





## Interoffice Memorandum

November 29, 2021

TO: Mayor Jerry L. Demings  
-AND-  
County Commissioners

THRU: Carla Bell Johnson, AICP, Assistant County Administrator 

CONTACT: Terry Olson, Administrator  
Arts and Cultural Affairs Office 

SUBJECT: December 14, 2021 – Discussion Agenda Item  
Cultural Tourism Funding for Mad Cow Theatre

On October 7, 2021, the Arts and Cultural Affairs Advisory Council was asked to look into the finances of Mad Cow Theatre as part of the review of their application for FY22 Cultural Tourism Funding. The Advisory Council met with members of the organization's board of directors and staff on November 15, 2021. Upon Board approval and satisfaction of the following conditions, funding in the amount of \$77,000 will be disbursed to Mad Cow Theatre:

- Prior to disbursement of any funds, Mad Cow Theatre will certify through an independent accountant that they are up to date with payment of all financial commitments (inclusive of fees, commissions, compensation, salaries/wages, vendor payments, and any other accounts payable that are due as of the date of certification). Mad Cow Theatre will also send up-to-date certifications with their interim and final payment reports, before receiving those additional payments from Orange County.
- Prior to disbursement of any funds, Mad Cow Theatre will submit a documented plan as to how they will address their long-term debt.
- Prior to disbursement of any funds, Mad Cow Theatre will submit their annual audit management letters and organizational responses from the last three years.

### ACTION REQUESTED:

**Approval of the Arts and Cultural Affairs Advisory Council's funding recommendation for Mad Cow Theatre's proposal for Cultural Tourism for FY22, with additional requirements submitted prior to payment disbursements.**

TO/Is

- c. Byron W. Brooks, AICP, County Administrator  
Carla Bell Johnson, AICP, Assistant County Administrator