

Memorandum



CITY OF DALLAS

DATE December 5, 2023

TO Honorable Members of the Quality of Life, Arts & Culture Committee

SUBJECT **Office of Arts and Culture Agenda Item #23-3044 on December 13, 2023: Kitchen Dog Theater, Cultural Facilities Program Loan Agreement**

On December 13, 2023, City Council will consider an item authorizing the City Manager to execute a contract for the disbursement of allocated Capital Construction Funds to Kitchen Dog Theater Company to be used for renovations to a newly purchased building through the Cultural Facilities Program.

The Cultural Facilities Program (CFP) was established on April 12, 2017 to provide funding for long-term improvement, renovation or major repairs of cultural facilities owned and operated by not-for-profit cultural organizations with annual operating budgets of less than \$5 million. The Office of Arts and Culture accepted proposals from cultural organizations which were reviewed and scored by an advisory panel composed of a diverse group of artists, representatives from cultural institutions and organizations, and representatives from the community. The panel scored each proposal on the following categories: Scope/Feasibility of Work, Capacity: Project Budget and Matching Funds, Community Impact, and Organizational Impact. On August 16, 2018, the Arts and Culture Advisory Commission recommended that Kitchen Dog Theater Company receive funds in an amount not to exceed \$112,998.50 through the CFP to renovate a newly purchased building which will include a mainstage flexible black-box theater, a rehearsal hall and small performance space, scene shop, dressing rooms, green room, flexible lobby space big enough for entertaining, administrative offices, and parking.

Organizations that receive funding through the CFP must complete all construction no later than one year from the execution date of the loan agreement for the funding. Kitchen Dog Theater is now able to begin construction and is prepared to accept the funding that was previously allocated to it under the CFP in 2018. The CFP is no longer an active program, and the disbursement of these funds will not reconstitute the program.

If you have questions, please feel free to contact Martine Philippe, Director of the Office of Arts and Culture.

A handwritten signature in black ink, appearing to read 'M. Cedillo-Pereira'.

Mary Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors