



BOARD OF DIRECTORS MEETING

December 11, 2025 @ 1:00 PM

Pima County Historic Courthouse – Copper Room

115 N. Church Avenue, Tucson, AZ 85701

A G E N D A

1:00 PM	Welcome & Safety Intro	Hilary Van Alsborg
1:05 – 1:10 PM	Review and Approve Consent Agenda <ul style="list-style-type: none">○ September Minutes○ October Financials	Hilary Van Alsborg
<i>1:10 – 1:30 PM</i>	<i>RTA Next</i>	Melanie Lawson (PAG) Alejandro Angel (PSOMAS)
1:30 – 1:45 PM	CEO Report	Crystal Moore
1:45 – 1:50 PM	Call to the Audience	Hilary Van Alsborg
1:50 – 2:00 PM	Old/New Business	Hilary Van Alsborg
2:00 PM	Meeting Adjourned	Hilary Van Alsborg



BOARD OF DIRECTORS MEETING

September 11, 2025 @ 1:00 PM

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MINUTES

Welcome & Safety Intro – Hillary van Alsburg

Review and Approve Consent Agenda – Hillary Van Alsburg

A motion to approve the June Minutes and July Financials was made by John Leighton and seconded by Glenn Grabski. The motion passed unanimously.

Pima County Attorney Update - Laura Conover

Laura Conover provided an overview of the County Attorney's Office, which manages legal services for all county agencies across both criminal and civil matters.

Palo Verde Bloom Festival - Rob Elias

Palo Verde Bloom Festival launches in 2026 to celebrate Arizona's state tree and boost downtown Tucson tourism. A \$125 Partner Program offers promotional perks and event input. Key events include a March 28 kickoff and an invite-only Bloom Dinner in April.

Rio Nuevo Update - Fletcher McCusker

Rio Nuevo's 2025 report highlights 95% local investment in restaurant and retail projects, including Broadway home reactivations, Park Mall redevelopment, and The Rodger bar. \$1M supports off-duty officers; BID remains optional. Community efforts include a football league, Moxy Hotel, Roadrunners games, and a skatepark extension. Rio Nuevo funds 50% of projects to secure buy-in and is nationally recognized for tax incentives, with active outreach on TikTok and Instagram.

CEO Report - Crystal Moore (1:30–1:45 PM) Annual report will be mailed out on a post card with a QR code and reaffirms "A Downtown for Everyone." Strong engagement, safety gains, Uber pilot, new marketing, fee-for-service model, 501(c)(3) planning, and staffing update.

Call to the Audience - Hilary Van Alsburg:

Visit Tucson's new brand launches in October alongside GoPro's influencer campaign. 10 West returns March 24 with Hussel Card. Blue Point opens as Hersa Oct. 16, led by Michelin-starred chef. Upcoming: Steinfeld Gallery, Children's Museum Gala (Oct. 4), Wildcat Fridays.

Old/New Business - Hillary Van Alsburg

Meeting Adjourned - Hillary Van Alsburg

Downtown Tucson Partnership, Inc.
Executive Summary
For the Month and Four Months Ended October 31, 2025

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.
- * Accrued Vacation is adjusted for annually.
- * 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 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 October 31, 2025 and September 30, 2025

	October	September	Variance
ASSETS			
Current Assets			
Cash and Cash Equivalents	\$ 684,116	\$ 451,998	\$ 232,118
Accounts Receivable			
<i>Property Based Assessments Past Due</i>	45,508	45,508	-
<i>BID Assessments and in Lieu Agreements Current</i>	940,816	1,320,796	(379,980)
Allowance for Doubtful Accounts	(32,435)	(32,435)	-
Total Accounts Receivable	953,888	1,333,868	(379,980)
Other Current Assets	92,073	79,776	12,297
Total Current Assets	1,730,078	1,865,643	(135,565)
Fixed Assets			
Fixed Assets	278,984	278,984	-
Accumulated Depreciation	(199,857)	(197,392)	(2,465)
Total Fixed Assets	79,127	81,593	(2,465)
Other Assets			
Deposits	3,000	3,000	-
Right of Use Asset, Net	92,475	103,621	(11,146)
Total Other Assets	95,475	106,621	(11,146)
TOTAL ASSETS	\$ 1,904,680	\$ 2,053,856	\$ (149,176)
LIABILITIES AND NET ASSETS			
Liabilities			
Current Liabilities			
Accounts Payable	\$ 17,619	\$ 40,168	\$ (22,550)
Credit Cards	4,372	8,646	(4,275)
Other Current Liabilities			
Lease Liability - Short Term	31,312	37,134	(5,822)
FSA Health	310	208	102
Gift Cards to Issue	-	300	(300)
Custodial Funds	30,791	30,791	-
Accrued Expenses	10,968	-	10,968
Accrued Payroll Expenses	50,787	38,383	12,404
Deferred Revenue	1,077,769	1,210,062	(132,293)
Total Other Current Liabilities	1,201,937	1,316,878	(114,941)
Total Current Liabilities	1,223,927	1,365,692	(141,765)
Long-Term Liabilities			
Refundable Advance	36,770	39,386	(2,616)
Lease Liability - Long Term	26,060	28,851	(2,791)
Total Long-Term Liabilities	62,830	68,237	(5,407)
Total Liabilities	1,286,757	1,433,929	(147,173)
Net Assets			
Unrestricted Net Assets	523,737	523,737	-
Temp Restricted Assets	-	-	-
Net Revenue	94,186	96,190	9,684
Total Net Assets	617,924	619,927	(2,003)
TOTAL LIABILITIES AND NET ASSETS	\$ 1,904,680	\$ 2,053,856	\$ (149,176)

Downtown Tucson Partnership, Inc.
Statements of Activities - Actual versus Budget
For the Month and Four Months Ended October 31, 2025

4 of 12 months = 33%

	October 2025	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	\$ 219,982	33%	\$ 659,948	\$ 439,966
4020 BID Fees-Pima County(Voluntary)	27,759	111,035	33%	333,105	222,070
4030 BID Fees-City of Tucson (Vol)	45,833	183,333	33%	550,000	366,667
4040 BID Fees Rio Nuevo (Voluntary)	19,942	79,767	33%	239,302	159,535
4041 In Lieu of BID Agreements	302	1,207	33%	3,712	2,505
4042 Partner Funding Pima County	10,478	41,912	84%	50,000	8,088
4043 Partner Funding Rio Nuevo	27,883	111,533	97%	115,000	3,467
4065 Downtown Development Corp Grant	-	-	N/A	-	-
4080 Fee for Service Contracts	2,640	2,640	7%	36,000	33,360
4090 Fundrasing Board	-	3,225	11%	30,000	26,775
4110 Sponsorship	-	8,800	15%	60,000	51,200
4125 In-Kind Sponsorship	-	-	N/A	-	-
4160 Storefront Activation	-	-	0%	20,000	20,000
4168 Big Belly In Kind	2,616	10,465	33%	31,392	20,927
4170 Other Income	-	-	0%	6,000	6,000
4171 Gift Card Fee Income	74	218	N/A	-	(218)
Total Revenues	192,523	\$ 774,118	36%	\$ 2,134,460	\$ 1,360,341
Expenses					
5000 Expense					
5210 General & Administrative					
5220 Manage & Prof Salaries & Benes	14,727	49,979	24%	208,971	158,992
5230 Accounting & Consulting	5,650	22,480	40%	55,800	33,320
5240 CPA-Audit & Tax Return	-	-	0%	8,000	8,000
5250 IT/IS Services	777	3,249	54%	6,000	2,751
5270 Banking Fees & interest	(182)	(588)	-168%	350	938
5280 D&O Insurance	-	-	0%	1,200	1,200
5290 Memberships	116	1,020	31%	3,300	2,280
5300 Office Supplies	169	1,295	32%	4,000	2,705
5310 Office Operations	660	3,854	21%	18,500	14,646
5320 Office Improvements	-	-	0%	2,500	2,500
5330 Rent	2,917	11,667	32%	36,000	24,333
5340 Training & Travel	-	9,947	66%	15,000	5,053
5342 Team Building	500	578	10%	6,000	5,422
5345 Meetings	113	589	10%	6,000	5,411
5360 Miscellaneous Office	-	32	N/A	-	(32)
Total 5210 General & Administrative	25,447	104,103	28%	371,621	267,518
5390 Marketing					
5400 G&A Allocation	15,375	\$ 37,754	23%	\$ 163,234	\$ 125,481
5410 Events	-	-	0%	2,500	2,500
5420 Sponsorships	100	400	4%	10,500	10,100
5422 In Kind Sponsorships	720	2,600	N/A	-	(2,600)
5421 Sponsorship in Lieu- GC	-	1,725	N/A	-	(1,725)
5430 Downtown Tours	-	-	0%	500	500
5440 Downtown Marketing	20,669	36,910	369%	10,000	(26,910)
5442 Freelance Contractor	-	-	0%	2,000	2,000
5450 Downtown Branding Campaign	-	-	0%	4,000	4,000
5460 Web Site & Maintenance	483	1,933	26%	7,500	5,567
5470 Gift Card Program	492	1,319	18%	7,500	6,181
Total 5390 Marketing	37,840	82,641	40%	207,734	125,093

Downtown Tucson Partnership, Inc.
Statements of Activities - Actual versus Budget
For the Month and Four Months Ended October 31, 2025

4 of 12 months = 33%

	October 2025	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	5,648	22,576	18%	126,359	103,783
5510 Business Recruitment & Reten	209	209	10%	2,000	1,791
5520 Professional Services	598	18,881	164%	11,500	(7,381)
5530 Holiday Lighting	-	-	0%	85,000	85,000
5540 Public Space Activation	-	-	0%	2,000	2,000
5550 Storefront Activation	1,502	1,502	8%	20,000	18,498
Total 5490 Economic Development	7,957	43,167	17%	246,859	203,692
5580 Enhanced Services, Maint & Sec					
5590 Enhanced Services Sal & Benes	101,023	389,663	34%	1,141,985	752,322
5600 Downtown Ambassador Program	-	-	0%	1,000	1,000
5610 Vehicle Registration & Expense	297	327	18%	1,800	1,473
5620 Cell Phones & Radios	924	3,828	27%	14,000	10,172
5630 Liability Insurance	2,353	9,245	31%	30,000	20,755
5640 Drug Testing	-	-	0%	120	120
5650 Employee Parking	130	520	6%	9,000	8,480
5660 Equipment Repair & Maint	124	3,046	13%	23,000	19,954
5670 Fuel	583	2,371	18%	13,000	10,629
5680 Maintenance Supplies	2,823	12,050	67%	18,000	5,950
5690 Security supplies	-	-	0%	2,000	2,000
5700 Training	-	400	13%	3,000	2,600
5710 Uniform Costs	-	1,216	20%	6,000	4,784
5720 Miscellaneous	-	65	13%	500	435
5730 Landscape, Water Meter, Streets	-	1,140	4%	30,000	28,860
5735 Big Belly	10,544	19,391	65%	30,000	10,609
5740 Downtown Planter Program	-	-	0%	1,000	1,000
5745 Maint. and Sec. Office Ops.	2,016	5,980	33%	18,000	12,020
Total 5580 Enhanced Services, Maint & Sec	120,817	449,242	33%	1,342,405	893,163
Total Expenses	192,061	679,153	31%	2,168,619	1,489,466
Change in Net Assets (Loss) B/Depreciation	462	94,966		(34,160)	(129,125)
Other (Income)/Expenses					
5890 Extraordinary Items	-	(8,725)	N/A	-	8,725
5940 Depreciation	2,465	9,504	N/A	-	(9,504)
5950 Disposal of Asset	-	-	N/A	-	-
8005 Restricted Donations (Received)/Released	-	-	N/A	-	-
Change in Net Assets (Loss) A/Depreciation	(2,003)	\$ 94,186		\$ (34,160)	\$ (128,346)

DTP
 Payroll Expense Breakdown
 FYTD as of: October 31, 2025

	Actual	Annual Budget
Wages	411,976.32	
Medical Insurance	38,397.83	
Employer Payroll Taxes	31,306.87	
401K Match	7,497.07	
Worker's Compensation Insurance	5,043.00	
Dental/Vision Insurance	3,399.46	
Life Insurance	2,253.89	
Other Benefits	96.75	
	499,971.19	
<i>% of Total Annual Budget</i>		34%
Per QBO:		
#5220 Manage & Prof Salaries & Benes	49,978.86	160,000
#5400 G&A Allocation	37,753.51	161,000
#5500 G&A Allocation-Econ Dev	22,576.01	110,213
#5590 Enhanced Services Sal & Benes	389,662.81	1,020,000
	499,971.19	1,451,213
Difference	-	