



**CITY OF SURPRISE**  
**Arts & Cultural Advisory Commission**  
**16089 N. Bullard Ave**  
**Surprise, AZ 85374**  
 Wednesday, April 1, 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 | Consideration and action pertaining to the February 4, 2026 Arts & Cultural Advisory Commission meeting minutes.               | Sports, Entertainment, and Culture |
| 2. | Citywide | Presentation and discussion pertaining to the Surprise Arts volunteer program.   | Sports, Entertainment, and Culture |
| 3. | Citywide | Discussion and presentation pertaining to SACAC Advocacy Opportunities   | Sports, Entertainment, and Culture |
| 4. | Citywide | Discussion and action pertaining to the approval of the Fiscal Year 2027 Arts & Cultural Advisory Commission meeting calendar. | Sports, Entertainment, and Culture |

**REGULAR AGENDA ITEM - PUBLIC HEARING:**

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

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KRISTI PASSARELLI, CITY CLERK

**POSTED: Friday, March 20th, 2026 @ 10:30 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 CLERK@SURPRISEAZ.GOV, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.**



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

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Council Meeting Date: April 1, 2026                      Contact Person:  
Submitting Department: Sports, Entertainment, and District: Citywide  
Culture  
Staff Recommendations:

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

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**Agenda Wording:**

Consideration and action pertaining to the February 4, 2026 Arts & Cultural Advisory Commission meeting minutes.

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**Motion:**

I move to approve the February 4, 2026 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:**

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. 020426\_SACAC Meeting Minutes
-

**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**  
**16089 N. Bullard Avenue**  
**Surprise, Arizona 85374**  
Wednesday, February 4, 2026 @ 6:30 PM  
Surprise Regional Library Programming Room  
**Meeting Minutes - DRAFT**

A. Call to Order

B. Roll Call

Chair Crystal Kupper, Vice-Chair Dr. Charlotte Pullins, Hassan Rasul, Katherine Dunphy, Susan deJong.

Absent: Steve Walgren, Margaret Lieu

Staff: Julie Akerly – Arts & Culture Manager, Danica Marlin – Art in Public Places Coordinator

C. Pledge of Allegiance

D. Staff Reports

Ms. Akerly, Arts & Culture Manager, and Ms. Marlin, Art in Public Places Coordinator, reported on the following items:

- The first annual Roots of Creation: Art and Nature Festival occurred January 24, 2026.
- Traffic Cabinet Reception for the Cactus Rd series has a reception and celebration February 5, 2026.
- Confluencia construction is underway with work through May.
- Maintenance and restoration work is underway with work ongoing through March.
- Shows are coming to the Vista in Spring/Summer 2026.

E. Arts and Cultural Advisory Commission Agenda

- Minutes
- Veteran-focused arts programming

**CALL TO THE PUBLIC:**

None

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

1. Consideration and action pertaining to the January 7th, 2026 Arts & Cultural Advisory Commission meeting minutes.

- Commissioner Rasul moved to approve the January 7th, 2026 Arts & Cultural Advisory Commission meeting minutes. Commissioner deJong 2<sup>nd</sup>. 5 Yes votes. 2 Abstained. 0 No votes. Motion carried.

2. Discussion pertaining to current arts programming in Surprise that support veterans and future support and advocacy thereof.

- Ms. Akerly led a discussion with the commissioners and representatives from each of these organizations: West Valley Arts Council, WHAM Art Center, and Silent Survivors Project including the following details regarding veterans' arts programs.
  - Goals for the discussion included:
    - Map the Current Ecosystem
    - Identify Surface Barriers
      - Identified barriers:
        - Communication
        - Timing issue
        - Location of communication
        - Transportation Access
        - Accommodations
        - Transfer of Station
    - Identify Advocacy/Support Actions:
      - Consistency in communication
      - Locating Funding
      - Opportunity for Collaborative Events
    - Discussion Included:
      - Why the Arts?
      - Organization Introductions
      - Understanding the Landscape
      - Program Design that Works for Veterans
      - Partnerships & Places
      - Measuring Impact
      - Funding, Advocacy and Sustainability

F. Other Business and Future Agenda Items

- Next meeting will take place on March 4<sup>th</sup>, 2026.
- Next commissioner outing will be Founders Day on March 28, 2026.
- Commissioner Retreat to be scheduled for Late Spring/Early Summer 2026.

G. Current Events and Reports

- Commissioner deJong reports on attending Roots of Creation Festival, the Symphony, and the MLK Reception remotely.
- Commissioner Kupper, Dr. Pullins, Commissioner Rasul, Commissioner Dunphy all report having attended the MLK Reception.

**ADJOURNMENT:**

Motion to adjourn at 7:49 p.m. – Commissioner deJong motioned. Dr. Pullins 2<sup>nd</sup>. 5 Yes votes. 2 abstained. 0 No votes. Motion Carried.

\_\_\_\_\_  
Crystal Kupper, Chair

**ATTEST:**

\_\_\_\_\_  
Danica Marlin, Art in Public Places Coordinator

**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 December 3, 2025.

\_\_\_\_\_  
Julie Akerly, Arts & Culture Manager



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

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Council Meeting Date: April 1, 2026                      Contact Person:  
Submitting Department: Sports, Entertainment, and District: Citywide  
Culture  
Staff Recommendations:

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

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**Agenda Wording:**

Presentation and discussion pertaining to the Surprise Arts volunteer program.

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**Motion:**

None.

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**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. This item is a presentation and overview of the volunteer program.

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**Objective Analysis:**

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

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**Policy Compliant:**

This item is policy compliant.

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**Financial Impact:**

None.

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**Budget Impact:**

None.

**FTE Impact:**

None.

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**ATTACHMENTS:**

1. VOLUNTEER INFO
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# 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.

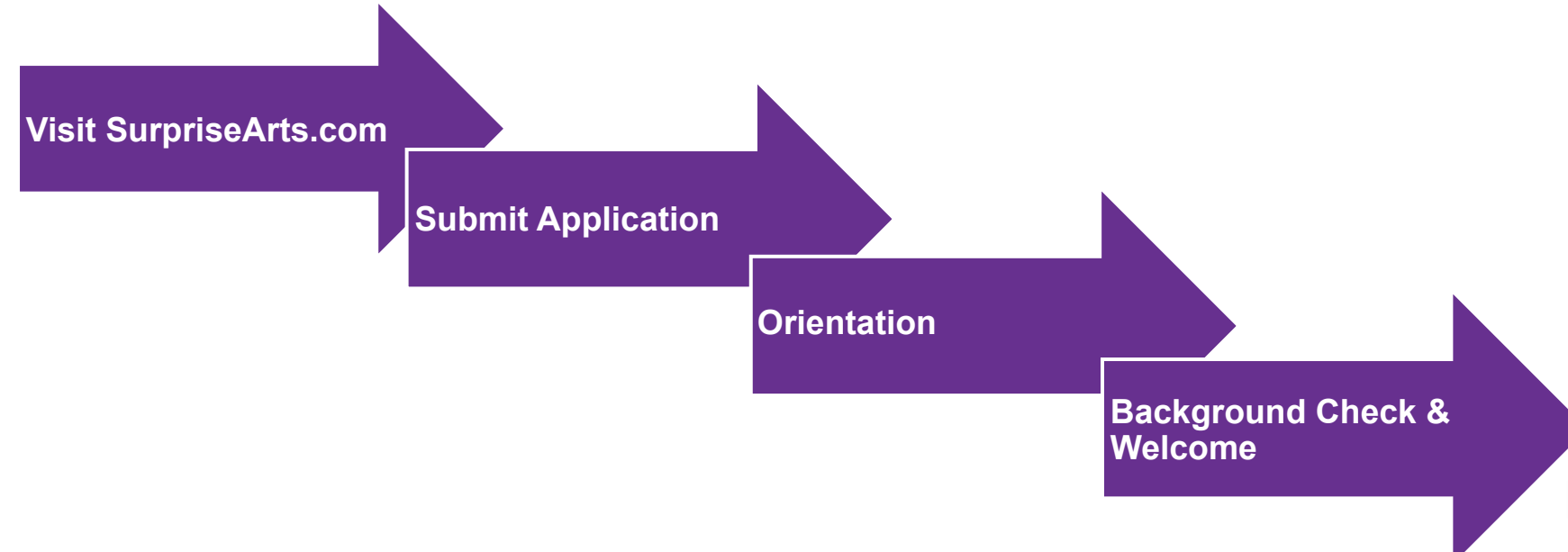
## **Recognition & Appreciation**

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](http://www.surprisearts.com/volunteerorientation)**

**Questions?**



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Submitting Department: Sports, Entertainment, and District: Citywide  
Culture  
Staff Recommendations: None

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

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**Agenda Wording:**

Discussion and presentation pertaining to SACAC Advocacy Opportunities

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**Motion:**

None.

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**Background:**

The purpose of the Surprise Arts & Cultural Advisory Commission (SACAC) is to encourage arts and cultural growth through education and advocacy, and promote the development of related opportunities and resources, as well as the creative, social, and community benefits they provide. With the launch of Surprise Arts, the City has new opportunities for Commissioners to advocate and engage with community members.

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**Objective Analysis:**

Commissioners will discuss ideas and opportunities for advocacy and engagement pertaining to Surprise Arts programs, and will identify achievable next steps to implement during the soft launch of Surprise Arts.

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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. SACAC Advocacy Opportunities

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# SACAC Advocacy Opportunities

Ideas for sharing Surprise Arts with community

# Building Connections

- **Be a Surprise Arts Ambassador**

**Do:** Mention events at functions & invite 3–5 people personally.

**Role:** Community connector.

**Pitch:** “Surprise has amazing arts events — I’d love for you to join us.”

- **Share on Social Media**

**Do:** Repost City arts content & event flyers.

**Role:** Expand awareness.

**Post Idea:** “Proud to support Surprise Arts! Join us on [date].”

- **Connect with Local Businesses**

**Do:** Introduce sponsorship opportunities.

**Role:** Relationship builder.

**Pitch:** “Support the arts while increasing your business visibility.”

- **Present to Community Groups**

**Do:** Give a 3–5, minute overview at HOAs, Rotary, Chamber, etc.

**Role:** Commission representative.

**Pitch:** “Arts bring energy and economic vitality to Surprise.”

Or at any point you can connect them with a staff member for further engagement.

# Event Shares & Engagement

- **Engage at Events**

**Do:** Greet attendees & share upcoming events.

**Role:** Welcoming advocate.

**Pitch:** “Thank you for supporting the arts — we hope to see you again!”

- **Forward the Monthly Arts Newsletter**

**Do:** Email or text the City arts newsletter to 5 contacts.

**Role:** Information sharer.

**Simple Message:** “Thought you might enjoy seeing what’s coming up with Surprise Arts!”

- **Bring a Guest to One Event Per Year**

**Do:** Personally invite one new person to attend an event with you.

**Role:** Event champion.

**Simple Invite:** “I’m attending this local arts event — would you like to join me?”

- **Display a Flyer**

**Do:** Post an event flyer at your workplace, HOA board, church, or local business (with permission).

**Role:** Visibility supporter.

**Simple Ask:** “Would you be willing to display this flyer to help support local arts?”

Or at any point you can connect them with a staff member for further engagement.

**Questions?**



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---

Council Meeting Date: April 1, 2026                      Contact Person:  
Submitting Department: Sports, Entertainment, and District: Citywide  
Culture  
Staff Recommendations: None

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

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**Agenda Wording:**

Discussion and action pertaining to the approval of the Fiscal Year 2027 Arts & Cultural Advisory Commission meeting calendar.

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**Motion:**

I move to approve the FY2027 Arts & Cultural Advisory Commission Meeting calendar.

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**Background:**

Per Surprise Municipal Code Sec. 2-295(12)(c): "Each body must establish an annual schedule for regular meetings designating the time, date and location for such regular meetings." This item has been placed on the agenda to allow the Arts & Cultural Advisory Commission an opportunity to review and approve the FY2026 meeting calendar.

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**Objective Analysis:**

Review FY27 calendar and determine meeting schedule for FY27.

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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. FY27 SACAC Meeting Calendar
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**Arts & Cultural Advisory Commission Meetings – Fiscal Year 2027**

All meetings take place at **6:00 p.m.** in the Regional Library Conference Room,  
unless otherwise noticed on the meeting agenda

<b>Meeting Dates:</b>	<b>Reason for Reschedule:</b>
July Meeting Cancelled	July Recess
Wednesday, August 5, 2026	
Wednesday, September 2, 2026	
Wednesday, October 7, 2026	
Wednesday, November 4, 2026	
Wednesday, December 2, 2026	
Wednesday, January 6, 2027	
Wednesday, February 3, 2027	
Wednesday, March 3, 2027	
Wednesday, April 7, 2027	
Wednesday, May 5, 2027	
Wednesday, June 2, 2027	