



RECEIVED

**ARTS AND CULTURE ADVISORY COMMISSION
MEETING AGENDA**

2019 SEP 13 PM 12:05

CITY SECRETARY
DALLAS, TEXAS

Thursday, September 19, 2019
4:30 p.m.
Dallas City Hall
Park Board Room
1500 Marilla Street, 6FN
Dallas, Texas 75201

Call to Order

Public Speakers (*see note below*)

VOTING AGENDA ITEMS

1. Approval of minutes of the August 15, 2019, Arts and Culture Advisory Commission meeting

COMMENDATIONS

2. Authorize the Chair of the Arts and Culture Advisory Commission to transmit a letter of appreciation on behalf of the Commission to Park and Recreation Director Willis Winters upon his retirement, thanking him for his long-standing support of arts and culture in the City of Dallas, and wishing him success and happiness in his future endeavors
3. A resolution commending Chairman John Paul Batiste for his many years of public service, and for his tireless and dedicated efforts to the arts and culture for all residents of the city of Dallas

PUBLIC ART COMMITTEE

4. Recommendation in support of **(1)** the acceptance of a donated sculpture of Adelfa Callejo, valued at \$100,000.00, from the Callejo-Botello Foundation to be installed at Love Field Airport, located at 8008 Herb Kelleher Way, and **(2)** the receipt of and deposit of funds from the Callejo-Botello Foundation in an amount not to exceed \$10,000.00 for maintenance and conservation of the sculpture
5. Consideration of appointments to the Public Art Committee (List of nominees is available on the Agenda Information Sheet)

OTHER – PREVIOUSLY BRIEFED TO COMMISSION

6. Recommendation in support of resident company agreements at the Latino Cultural Center with Cara Mia Theatre Company and Teatro Dallas, subject to the major deal points briefed to the Arts and Culture Advisory Commission

BRIEFINGS

- A. Goldmark Cultural Center Spotlight
- B. Latino Cultural Center: Phase II Update and Briefing on Proposed Key Terms for Resident Company Agreements with Cara Mia Theatre Co. and Teatro Dallas
- C. Budget Update: OCA General Fund
- D. ArtsActivate 2020 Round 1 Update

Adjournment

NOTE: The Arts and Culture Advisory Commission welcomes public speakers who wish to comment on matters related to agenda items or other matters concerning the Commission. Public speakers must register with the Office of Cultural Affairs by 12 p.m. (noon), Thursday, September 19. Register online at DallasCulture.org/publicspeakers, or call (214) 670-3687 extension 4. Speakers generally have a maximum of 3 minutes to speak, but the allotted speaking time may be limited if there is a large number of registered speakers.

Upcoming Meetings and Events

- October 1, 2019 – Public Art Committee Meeting
- October 8, 2019 – Allocations Committee Meeting
- October 17, 2019 – Arts and Culture Advisory Commission Meeting
- November 20, 2019 – Dallas Cultural Plan – Year One Review and Look Forward
- November 21, 2019 – Art and Culture Advisory Commission Meeting

EXECUTIVE SESSION NOTICE

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

“HANDGUN PROHIBITION NOTICE FOR MEETING OF GOVERNMENT ENTITIES”

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

AGENDA DATE: September 19, 2019
COUNCIL DISTRICT(S): N/A
SERVICE: Arts and Culture Advisory Commission
STAFF CONTACT: Cliff Gillespie, 214-670-3996

SUBJECT

Approval of minutes of the August 15, 2019 Arts and Culture Advisory Commission meeting

BACKGROUND

This action is to approve the minutes of the August 15, 2019 Arts and Culture Advisory Commission meeting.

PRIOR ACTION/REVIEW

This item has no prior action.

FISCAL INFORMATION

This item has no cost consideration to the City.



City of Dallas

**ARTS AND CULTURE ADVISORY COMMISSION
MEETING MINUTES**

Thursday, August 15, 2019

4:30 p.m.

Dallas City Hall, Park Board Room

1500 Marilla Street, 6FN

Dallas, Texas 75201

PRESENT: [15]

John P Batiste (Chair), Phillip E Collins (Vice Chair), Meghann Bridgeman, Linda Blase, Ella Goode Johnson, Albert Gonzalez, James White, Jayne Suhler, Jo Trizila, Leland Burk, Angela Faz, Daphna Yoffe, Grady McGahan, Jesse Hornbuckle, Cannon Flowers

ABSENT: [2]

Yolanda Alameda, Jesse Smith

CITY STAFF PRESENT:

Jennifer Scripps, Glenn Ayars, Barbara Bernier, Benjamin Espino, Anne Marie Gan, Clifton Gillespie, Rhonda Ivery, Kay Kallos, Adriana Portillo, Rafael Tamayo

I. Call To Order

A quorum of the commission being present, the Chair called the meeting to order at 4:31 p.m.

II. Public Speakers

The commission provides "open microphone" opportunities for the following individuals to comment on matters that were not scheduled on the commission voting agenda or to present concerns or address issues that were not matters for consideration listed on the posted meeting agenda:

SPEAKER: Kijana Martin

SUBJECT: South Dallas Cultural Center Summer Program

SPEAKER: John Fullinwider

SUBJECT: South Dallas Cultural Center Summer Program

**ARTS AND CULTURE ADVISORY COMMISSION
MEETING MINUTES – August 15, 2019**

SPEAKER: LaNeka Davis
SUBJECT: South Dallas Cultural Center Summer Program

SPEAKER: Lucy Houston
SUBJECT: South Dallas Cultural Center Summer Program

III. Voting Agenda Items

1. Approval of minutes of the June 20, 2019, Arts and Culture Advisory Commission meeting [APPROVED]

Mr. Burk moved to adopt the item. Motion seconded by Ms. Suhler and unanimously adopted.

2. Recommendation in support of acceptance of a donation of artwork from Brad Oldham International, Inc. (artists Christy Coltrin and Brad Oldham) to be placed in Exall Park, 1355 Adair Street [APPROVED]

Mr. Collins moved to adopt the item. Motion seconded by Mr. McGahan. Following discussion, the item was unanimously adopted.

3. Recommendation in support of FY 2019-20 Cultural Organizations Program (COP) funding allocations (list attached) – Not to exceed \$4,921,005.00 – Financing: General Funds and OCA Hotel Occupancy Tax (HOT) Funds (subject to appropriations) [APPROVED]

Ms. Johnson moved to adopt the item. Motion seconded by Ms. Suhler. Following discussion, the item was unanimously adopted.

IV. Briefings

- A. African Muzik Magazine Awards and Music Festival (AFRIMMA 2019) Spotlight

Nnamdi M. Anozie briefed the Commission on this item.

- B. Oak Cliff Cultural Center Spotlight

Rafael Tamayo briefed the Commission on this item.

- C. Budget Update: OCA General Fund

Clifton Gillespie briefed the Commission on this item.

**ARTS AND CULTURE ADVISORY COMMISSION
MEETING MINUTES – August 15, 2019**

D. Moody Fund for the Arts Update

Chris Heinbaugh briefed the Commission on this item.

E. Latino Cultural Center: Phase II Update and Briefing on Proposed Key Terms for Resident Company Agreements with Cara Mia Theatre Co. and Teatro Dallas

Benjamin Espino briefed the Commission on this item.

V. **Adjournment**

After all business properly brought before the commission had been considered, the commission adjourned at 6:39 p.m.

John Paul Batiste, Chair

ATTEST:

Clifton Gillespie, Office of Cultural Affairs

Date Approved

AGENDA DATE: September 19, 2019
COUNCIL DISTRICT(S): N/A
SERVICE: Arts and Culture Advisory Commission
STAFF CONTACT: Cliff Gillespie, 214-670-3996

SUBJECT

Authorize the Chair of the Arts and Culture Advisory Commission to transmit a letter of appreciation on behalf of the Commission to Park and Recreation Director Willis Winters upon his retirement, thanking him for his long-standing support of arts and culture in the City of Dallas, and wishing him success and happiness in his future endeavors

BACKGROUND

At the August 15, 2019 meeting of the Arts and Culture Advisory Commission, members expressed that the Chairman should send a letter of appreciation on behalf of the Commission to Park and Recreation Director Willis Winters on the occasion of his retirement from the City of Dallas. This action formalizes that request, authorizing the Chairman to transmit a letter of appreciation to Mr. Winters on behalf of the Commission.

PRIOR ACTION/REVIEW

This item has no prior action.

FISCAL INFORMATION

This item has no cost consideration to the City.

AGENDA DATE: September 19, 2019
COUNCIL DISTRICT(S): N/A
SERVICE: Arts and Culture Advisory Commission
STAFF CONTACT: Cliff Gillespie, 214-670-3996

SUBJECT

A resolution commending Chairman John Paul Batiste for his many years of public service, and for his tireless and dedicated efforts to the arts and culture for all residents of the city of Dallas

BACKGROUND

Information about this item will be provided to the Commission on September 19, 2019.

PRIOR ACTION/REVIEW

This item has no prior action.

FISCAL INFORMATION

This item has no cost consideration to the City.

WHEREAS, John Paul Batiste is a long-time resident of the city of Dallas, an artist, poet, arts administrator, statesman, and citizen; and

WHEREAS, Mr. Batiste began service to the City of Dallas in 1977 in the City Arts Program within the Park and Recreation Department, as a program manager overseeing the artist-in-residence program, an early precursor to the Community Artist Program, and later as an assistant director and acting director of the City Arts Program; and

WHEREAS, Mr. Batiste later served the people of Texas at the Texas Commission on the Arts beginning in the 1970s, first as a touring performing artist and poet in the Artists in Schools program of the National Endowment for the Arts and United States Office of Education, and as an assistant coordinator of the Artists in Schools program; and

WHEREAS, Mr. Batiste was appointed Executive Director of the Texas Commission on the Arts in 1988, leading the agency for fourteen years, into the new millennium, creating the first Cultural Endowment for a State Arts Agency in the nation, leading the creation of the State of the Arts license plate and the development of the Texas Cultural Trust, and setting the tone for support of the arts for Texans for a generation; and

WHEREAS, upon leaving the Texas Commission on the Arts in 2002, Mr. Batiste founded AVOI, a full-service consulting firm specializing in creative leadership, civic arts advocacy and diversity consulting; and

WHEREAS, on February 8, 2012, Mr. Batiste was appointed to the Arts and Culture Advisory Commission of the City of Dallas, formerly known as the Cultural Affairs Commission, by District 4 Council Member Caraway; and

WHEREAS, Commissioner Batiste was appointed as chairman of the Arts and Culture Advisory Commission on February 15, 2012, by Mayor Michael S. Rawlings; and

WHEREAS, under the leadership of Chairman Batiste, the Arts and Culture Advisory Commission has recommended nearly \$40 million in funding for Dallas cultural organizations and artists; and

WHEREAS, during his chairmanship, the Arts and Culture Advisory Commission has played a critical role in numerous milestones for the Office of Cultural Affairs and entire arts ecosystem of Dallas, including: guiding the City's cultural support through recovery from the Great Recession of 2008, opening of the Dallas City Performance Hall (now Moody Performance Hall) in 2012, introduction of support through Hotel Occupancy Tax, initiating the Moody Fund for the Arts, providing leadership through the development and implementation of the Dallas Cultural Plan 2018, and modernizing management of City-owned cultural institutions including the Morton H. Meyerson Symphony Center and Kalita Humphreys Theater; and

WHEREAS, implementation of the many policies and practices recommended by Chairman Batiste and the Arts and Culture Advisory Commission set the City of Dallas as a high benchmark by which others are measured, ahead of many other local arts agencies; and

WHEREAS, Mr. Batiste has been associated with other prestigious organizations, and has served on numerous other boards, including the National Assembly of State Arts Agencies, Mid-America Arts Alliance, Americans for the Arts, The Arts Community Alliance (TACA), The Association Of American Cultures, The Young Art Institute In Education, the Estevanico Society, and as an advisory board member of the University of Texas Performing Arts Center Black Arts Committee and the Community Development Corporation Arts Resource Initiative; and has served on numerous panels as an assessment and evaluation consultant for the National Endowment for the Arts; and

WHEREAS, his numerous awards include the Rising Star Award from the Texas Art Education Association, the Gary Young Award for outstanding leadership and innovation from the National Assembly of State Arts Agencies, and the Rosewood Award for National Merit in the Arts from the Dallas Children's Theater; and

WHEREAS, John Paul is a dynamo of intellectual prowess with a mastery of political astuteness and institutional knowledge that has made his expertise essential to those he served, gaining their trust and respect, always accessible and cordial; and

WHEREAS, John Paul is also a man of kindness and tender spirit who finds great joy in the shared experiences of life and art, with his family, friends and colleagues.

NOW, THEREFORE,

BE IT RESOLVED that the Arts and Culture Advisory Commission of the City of Dallas does hereby commend and express sincere gratitude to Chairman John Paul Batiste for his many years of public service, and for his tireless and dedicated efforts to arts and culture for all residents of the city of Dallas.

APPROVED BY THE ARTS AND CULTURE ADVISORY COMMISSION:

Director of Cultural Affairs

Date

Commission Coordinator

Date

AGENDA DATE: September 19, 2019
COUNCIL DISTRICT(S): 2
SERVICE: Public Art
STAFF CONTACT: Kay Kallos, 214-670-3281

SUBJECT

Recommendation in support of **(1)** the acceptance of a donated sculpture of Adelfa Callejo, valued at \$100,000.00, from the Callejo-Botello Foundation to be installed at Love Field Airport, located at 8008 Herb Kelleher Way and **(2)** the receipt of and deposit of funds from the Callejo-Botello Foundation in an amount not to exceed \$10,000.00 for maintenance and conservation of the sculpture

BACKGROUND

Adelfa Callejo was the first Latina to graduate from Southern Methodist University School of Law in 1961, the first Latina to practice law in Dallas, and one of the first Latinas nationwide to receive a law degree. Callejo has gone on to represent the disadvantaged as an acclaimed civil rights lawyer. Among her numerous accomplishments, she served as regional president of the Hispanic National Bar Association, director of the State Bar of Texas, and founder and past president of the Mexican-American Bar Association of Texas.

The sculpture of Adelfa Callejo will be installed at Dallas Love Field in a highly visible location. The appraised value of the donation is \$100,000.00. In accordance with the City of Dallas Cultural Policy Section 7(g)(iii), the donor is also providing a \$10,000.00 donation for future conservation and maintenance costs.



PRIOR ACTION/REVIEW

This item was recommended by the Public Art Committee on September 10, 2019.

FISCAL INFORMATION

Office of Cultural Affairs Gifts and Donations Funds - \$10,000.00 (Revenue)

AGENDA DATE: September 19, 2019
COUNCIL DISTRICT(S): N/A
SERVICE: Public Art Program
STAFF CONTACT: Kay Kallos, 214-670-3281

SUBJECT

Consideration of appointments to the Public Art Committee

NOMINEES

For terms ending September 30, 2020
Michael Savoie, artist

For terms ending September 30, 2021
Evita Tezeno, artist

BACKGROUND

Dallas City Code Chapter 2, Article X, provides for a Public Art Committee appointed to oversee quality control of the public art program and projects and to report to and recommend to the Arts and Culture Advisory Commission the scope of projects, artworks, and artists for the public art program. The Committee is composed of the three at-large members of the Arts and Culture Advisory Commission and eight members who are professionally qualified residents appointed by the Arts and Culture Advisory Commission.

In accordance with the Arts and Culture Advisory Commission Rules of Procedure Section 6(B), the nominees to the Public Art Committee have been verified by City staff to be eligible under the requirements listed therein, and proposed appointment terms are assigned to achieve a staggered rotation, spread as evenly as possible.

PRIOR ACTION/REVIEW

This item has no prior action.

FISCAL INFORMATION

This item has no cost consideration to the City.

AGENDA DATE: September 19, 2019
COUNCIL DISTRICT(S): N/A
SERVICE: Arts and Culture Advisory Commission
STAFF CONTACT: Benjamin Espino, 214-671-0050

SUBJECT

Recommendation in support of resident company agreements at the Latino Cultural Center with Cara Mia Theatre Company and Teatro Dallas, subject to the major deal points briefed to the Arts and Culture Advisory Commission

BACKGROUND

The action provides for the Commission's support of resident company agreements at the Latino Cultural Center with Cara Mia Theatre Company and Teatro Dallas. The proposed deal term sheet is attached.

Following approval of this recommendation, the City Attorney's Office will prepare a formal contract memorializing the proposed agreement. It is anticipated that this item will be briefed to the City Council committee with jurisdiction over arts and culture prior to formal action authorizing the city manager to sign the contract.

PRIOR ACTION/REVIEW

This item was briefed to the Arts and Culture Advisory Commission on August 15, 2019.

FISCAL INFORMATION

This item has no cost consideration to the City.

Office of Cultural Affairs

CMTC/LCC FINAL DRAFT

MEMORANDUM

DATE: TBD
TO: Arts and Culture Advisory Commission
CC:
FROM: Director of the Office of Cultural Affairs
RE: Letter of Intent for Resident Company User Agreement between the Latino Cultural Center and Cara Mía Theatre Company

This Letter of Intent sets forth the creation of a 5-year user agreement (with four 5-year options) between the City of Dallas (the “City”) and Cara Mía Theatre Co. (CMTC) for the creation of a resident theater company status for Cara Mía Theatre Co. (CMTC).

#1: Creation of a 5-year resident company status (with four 5-year options)

A. Overview:

As further detailed below, the Office of Cultural Affairs recommends formalizing a resident company status for CMTC based on the terms listed below.

B. Recommendations:

TERM	RECOMMENDATION
1. Term	The term of the resident company status will be a 5-year user agreement (with four 5-year options) beginning on October 1, 2021 and ending on September 30, 2026 (with the four options ending on September 30, 2046). CMTC, in tandem with Teatro Dallas (TD), will be referred to as a resident theater company at the Latino Cultural Center multi-form theater space and Dairy Oak Farms Performance Hall.
2. Background and case for five-year resident company status with four 5-year options	Founded in 1996, CMTC has produced at the Latino Cultural Center since the building’s opening in 2003 and has grown to become the largest Latinx theater company in Texas and the four surrounding states. In accordance with the 2018 Dallas Cultural Policy addressing several strategies from the priorities of Space, Support for Artists, Equity and Diversity, 5-year user agreement (with four 5-year options) will establish CMTC, in tandem with Teatro Dallas (TD), as the first Latinx theater companies in Dallas to become resident theater companies at a city arts facility. The Latino Cultural Center will also become the only municipal arts center in the United States to boast of two professional resident Latinx theater

	<p>companies, setting a new standard for equitable representation for Latinx theater in the nation.</p> <p>Moreover, resident company status at the Latino Cultural Center will set CMTC on a path to become one of the top five largest Latinx theatre companies in the United States, located in the city of Dallas. Already, CMTC's stature garners attention from national playwrights and arts organizations seeking to partner with the homegrown Dallas Latinx theater company.</p> <p>According to OCA's internal data, arts organizations in Dallas struggle to reach Latinx communities in comparison to the racial demographic's percentage of the Dallas population. CMTC and TD serve the Latinx community in high percentages and high audience numbers. CMTC serves residents in more than 200 zip codes across the City of Dallas, Dallas County and North Texas. Providing resident company status to CMTC and TD will serve as a catalyst to developing more Latinos in the City of Dallas into cultural participants.</p>
<p>3. Allotment of dates and Access</p>	<p>CMTC and TD will have first choice of dates for productions on the Latino Cultural Center calendar prior to any other user group. CMTC and TD will have an allotment of 16 weeks for a total of 4 productions per fiscal year in the multi-form theater space and the Oak Farms Dairy Performance Hall with at least 4 weeks in each space. CMTC will have the flexibility to increase up to 20 weeks for up to two consecutive fiscal years for the duration of the agreement or may decrease to 12 weeks for a maximum of two consecutive years for the duration of the agreement.</p> <p>As resident companies, CMTC and TD will work together to determine fair distribution of their allotted dates. In the event of a dispute, the Latino Cultural Center Manager will work with both companies together for a resolution. Both TD and CMTC acknowledge the Tier system of other LCC core groups and Latinx users for general purpose rentals.</p> <p>CMTC and TD will have access to the Latino Cultural Center theaters in accordance with industry standards for professional theater.</p>
<p>4. Rent</p>	<p>Rent will be as follows: \$500 weekly for FY 21-22; \$750 weekly for FY 22-23; \$1,000 weekly for FY 23-24; \$1,250 weekly for FY 24-25; and \$1,500 weekly for FY 25-26. Before the close of FY 25-26, OCA will revisit the rental rates for both the Oak Farms Dairy Performance Hall and the new multi-form theater space and would seek input and approval from all parties (CMTC and TD) to make changes and/or increase the rent.</p> <p>At the end of the first 5 years and each subsequent 5-year option, the Latino Cultural Center may increase the weekly sum by no more than 2.5% and must provide a 12-month notice if rent is to increase.</p> <p>A facility fee from all LCC rentals to be dedicated towards a maintenance and/or capital improvements fund will be explored during year four of the first 5-year user agreement.</p>

<p>5. Service to ALAANA communities</p>	<p>The City of Dallas 2018 Cultural Policy places emphasis on priorities of Space, Support for artists, Equity, and Diversity with the understanding that the city of Dallas arts and cultural ecosystem benefits from the success and impact of historically under-represented and marginalized, small and mid-size theater groups, and individuals, including artists, and organizations from ALAANA (African, Latinx, Arab, Asian, and Native American). As an ALAANA organization, CMTC's resident company status fulfills the Latino Cultural Center's mission to serve as a multidisciplinary arts center and regional catalyst for the preservation, development and promotion of Latino and Hispanic Arts and Culture. As a resident company, the Latino Cultural Center will support CMTC's full seasons and professional schedules for all rehearsals, technical rehearsals and performances for each production, according to industry standards. As Latinos become the largest demographic in the City of Dallas by 2020 (exceeding over 50% of the city's population), CMTC provides critical cultural experiences about, for and by the largest ethnic population in the city. A resident theater company status for CMTC becomes especially important for the development of the pipeline of Latinx audience members, artists, administrators, technicians, designers, board members, donors, and volunteers among the ecosystem of arts participants within the city of Dallas and the region.</p> <p>CMTC will annually provide opportunities for underserved youth and adults throughout Dallas which include artistic, administrative and technical professional development as part of its commitment to Education and Workforce Development. Currently, CMTC provides the following:</p> <ul style="list-style-type: none"> • CMTC employs 129 staff and independent contractors (65% ALAANA) • Serves over 17,000 youth • The School of YES, a four-week, intensive summer camp at the Oak Cliff Cultural Center for children and youth, ages 7-19, to study theater, dance, music, choir and visual arts • Each year, 10 paid high school student leaders are hired to mentor children ages 7-14, study leadership and learn professional film and photography for the annual School of YES! summer camp • Over 50 educational bilingual touring plays in schools, libraries and community centers in which 2 to 4 CMTC artists perform to 50 to 300 students at a time • Over 100 classes in schools, libraries and community centers in which 1 to 2 CMTC teaching artists work with classrooms of 15-75 children • In partnership with private and public schools, CMTC hosts over 200 students, 4 to 8 times per year for student matinee productions at the Latino Cultural Center <p>As a resident theater company of the Latino Cultural Center, CMTC will provide 12 to 20 weeks of cultural services at the Latino Cultural Center per fiscal year in either the multi-form theater space or the Oak Farms Dairy Performance Hall.</p> <p>CMTC will continue to develop or present new works/commissions, and annually provide professional training for local ALAANA artists in a variety of areas related</p>
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	<p>to the performing arts, such as acting, directing, stagecraft, playwrighting and arts administration during the term of this agreement.</p> <p>Resident Company status will serve as a platform for enabling CMTC to continue to launch local, regional and national tours in educational, community and professional settings, serving as a bridge to intergenerational, multilingual and multi-ethnic communities. CMTC will present 10 free community-based events each year in Dallas, both at the Latino Cultural Center and throughout various zip codes, developing new audiences, complimenting mainstage productions and increasing accessibility and visibility of the Latino Cultural Center and its programming. This series can be branded as “Latino Cultural Center in the City”.</p> <p>CMTC will also provide free tickets to schools for 3 evening performances each year, branded as “Youth Nights at the Latino Cultural Center”.</p>
<p>6. Contribution to capital campaign for multiform theater space</p>	<p>As part of the resident company agreement, CMTC and TD will work with OCA Leadership on a consolidated capital campaign to raise \$500,000 by March 31, 2021. CMTC and TD have been pivotal members of the LCC Phase II Architectural Advisory Committee and as key stakeholders will continue to provide meaningful input regarding the multi-form theater space through design development through design development and up to the ground-breaking of for the addition.</p> <p>Funds from the capital campaign raised in excess of the above stated goal will remain in a reserve fund established for capital purchases and maintenance of the LCC theater spaces (multi-form and performance hall). Any expenditure from this fund will require the written authorization of TD, CMTC, and OCA Director or her designee.</p> <p>CMTC and TD, working with OCA Leadership and LCC Management, will provide quarterly updates/reports on consolidated capital campaign including funds raised and pledges received.</p> <p>All naming opportunities must comply with City naming policy.</p>
<p>7. Branding, Recognition and Marketing</p>	<p>The outside wall of the Latino Cultural Center multi-form black box will prominently read: Home of Cara Mía Theatre and Teatro Dallas. Prominent signage in the lobby of the multi-form theater space agreed to by all parties will display resident company status of CMTC and TD.</p> <p>CMTC will attribute “resident theater company of the City of Dallas Latino Cultural Center” or similar language on all marketing materials even in partnership at off-site locations.</p> <p>Latino Cultural Center and CMTC will create a collaborative marketing plan each fiscal year to promote each CMTC production and event at the Latino Cultural Center.</p>
<p>8. Accordance of User Agreement</p>	<p>Renewal of 5-year options require CMTC to meet the terms #3, #4, #5, #6, and #7 of this LOI.</p>

9. Force majeure	An organization that books space in a cultural center maintains their reservation, unless there is a state of emergency that requires the City to operate essential city functions, through activation of the Continuity of Operations Plan, in a cultural center.
10. Subleasing	Resident theater companies may not sublet their allotment of weeks during the 5-year resident company agreement and the subsequent 5-year options.
11. Assignment	We will need to ask the City Attorney's Office for clarification on the assignment.
12. Reporting	CMTC will remain in accordance with all existing OCA grant-programs and their stipulations/reporting to ensure resident companies are operating within all City of Dallas codes and regulations.
13. Renewal	We will need to ask the City Attorney's Office for exact language for the four 5-year renewal options.

Office of Cultural Affairs

TD/LCC FINAL DRAFT

MEMORANDUM

DATE: TBD
TO: Arts and Culture Advisory Commission
CC:
FROM: Director of the Office of Cultural Affairs
RE: Letter of Intent for Resident Company User Agreement between the Latino Cultural Center and Teatro Dallas

This Letter of Intent sets forth the creation of a 5-year user agreement (with four 5-year options) between the City of Dallas (the “City”) and Teatro Dallas (TD) for the creation of a resident theater company status for Teatro Dallas (TD).

#1: Creation of a 5-year resident company status (with four 5-year options)

A. Overview:

As further detailed below, the Office of Cultural Affairs recommends formalizing a resident company status for TD based on the terms listed below.

B. Recommendations:

TERM	RECOMMENDATION
1. Term	The term of the resident company status will be a 5-year user agreement (with four 5-year options) beginning on October 1, 2021 and ending on September 30, 2026 (with the four options ending on September 30, 2046). Teatro Dallas, in tandem with Cara Mia Theatre Company (CMTC), will be referred to as a resident theater company at the Latino Cultural Center multi-form theater space and Dairy Oak Farms Performance Hall.
2. Background and case for five-year resident company status with four 5-year options	Founded in 1985, TD is the longest-running Latinx theater company in Dallas and the greater North Texas region and has consistently produced over the last 34 years. TD was instrumental in its role as a community catalyst and organizer with other local performance groups in the advocacy and creation for the initial construction of the Latino Cultural Center. In accordance with the 2018 Dallas Cultural Policy addressing several strategies from the priorities of Space, Support for Artists, Equity and Diversity, a 5-year user agreement (with four 5-year options), will establish TD, in tandem with Cara Mia Theater Co. (CMTC), as the first Latinx theater companies in Dallas to become resident theater companies at a city arts facility. The Latino Cultural Center will also become the first municipal arts center in the United States to boast of two professional resident Latinx theater

	<p>companies, setting a new standard for equitable representation for Latinx theater in the nation.</p> <p>Finally, TD produces bilingual productions on a regular basis, serving as a cultural bridge between generations and creating accessibility to the arts for all Latinos in Dallas.</p>
<p>3. Allotment of dates and Access</p>	<p>TD and CMTC will have first choice of dates for productions on the Latino Cultural Center calendar prior to any other user group. CMTC and TD will have an allotment of 16 weeks for a total of 4 productions per fiscal year in the multi-form theater space and the Oak Farms Dairy Performance Hall with at least 4 weeks in each space. TD will have the flexibility to increase up to 20 weeks for up to two consecutive fiscal years for the duration of the agreement or may decrease to 12 weeks for a maximum of two consecutive years for the duration of the agreement.</p> <p>As resident companies, CMTC and TD will work together to determine fair distribution of their allotted dates. In the event of a dispute, the Latino Cultural Center Manager will work with both companies together for a resolution. Both TD and CMTC acknowledge the Tier system of other LCC core groups and Latinx users for general purpose rentals.</p> <p>TD and CMTC will have access to the Latino Cultural Center theaters in accordance with industry standards for professional theater</p>
<p>4. Rent</p>	<p>Rent will be as follows: \$500 weekly for FY 21-22; \$750 weekly for FY 22-23; \$1,000 weekly for FY 23-24; \$1,250 weekly for FY 24-25; and \$1,500 weekly for FY 25-26. Before the close of FY 25-26, OCA will revisit the rental rates for both the Oak Farms Dairy Performance Hall and the new multi-form theater space and would seek input and approval from all parties (CMTC and TD) to make changes and or increase the rent.</p> <p>At the end of the first 5 years and each subsequent 5-year option, the Latino Cultural Center may increase the weekly sum by no more than 2.5% and must provide a 12-month notice if rent is to increase.</p> <p>A facility fee from all LCC rentals to be dedicated towards a maintenance and/or capital improvements fund will be explored during year four of the first 5-year user agreement.</p>
<p>5. Service to ALAANA communities</p>	<p>The City of Dallas Cultural Policy places emphasis on priorities of Space, Support for artists, Equity, and Diversity with the understanding that the city of Dallas arts and cultural ecosystem benefits from the success and impact of historically under-represented and marginalized, small and mid-size theater groups, and individuals, including artists, and organizations from ALAANA (African, Latinx, Arab, Asian, and Native American). As an ALAANA organization, TD's resident company status fulfills the Latino Cultural Center's mission to serve as a multidisciplinary arts center and regional catalyst for the preservation, development and promotion of Latino and Hispanic Arts and Culture. As a resident company, the Latino Cultural Center will support TD's full seasons and professional schedules for all rehearsals, technical rehearsals and performances</p>

	<p>for each production, according to industry standards. As Latinos become the largest demographic in the City of Dallas by 2020 (exceeding over 50% of the city’s population), TD provides critical cultural experiences about, for and by the largest ethnic population in the city. A resident theater company status for TD becomes especially important for the development of the pipeline of Latinx audience members, artists, administrators, technicians, designers, board members, donors, and volunteers among the ecosystem of arts participants within the city of Dallas and the region.</p> <p>As a resident theater company of the Latino Cultural Center, TD will provide 12 to 20 weeks of cultural services at the Latino Cultural Center per fiscal year in either the multi-form theater space or the Oak Farms Dairy Performance Hall. TD will continue to develop or present new works/commissions, and annually provide professional training for local ALAANA artists in a variety of areas related to the performing arts, such as acting, directing, stagecraft, playwrighting and arts administration during the term of this agreement. TD will also present 10 free community-based events each year, both at the Latino Cultural Center and throughout the city, developing new audiences, complimenting mainstage productions and increasing accessibility and visibility of the Latino Cultural Center and its programming. This series can be branded as “Latino Cultural Center in the City”. TD will also provide free tickets to schools for 3 evening performances each year, branded as “Youth Nights at the Latino Cultural Center”.</p> <p>TD will work with local, regional, national, and international higher education entities to grow Latinx representation in this arena.</p>
<p>6. Contribution to capital campaign for multiform theater space</p>	<p>As part of the resident company agreement, TD and CMTC will work with OCA Leadership on a consolidated capital campaign to raise \$500,000 by March 31, 2021. CMTC and TD have been pivotal members of the LCC Phase II Architectural Advisory Committee and as key stakeholders will continue to provide meaningful input regarding the multi-form theater space through design development and up to the ground-breaking of the addition</p> <p>Funds from the capital campaign raised in excess of the above stated goal will remain in a reserve fund established for capital purchases and maintenance of the LCC theater spaces (multi-form and performance hall). Any expenditure from this fund will require the written authorization of TD, CMTC, and OCA Director or her designee.</p> <p>TD and CMTC, working with OCA Leadership and LCC Management, will provide quarterly updates/reports on consolidated capital campaign including funds raised and pledges received.</p> <p>All naming opportunities must comply with City naming policy.</p>
<p>7. Branding, Recognition and Marketing</p>	<p>The outside wall of the Latino Cultural Center multi-form black box will prominently read: Home of Cara Mía Theatre and Teatro Dallas. Prominent signage in the lobby of the multi-form theater space agreed to by all parties will display resident company status of TD and CMTC.</p>

	<p>TD will attribute “resident theater company of the City of Dallas Latino Cultural Center” or similar language on all marketing materials even in partnership at off-site locations.</p> <p>Latino Cultural Center and TD will create a collaborative marketing plan each fiscal year to promote each TD production and event at the Latino Cultural Center.</p>
8. Accordance of User Agreement	Renewal of 5-year options require TD to meet the terms #3, #4, #5, #6, and #7 of this LOI.
9. Force majeure	An organization that books space in a cultural center maintains their reservation, unless there is a state of emergency that requires the City to operate essential city functions, through activation of the Continuity of Operations Plan, in a cultural center.
10. Subleasing	Resident theater companies may not sublet their allotment of weeks during the 5-year resident company agreement and the subsequent 5-year options.
11. Assignment	We will need to ask the City Attorney’s Office for clarification on the assignment.
12. Reporting	TD will remain in accordance with all existing OCA grant-programs and their stipulations/reporting to ensure resident companies are operating within all City of Dallas codes and regulations.
13. Renewal	We will need to ask the City Attorney’s Office for exact language for the four 5-year renewal options.