptional cultural experiences to our community.

A Safe & Respectful Environment

We will foster a welcoming, inclusive, and safe environment for all volunteers, patrons, artists, and staff. Volunteers will be supported by clear policies, appropriate supervision, and safety protocols.

Training & Preparation for Success

We will provide thorough orientation, role-specific training, and clear expectations so volunteers feel confident and prepared in their assignments. Ongoing guidance and support will be available throughout their service.

Resources & Equipment

Volunteers will receive the tools, materials, and equipment necessary to successfully carry out their roles. We are committed to ensuring they are properly outfitted and informed for each assignment.

Clear Communication

We will communicate schedules, expectations, updates, and event details in a timely and transparent manner. Volunteers will know who to contact with questions or concerns.

Meaningful & Impactful Service

We will strive to offer roles that are purposeful and connected to our mission, ensuring volunteers understand the impact of their contributions on our arts programming and community engagement.

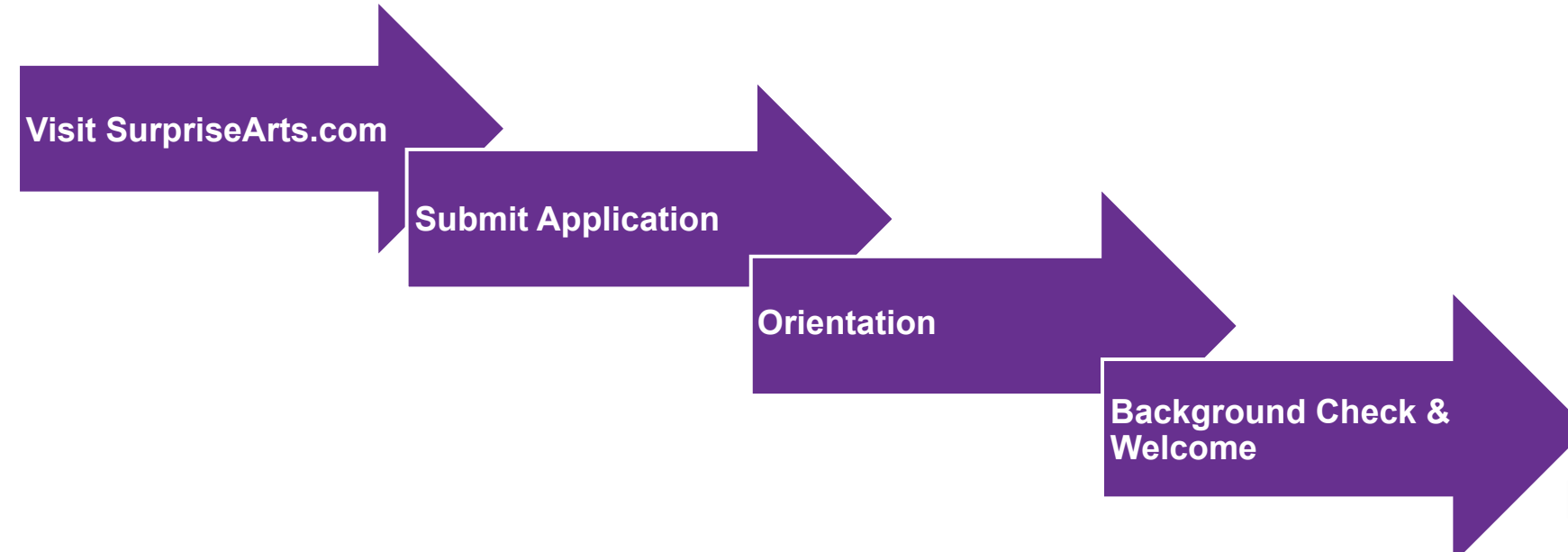
Recognition & Appreciation

We value the time, talent, and dedication of our volunteers and will regularly express appreciation through recognition efforts and acknowledgment of their service.

Professionalism & Support

Volunteers will be treated as respected members of our team. Staff will be accessible, responsive, and committed to creating a positive and rewarding volunteer experience.

Application Process





VOLUNTEER ORIENTATION



March 18 and April 10

4pm at The Vista Center for the Arts

Volunteers only need to attend one date

Opportunities Include:

Welcome & Greeter

Info & Tabling Assistant

Activity Assistant

Wayfinding & Directional Support

Usher

Scanner

Parking

About Surprise Arts

Surprise Arts is the City of Surprise, Arizona's arts and culture program under the Sports, Entertainment & Culture department, dedicated to inspiring creativity, curiosity, and connection across the community. Surprise Arts supports and promotes public art, arts events, workshops, performances, and community-centered creative experiences, including Surprise Arts Presents performances at The Vista Center for the Arts. Surprise Arts offers inclusive and accessible opportunities for residents and visitors of all ages and skill levels to engage with art and with one another.

This orientation is mandatory for all volunteers interested in supporting Surprise Arts Presents events, including programming presented by Surprise Arts at The Vista Center for the Arts.

RSVP: www.surprisearts.com/volunteerorientation

Questions?