



BOARD OF DIRECTORS MEETING

June 18, 2026 @ 1:00 PM

Zoom Meeting

A G E N D A

1:00 PM	Welcome	Hilary Van Alsburg
1:05 – 1:10 PM	Review and Approve Consent Agenda ○ March Minutes ○ April Financials	Hilary Van Alsburg
1:10 – 1:30 PM	CEO Report	Crystal Moore
1:30 – 1:45 PM	Governance Update	Cameron Taylor
1:45 – 1:50 PM	Call to Audience	Hilary Van Alsburg
1:50 – 2:00 PM	Old/New Business	Hilary Van Alsburg
2:00 PM	Meeting Adjourned	Hilary Van Alsburg



BOARD OF DIRECTORS MEETING

March 12, 2026 @ 1:00 PM

Pima County Historic Courthouse – Copper Room

115 N. Church Avenue, Tucson, AZ 85701

Minutes

Governance & Financial Update

Board recruitment efforts continue following recent vacancies, and additional participation on the Finance Committee is needed. Discussion also focused on ongoing financial challenges, including the gap between district assessment revenue and the costs associated with the Clean & Safe ambassador program, as well as continued support from Pima County, the City of Tucson, and potential Rio Nuevo funding opportunities.

BID Expansion & Funding Initiatives

Alternative funding sources continue to be explored for the proposed alley activation project. DTP received a \$10,000 Grounds Capital grant used to purchase conference room chairs and laptops for the design team. Pending City approval of additional properties could significantly expand investment within the district and support future ambassador services.

Downtown Safety & Engagement

The Together Tucson initiative continues to gain participation from downtown partners. The Board recognized the positive impact of the ambassador team, noting their professionalism, visibility, and contributions to creating a welcoming downtown environment and supporting community events.

Marketing & Digital Strategy

Website performance remained strong and consistent with the previous year, with the events calendar continuing to be the most visited content. The transition to Mailchimp generated cost savings and enhanced communication capabilities, while efforts continue to improve website content, strengthen partnerships, and expand outreach throughout the community.

Community & Merchant Activations

Recent placemaking initiatives, including Haiku Hike, successfully increased engagement with downtown businesses and visitors. Discussion also included holiday lighting efforts, sponsorship opportunities related to the Big Belly program and operational assets, and the positive outcomes of the RTA campaign, which demonstrated increased public support through targeted outreach and education efforts.

Downtown Tucson Partnership, Inc.
Executive Summary
For the Month and Ten Months Ended April 30, 2026

Notes to the Reader:

The accompanying financial statements include the following departures from accounting principles generally accepted in the United States of America:

- * The financial statements omit the statement of cash flows, and substantially all of the disclosures, including the analysis of expenses by both functional and natural classification, required by accounting principles generally accepted in the United States of America.
- * The financial statements do not reflect the appropriate net asset classifications required by generally accepted accounting principles, and do not reflect the change in net assets (net revenue) as with donor restrictions and without donor restrictions.
- * In Kind Sponsorship accounts represent services provided for no cost in exchange for event sponsorships.
- * Depreciation expense and disposal of assets have not been appropriately classified as general and administrative expenses and are instead classified as other (income) and expense.
- * The Company's management has requested credit card rewards points and insurance payout be recorded as extraordinary items within the financial statements. Under accounting principles generally accepted in the United States of America ("GAAP"), credit card rewards should be recorded as reductions of the original related expenses.
- * The change in net assets on the statement of activities is included in the net asset balances on the statement of financial position, but a roll forward of beginning to ending net assets is not included on the statement of activities.

The financial statements are developed by the Organization to comply with accounting principles generally accepted in the United States of America ("GAAP"), although there may be departures from GAAP not identified. These statements are primarily intended for use in managing the Organization's operations and may not be suitable for other purposes. Users should be aware of these limitations when utilizing the financial statements.

These financial forecasts present, to the best of management's knowledge and belief, the Organization's expected financial position, results of operations, and cash flows for the forecast periods. Accordingly, the forecasts reflect its judgment as of March 22, 2025, the date these forecasts were prepared, of the expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecasts. There will usually be differences between the forecasted and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

Downtown Tucson Partnership, Inc.
Statements of Financial Position
As of April 30, 2026 and March 31, 2026

	April	March	Variance
ASSETS			
Current Assets			
Cash and Cash Equivalents	\$ 278,816	\$ 398,465	\$ (119,649)
Accounts Receivable			
<i>Property Based Assessments Past Due</i>	21,366	38,105	(16,738)
<i>BID Assessments and in Lieu Agreements Current</i>	668,140	706,167	(38,027)
Allowance for Doubtful Accounts	(32,435)	(32,435)	-
Total 1080 Accounts Receivable	657,071	711,837	(54,766)
Total Accounts Receivable	657,071	711,837	(54,766)
Other Current Assets	25,350	23,244	2,106
<i>Total Current Assets</i>	961,237	1,133,545	(172,308)
Fixed Assets			
Fixed Assets	276,308	276,308	-
Accumulated Depreciation	(212,401)	(209,185)	(3,215)
<i>Total Fixed Assets</i>	63,907	67,123	(3,215)
Other Assets			
Deposits	3,300	3,300	-
Right of Use Asset, Net	154,683	161,341	(6,658)
<i>Total Other Assets</i>	157,983	164,641	(6,658)
TOTAL ASSETS	\$ 1,183,127	\$ 1,365,309	\$ (182,182)
LIABILITIES AND NET ASSETS			
Liabilities			
Current Liabilities			
Accounts Payable	\$ 3,305	\$ 8,521	\$ (5,216)
Credit Cards	12,545	8,066	4,479
Other Current Liabilities			
Lease Liability - Short Term	72,338	71,445	893
FSA Health	(47)	247	(294)
Gift Cards to Issue	400	100	300
Custodial Funds	30,791	30,791	-
Accrued Expenses	4,850	-	4,850
Accrued Payroll Expenses	49,660	39,547	10,113
Deferred Revenue	337,800	525,001	(187,201)
Total Other Current Liabilities	495,792	667,131	(171,339)
<i>Total Current Liabilities</i>	511,642	683,718	(172,076)
Long-Term Liabilities			
Refundable Advance	29,653	30,839	(1,186)
Lease Liability - Long Term	53,858	60,307	(6,449)
<i>Total Long-Term Liabilities</i>	83,511	91,146	(7,635)
<i>Total Liabilities</i>	595,153	774,864	(179,711)
Net Assets			
Unrestricted Net Assets	523,737	523,737	-
Temp Restricted Assets		-	-
Net Revenue	64,236	66,708	(2,472)
<i>Total Net Assets</i>	587,973	590,445	(2,472)
TOTAL LIABILITIES AND NET ASSETS	\$ 1,183,126	\$ 1,365,309	\$ (182,183)

Downtown Tucson Partnership, Inc.
Statements of Activities - Actual versus Budget
For the Month and Ten Months Ended April 30, 2026 Compared to the Annual Budget for the Year Ending June 30, 2026

10 of 12 months = 83%

	April 2026	2025-2026	%	2025-2026	2025-2026
	Actual	Actual to Date	% of budget	Total Budget	Budget Remainder
Revenue					
4000 Revenues					
4010 Bid Fees-Private Prop Owners	54,996	\$ 549,955	83%	\$ 659,948	\$ 109,993
4020 BID Fees-Pima County(Voluntary)	27,759	277,588	83%	333,105	55,518
4030 BID Fees-City of Tucson (Vol)	45,833	458,333	83%	550,000	91,667
4040 BID Fees Rio Nuevo (Voluntary)	19,942	199,418	83%	239,302	39,884
4041 In Lieu of BID Agreements	309	3,094	83%	3,712	619
4042 Partner Funding Pima County	10,478	104,781	210%	50,000	(54,781)
4043 Partner Funding Rio Nuevo	27,883	278,833	242%	115,000	(163,833)
4065 Outside Grants	-	10,000	N/A	-	(10,000)
4080 Fee for Service Contracts	-	3,440	10%	36,000	32,560
4090 Fundrasing Board	-	3,225	11%	30,000	26,775
4110 Sponsorship	-	30,300	51%	60,000	29,700
4125 In-Kind Sponsorship	1,296	37,260	N/A	-	(37,260)
4160 Storefront Activation	-	-	0%	20,000	20,000
4168 Big Belly In Kind	1,186	17,581	56%	31,392	13,811
4170 Other Income	-	104	2%	6,000	5,896
4171 Gift Card Fee Income	28	720	N/A	-	(720)
4175 Interest Income	82	2,287	N/A	-	(2,287)
Total Revenues	\$ 189,792	\$ 1,976,920	93%	\$ 2,134,460	\$ 157,540
Expenses					
5000 Expense					
5210 General & Administrative					
5220 Manage & Prof Salaries & Benes	13,156	122,094	58%	208,971	86,877
5230 Accounting & Consulting	5,988	53,505	96%	55,800	2,295
5240 CPA-Audit & Tax Return	-	6,000	75%	8,000	2,000
5250 IT/IS Services	796	8,080	135%	6,000	(2,080)
5270 Banking Fees & interest	32	536	153%	350	(186)
5280 D&O Insurance	-	-	0%	1,200	1,200
5290 Memberships	146	2,013	61%	3,300	1,287
5300 Office Supplies	415	2,978	74%	4,000	1,022
5310 Office Operations	1,060	15,151	82%	18,500	3,349
5320 Office Improvements		280	11%	2,500	2,220
5330 Rent	3,226	30,395	84%	36,000	5,605
5340 Training & Travel	5,791	15,974	106%	15,000	(974)
5342 Team Building		5,109	85%	6,000	891
5345 Meetings	412	2,975	50%	6,000	3,025
5360 Miscellaneous Office	392	24,513	N/A	-	(24,513)
Total 5210 General & Administrative	31,414	289,603	78%	371,621	82,018
5390 Marketing					
5400 G&A Allocation	15,489	\$ 125,140	77%	\$ 163,234	\$ 38,094
5410 Events		1,000	40%	2,500	1,500
5420 Sponsorships	100	1,125	11%	10,500	9,375
5422 In Kind Sponsorships	1,296	37,260	N/A	-	(37,260)
5421 Sponsorship in Lieu- GC	625	3,625	N/A	-	(3,625)
5430 Downtown Tours	-	-	0%	500	500
5440 Downtown Marketing	4,657	72,953	730%	10,000	(62,953)
5442 Freelance Contractor		600	30%	2,000	1,400
5450 Downtown Branding Campaign	-		0%	4,000	4,000
5460 Web Site & Maintenance	483	5,833	78%	7,500	1,667
5470 Gift Card Program	328	4,536	60%	7,500	2,964
Total 5390 Marketing	22,978	252,073	121%	207,734	(44,338)

Downtown Tucson Partnership, Inc.
Statements of Activities - Actual versus Budget
For the Month and Ten Months Ended April 30, 2026 Compared to the Annual Budget for the Year Ending June 30, 2026

10 of 12 months = 83%

	April 2026	2025-2026	%	2025-2026	2025-2026
	Actual	Actual to Date	% of budget	Total Budget	Budget Remainder
5490 Economic Development					
5500 G&A Allocation-Econ Dev	13,144	80,584	64%	126,359	45,776
5510 Business Recruitment & Reten		209	10%	2,000	1,791
5520 Professional Services	601	6,828	59%	11,500	4,672
5530 Holiday Lighting		100,365	118%	85,000	(15,365)
5540 Public Space Activation	(54)	243	12%	2,000	1,757
5550 Storefront Activation	-	6,794	34%	20,000	13,206
Total 5490 Economic Development	13,691	195,022	79%	246,859	51,837
5580 Enhanced Services, Maint & Sec					
5590 Enhanced Services Sal & Benes	95,551	969,467	85%	1,141,985	172,518
5600 Downtown Ambassador Program		540	54%	1,000	460
5610 Vehicle Registration & Expense		1,506	84%	1,800	294
5620 Cell Phones & Radios	1,201	9,913	71%	14,000	4,087
5630 Liability Insurance	2,636	23,779	79%	30,000	6,221
5640 Drug Testing		155	129%	120	(35)
5650 Employee Parking	969	9,213	102%	9,000	(213)
5660 Equipment Repair & Maint	2,998	14,915	65%	23,000	8,085
5670 Fuel	1,715	6,901	53%	13,000	6,099
5680 Maintenance Supplies	3,149	21,696	121%	18,000	(3,696)
5690 Security supplies	134	975	49%	2,000	1,025
5700 Training	1,421	1,913	64%	3,000	1,087
5710 Uniform Costs		5,283	88%	6,000	717
5720 Miscellaneous	4,274	15,148	3030%	500	(14,648)
5730 Landscape, Water Meter, Streets	567	10,507	35%	30,000	19,493
5735 Big Belly	5,190	50,590	169%	30,000	(20,590)
5740 Downtown Planter Program		2,922	292%	1,000	(1,922)
5745 Maint. and Sec. Office Ops.	1,161	12,419	69%	18,000	5,581
Total 5580 Enhanced Services, Maint & Sec	120,965	1,157,842	86%	1,342,405	184,562
Uncategorized Expenses/(Income)				-	-
Total Expenses	189,049	1,894,541	87%	2,168,619	274,078
Change in Net Assets (Loss) B/Depreciation	743	82,379		(34,160)	(116,539)
Other (Income)/Expenses					
5890 Extraordinary Items	-	(14,993)	N/A	-	14,993
5940 Depreciation	3,215	24,726	N/A	-	(24,726)
5950 Disposal of Asset	-	8,410	N/A	-	(8,410)
8005 Restricted Donations (Received)/Released	-	-	N/A	-	-
Total Other Expenditures	-	-	N/A	-	(33,136)
Net Other Revenue	-	-		-	33,136
Change in Net Assets (Loss) A/Depreciation	(2,472)	\$ 64,236		\$ (34,160)	\$ (98,396)

DTP

Payroll Expense Breakdown

FYTD as of: April 30, 2026

	Actual	Annual Budget
Wages	1,077,520.26	
Medical Insurance	96,936.30	
Employer Payroll Taxes	83,063.08	
401K Match	20,226.20	
Worker's Compensation Insurance	9,932.31	
Dental/Vision Insurance	8,127.02	
Life Insurance	5,680.73	
Other Benefits	137.63	
PTO Accrual Adjustment	(4,338.15)	
	<u>1,297,285.38</u>	
<i>% of Total Annual Budget</i>		<i>79%</i>
Per QBO:		
#5220 Manage & Prof Salaries & Benes	122,094.33	208,971
#5400 G&A Allocation	125,140.31	163,234
#5500 G&A Allocation-Econ Dev	80,583.65	126,359
#5590 Enhanced Services Sal & Benes	<u>969,467.09</u>	<u>1,141,985</u>
	<u>1,297,285.38</u>	1,640,549.15
Difference	-	