



Horton Plaza Theatres FOUNDATION
Nurturing Arts and Culture

AGENDA

HORTON PLAZA THEATRES FOUNDATION
Board of Directors Meeting

Tuesday, October 28, 2025, 3:00 p.m.

1200 Third Avenue, 14th Floor
San Diego, CA 92101

Public MS Teams Link:

[Click to Join](#)

OR

To join by Telephone:

Dial 619-737-2322 / Phone Conference ID 981 997 60#

1. Call to Order
2. Roll Call
3. Non-Agenda Public Comment
Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board on any issue brought forth under the "Non-Agenda Public Comment."
4. Report from the Executive Director/Civic Communities

CONSENT AGENDA

5. Approval of Horton Plaza Theatres Foundation's September 12, 2025, Annual Board of Directors Meeting Minutes
6. Appointment of Jay Henslee to Horton Plaza Theatres Foundation's Finance Committee ~ Suzanne Varco
7. Horton Plaza Theatres Foundation's Unaudited Financial Statements for the Periods Ending July 31, 2025, and August 31, 2025 ~ Diane Ferris

REGULAR AGENDA

8. Proposed Amendment to Fiscal Year 2026 Operating Budget ~ Diane Ferris

ORAL UPDATES

- 9. Civic San Diego Report
- 10. Commission for Arts & Culture Report
- 11. Owner/Landlord's Report
- 12. President's Report
- 13. Board Member Comment

URGENT NON-AGENDA ITEMS

ADJOURNMENT

REQUESTS FOR ACCESSIBILITY MODIFICATIONS OR ACCOMMODATIONS

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Betty Migliaccio, 619-533-7101. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting Betty Migliaccio, 619-533-7101. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.



Horton Plaza Theatres **FOUNDATION**
Nurturing Arts and Culture

ITEM #4

DATE ISSUED: October 23, 2025

ATTENTION: Horton Plaza Theatres Foundation
Board of Directors Meeting of October 28, 2025

SUBJECT: Executive Director/Civic Communities Report

CONTACT: Betty Migliaccio, Assistant Property & Project Manager

REQUESTED ACTION: No action required (informational only).

The following are noteworthy activities completed from the last Executive Director's Report issued on September 12, 2025:

- Grah Safe & Lock completed the Lyceum rekeying project. All locks, doors, and hardware have been updated to a new lock and key system.
- Civic San Diego ("Civic") staff met with VenueTech to review Lyceum Theatre ("Lyceum") construction progress, anticipated reopening, discuss VenueTech's proposal and services, and explore potential contract terms.
- Civic staff conducted a walkthrough of the Lyceum Theatre with MA Engineers (MA) Principal Jerry Coult received/accepted MA's proposal to assess the Lyceum's building systems (HVAC). Work is anticipated to commence in late October/early November 2025.
- Civic staff met with Siemens to review and discuss their Agreement (HVAC Maintenance).
- Civic staff received from Apeiro Design files documenting the results of their September inventory of theatre equipment such as microphones, speakers, cables, projection screens, etc.
- Civic staff met with BarCloud (inventory/asset management) to discuss their contract and services.
- Civic staff met with the Commission for Arts & Culture to discuss the HPTF Budget and contract.
- Civic staff conducted weekly inspections.

Respectfully submitted,

Betty Migliaccio, Civic Communities



Horton Plaza Theatres **FOUNDATION**

Nurturing Arts and Culture

ITEM #5

MINUTES

**HORTON PLAZA THEATRES FOUNDATION
ANNUAL BOARD OF DIRECTORS
MEETING OF
FRIDAY, SEPTEMBER 12, 2025**

Item #1 **Call to Order**

President Suzanne Varco called the Annual Board of Directors Meeting of the Horton Plaza Theatres Foundation to order at 1:01 p.m.

Item #2 **Roll Call**

PRESENT: President Suzanne Varco, Vice President Jennifer Gathey, Secretary D. Candis Paule, Treasurer Patrick Stewart, and Directors Jay Henslee, George Montoya and Christie Kong

Item #3 **Non-Agenda Public Comment**

None.

Item #4 **Executive Director Report**

Civic Communities Vice President, Community Development, Jeff Zinner thanked the Board for the opportunity for Civic to assist and represent the Horton Plaza Theatres Foundation. Mr. Zinner summarized the report and indicated that future reports would be more concise with reduced detail. He also noted that the Lyceum Theatre (“Lyceum”) will undergo rekeying of all locks.

Civic Communities Executive Vice President, Engineering & Construction, Daniel Kay discussed the inventory of various FF&E that was recently carried out at the Lyceum, staff’s initiatives to tackle elevated utility costs, starting with efforts to retain a mechanical engineer, noted a list of significant items that will be presented at an upcoming Board meeting, and that staff will be meeting with Venue Tech regarding status and future operations.

CONSENT AGENDA

Vice President Gattey announced her recusal from Item #5 noting her absence from the Board Meeting of June 24, 2025.

Item #5 Approval of Horton Plaza Theatres Foundation's June 24, 2025, Board of Directors Meeting Minutes

BOARD ACTION: Motion by Director Henslee and seconded by Secretary Paule that the Horton Plaza Theatres Foundation (HPTF) Board of Directors approves the minutes from the Special Board Meeting of June 24, 2025.

Passed by the following vote (6-0):

Aye: President Suzanne Varco, Secretary D. Candis Paule, Treasurer Patrick Stewart, and Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: Vice President Jennifer Gattey

Item #6 Horton Plaza Theatres Foundation's Unaudited Financial Statements for the Period Ending May 31, 2025, and June 30, 2025

BOARD ACTION: Motion by Director Montoya and seconded by Vice President Gattey that the HPTF Board of Directors accepts the Unaudited Financial Statements for Periods Ending May 31, 2025, and June 30, 2025.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey, Secretary D. Candis Paule, Treasurer Patrick Stewart, and Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

REGULAR AGENDA

Item #7 Annual Election of Officers for Horton Plaza Theatres Foundation

President Suzanne Varco presented the item confirming that the slate remains unchanged from the previous year.

BOARD ACTION: Motion by Director Montoya and seconded by Director Henslee that HPTF Board of Directors elects the Fiscal Year 2026 Board Officers; and adopts Resolution #2025-1.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey,
Secretary D. Candis Paule, Treasurer Patrick Stewart, and
Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

Item #8 **Board of Directors Dates for Fiscal Year 2026**

President Suzanne Varco presented the item, noting that meetings will continue on Tuesdays at 3:00 p.m., and proposed rescheduling the November meeting to December 2, 2025, due to the Thanksgiving holiday.

BOARD ACTION: Motion by Vice President Gattey and seconded by Director Montoya that the HPTF Board of Directors approves the Fiscal Year 2026 Board of Directors meeting dates with the following correction: change the November 25 date to December 2 and adopts Resolution #2025-2.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey,
Secretary D. Candis Paule, Treasurer Patrick Stewart, and
Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

Item #9 **Fiscal Year 2026 Proposed Operating Budget**

Civic Communities Accounting Manager Diane Ferris presented the item and reported a potential funding deficit due to high utility costs, reduced City funding, and elevated insurance premiums.

Civic Communities President and CEO Andrew Phillips indicated that the deficit was being addressed through reserves and noted staff's intent to seek lower insurance premiums.

BOARD DISCUSSION: The Board members engaged in discussion regarding possible future allocations. Staff responded to questions regarding specific line items in the budget. The Board members requested that future reports reflect details of the line items as well as page numbers.

BOARD ACTION: Motion by Director Montoya and seconded by Director Stewart that the HPTF Board of Directors approves the Fiscal Year 2026 Proposed Operating Budget.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey,
Secretary D. Candis Paule, Treasurer Patrick Stewart and
Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

Item #10 **Fiscal Year 2026 Scope of Services**

Civic Communities Vice President, Community Development, Jeff Zinner referred to the revised Scope of Services, noting minor changes from prior years, and the addition of construction status.

Civic Communities President and CEO Andrew Phillips clarified that all Production Assistant Funds (PAF) are included in the reserves budget.

BOARD ACTION: Motion by Vice President Gattey and seconded by Director Kong to support the Scope of Services for Fiscal Year 2026; and adopt Resolution #2025-4.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey,
Secretary D. Candis Paule, Treasurer Patrick Stewart and
Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

Item #11 **Revisions to Horton Plaza Theatres Foundation Amended and Restated Bylaws**

Civic Communities President and CEO Andrew Phillips presented the item summarizing two principal revisions: an adjustment to the number of directors and amended language in Section 4.3(b).

BOARD ACTION: Motion by Treasurer Stewart and seconded by Director Montoya that the HPTF Board of Directors approves the Amended and Restated Bylaws.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey,
Secretary D. Candis Paule, Treasurer Patrick Stewart and
Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

Item #12 **Designation of Civic Community Ventures, dba as Civic Communities, as an Authorizing Agent for the Horton Plaza Theatres Foundation**

Civic Communities President and CEO Andrew Phillips presented the item, noting the need for a formal agreement and resolution, and summarized benefits of the designation.

President Suzanne Varco clarified that specific authorization was required because the bylaws only grant such authority to an Executive Director as an employee, whereas the function is now outsourced to an outside company.

BOARD ACTION: Motion by Secretary Paule and seconded by Vice President Gattey that the HPTF Board of Directors authorizes the Board President to 1) execute an Agreement designating Civic Communities (“Civic”) to serve as an Authorizing Agent for HPTF and 2) take any further actions necessary to ensure that Civic is able to perform the services for which it has been retained.

Passed by the following vote (7-0):

Aye: President Suzanne Varco, Vice President Jennifer Gattey,
Secretary D. Candis Paule, Treasurer Patrick Stewart and
Directors Jay Henslee, George Montoya and Christie Kong
Naye: None
Abstain: None
Recusal: None

Item #13 **Lyceum Theatre Branding Request**

Civic Communities Vice President, Community Development, Jeff Zinner summarized the request by the City of San Diego Arts and Culture Commission to extend the Lyceum brand to future activities at Civic Center Plaza.

BOARD DISCUSSION: The Board members engaged in general discussion, noting that additional information from Arts and Culture would be required before any action could be taken. Board discussion noted potential confusion by the public if two separate locations were branded as the Lyceum, particularly while the theater

remained closed. While some members acknowledged the intent to strengthen the arts district identity and keep the Lyceum name active, others emphasized the risk to the theater's recognition.

No action was taken, and the Board agreed to table the matter until Arts and Culture staff could attend a future meeting for further discussion.

ORAL UPDATES

Item #14 **Civic San Diego Report**

Civic Communities Executive Vice President, Engineering & Construction, Daniel Kay reported that construction at the Lyceum was effectively complete, with only minor punch list items remaining, and that the project was moving into the warranty acceptance phase in the coming weeks. In response to a question on waterproofing, Mr. Kay reported that major issues have been resolved, with only a minor box office leak to be addressed by the new ownership group. He noted additional protective measures in the black box theater and stated the facility was 90–100% sealed from water intrusion.

Civic Communities President and CEO Andrew Phillips added that a pending meeting had been scheduled with the new owner and their management company representatives.

Mr. Kay confirmed that pedestrian access through E Street had reopened and confirmed that there was no recurrence of mold in the theatre. He said that mock shows would be conducted to test equipment. Mr. Kay further noted that an equipment inventory and report would be prepared for Board consideration. Mr. Kay added that a consultant was being engaged to explore a centralized building management system to improve operational efficiency and reduce expenses. He noted that staff were also reviewing service contracts to identify opportunities for cost savings.

Director Christie Kong reported that the receiver would transition into the role of asset manager on behalf of the lender, and that negotiations were underway with JB Pacific to return to the site. She said Sterling had been retained as construction manager, and interviews with several management companies were ongoing. She noted that both her and George's last day with Stockdale, including the engineering team, would be September 26, with Sterling to oversee construction going forward.

Item #15 **Commission for Arts & Culture Report**

Not present.

Item #16 **Stockdale Report**

Director Christie Kong announced her resignation to the Board, noting that this would be her final meeting.

Item #17 **President's Report**

None.

Item#18 **Board Member Comment**

Director Jay Henslee volunteered to serve on the Finance Committee. It was noted that the bylaws require committee appointments by resolution. The Board also confirmed that the current bylaws set a range of three to 35 directors without requiring a fixed number and agreed to maintain this flexibility given potential changes in membership with the new ownership.

VenueTech President Judith Barkett spoke to an upcoming meeting with Civic staff.

URGENT NON-AGENDA ITEMS ~ None.

ADJOURNMENT ~ The meeting adjourned at 1:54 p.m.



Horton Plaza Theatres FOUNDATION

Nurturing Arts and Culture

ITEM #6

DATE ISSUED: October 23, 2025

ATTENTION: Horton Plaza Theatres Foundation
Meeting of October 28, 2025

SUBJECT: Appointment of Jay Henslee to the Finance Committee

STAFF CONTACT: Suzanne Varco, President

STAFF RECOMMENDATION: That the Horton Plaza Theatres Foundation (HPTF) Board of Directors (“Board”) adopts a resolution appointing Jay Henslee to serve as Director on the Finance Committee.

SUMMARY: The Finance Committee consists of three members. To fill a vacancy on the Finance Committee created by the resignation of Leo Divinsky, effective August 26, 2025, the Board would like to appoint Jay Henslee to serve as Director on the Finance Committee.

Respectfully submitted,

Suzanne Varco
Board President

Attachment: A – Resolution No. 2025-6

ATTACHMENT A

RESOLUTION NO. 2025-6

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
HORTON PLAZA THEATRES FOUNDATION
APPROVING THE APPOINTMENT OF JAY HENSLEE TO
SERVE AS DIRECTOR ON THE FINANCE COMMITTEE**

WHEREAS, Horton Plaza Theatres Foundation (HPTF) is a nonprofit organization created by the City Council of the City of San Diego in 1983 to oversee the operations and management of the publicly-leased Lyceum Theatre (“Theatre”) and to act as the steward of the Theatre; and,

WHEREAS, on September 12, 2025, the HPTF Board of Directors adopted the Amended and Restated Bylaws of Horton Plaza Theatres Foundation; and

WHEREAS, Article 7, Section 7.1 of the Amended and Restated Bylaws establishes the number of directors of a committee of the board to consist of two or more directors; and

WHEREAS, the Finance Committee shall consist of three directors; and

WHEREAS, due to the resignation of Director Leo Divinsky, effective as of August 26, 2025, a vacancy exists of the Finance Committee; and

WHEREAS, the Board of Directors desires to fill this vacancy through the appointment of Jay Henslee to serve as Director on the Finance Committee; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby appoints Jay Henslee to serve as Director on the Horton Plaza Theatres Foundation Finance Committee as set forth above.

PASSED, APPROVED, AND ADOPTED this 28th day of October 2025

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Suzanne Varco, Board President

ATTEST:

D. Candis Paule, Board Secretary



Horton Plaza Theatres **FOUNDATION**

Nurturing Arts and Culture

ITEM #7

DATE ISSUED: October 23, 2025

ATTENTION: Horton Plaza Theatres Foundation
Board of Directors Meeting of October 28, 2025

SUBJECT: Horton Plaza Theatres Foundation's Unaudited Financial Statements for the periods ending July 31, 2025, and August 31, 2025

CONTACT: Diane Ferris, Accounting Manager, Civic Communities

REQUESTED ACTION: That the Horton Plaza Theatres Foundation (HPTF) Board of Directors accepts the unaudited financial statements for the periods ending July 31, 2025, and August 31, 2025.

DISCUSSION: The following HPTF unaudited financial statements are attached:

- A. Statement of Financial Position as of July 31, 2025, Statement of Activities and Budget to Actual – Variance Analysis July 1, 2025 – July 31, 2025
- B. Statement of Financial Position as of August 31, 2025, Statement of Activities and Budget to Actual – Variance Analysis August 1, 2025 – August 31, 2025

FISCAL CONSIDERATIONS: None

OTHER RECOMMENDATIONS: The Finance Committee will review the unaudited financial statements on October 27, 2025.

RECOMMENDATION: That the HPTF Board accepts the unaudited financial statements for the periods ending July 31, 2025, and August 31, 2025.

Respectfully submitted,

Diane Ferris, Accounting Manager
Civic Communities

Attachments:

- A – Financials for period ending July 31, 2025
- B – Financials for period ending August 31, 2025

ATTACHMENT A

Horton Plaza Theatres Foundation Statement of Financial Position As of July 31, 2025

Assets

Operating Assets

Cash and Cash Equivalents	\$	427,141
Account Receivable (ROPS)		27,560
Account Receivable (CITY)		18,750
Prepaid Expenses		9,427
Total Assets	\$	482,878

Liabilities and Net Assets

Liabilities

Account Payable	\$	17,626
Credit Card		861
Total Liabilities		18,487

Net Assets

Net Assets without Restrictions		376,417
Net Asset with Restriction - PAF		88,154
Net Income (Loss)		(180)
Total Liabilities and Net Assets	\$	482,878

Horton Plaza Theatres Foundation
Statement of Revenues and Expenses
as of July 31, 2025

Revenue

City of San Diego	\$ 18,750
Interest Income	600
Refund of Prior Year Expenses	10,572
Total Revenue	29,922

Expenses

Administration	7,461
Audit/Tax/Paychex	127
CAM Charges - Property Taxes	1,758
Facility Maintenance	915
Insurance	6,472
Marketing	2,000
Office Expense	1,493
Utilities	9,876
Total Expenses	30,102

Change in Net Assets	\$ (180)
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Horton Plaza Theatres Foundation
Statement of Revenues and Expenses
as of July 31, 2025

	Current Month Actual	Monthly Budget	Current Month Variance \$	Current Month Variance %	YTD Actual	YTD Budget	YTD Variance \$	YTD Variance %	FY26 Budget
<u>Revenue</u>									
City of San Diego	\$ 18,750	\$ 18,750	\$ -	0%	\$ 18,750	\$ 18,750	\$ -	0%	\$ 225,000
Interest Income	600	417	183	44%	600	417	183	44%	5,000
Refund of Prior Year Expenses	10,572	0	10,572		10,572	0	10,572		
Total Revenue	29,922	19,167	10,755	56%	29,922	19,167	10,755	56%	\$ 230,000
<u>Expenses</u>									
Administration	7,461	8,167	706	9%	7,461	8,167	706	9%	98,000
Audit/Tax/Paychex	127	583	456	78%	127	583	456	78%	7,000
CAM Charges - Property Taxes	1,758	1,833	75	4%	1,758	1,833	75	4%	22,000
Facility Maintenance	915	4,167	3,252	78%	915	4,167	3,252	78%	50,000
Insurance	6,472	5,583	(889)	-16%	6,472	5,583	(889)	-16%	67,000
Marketing	2,000	0	(2,000)	0%	2,000	0	(2,000)		
Office Expense	1,493	333	(1,160)	-348%	1,493	333	(1,160)	-348%	4,000
Utilities	9,876	11,667	1,791	15%	9,876	11,667	1,791	15%	140,000
Total Expenses	30,102	32,333	2,231	7%	30,102	32,333	2,231	7%	388,000
Net Income/Deficit	\$ (180)	\$ (13,167)	\$ 12,987		\$ (180)	\$ (13,167)	\$ 12,987		\$ (158,000)

Horton Plaza Theatres Foundation
Statement of ROPS 19 FY26 Funding
As of July 31, 2025

7/1/2025	Beginning Balance		\$ 250,000.00
7/2/2025	Ashley McFall	\$ 50.00	
7/2/2025	DCJ Theatrical	23,402.17	
7/2/2025	Siemens	4,107.50	
	Total Expensed - Receipt 8/1/25	\$ 27,559.67	222,440.33
	Remaining ROPS		<u>\$ 222,440.33</u>

ATTACHMENT B

Horton Plaza Theatres Foundation
Statement of Financial Position
As of August 31, 2025

Assets

Operating Assets

Cash and Cash Equivalents	\$ 431,966
Account Receivable (ROPS)	0
Account Receivable (CITY)	37,500
Prepaid Expenses	14,586
Total Assets	<u>\$ 484,052</u>

Liabilities and Net Assets

Liabilities

Account Payable	\$ 29,983
Credit Card	475
Total Liabilities	<u>30,458</u>

Net Assets

Net Assets without Restrictions	376,417
Net Asset with Restriction - PAF	88,154
Net Income (Loss)	(10,977)
Total Liabilities and Net Assets	<u>\$ 484,052</u>

Horton Plaza Theatres Foundation
Statement of Revenues and Expenses
as of August 31, 2025

Revenue

City of San Diego	\$ 37,500
Interest Income	1,293
Refund of Prior Year Expenses	10,572
Total Revenue	<u>49,365</u>

Expenses

Administration	12,843
Audit/Tax/Paychex	223
CAM Charges - Property Taxes	1,758
Facility Maintenance	1,697
Insurance	12,200
Marketing	2,000
Office Expense	1,869
Utilities	27,752
Total Expenses	<u>60,342</u>

Change in Net Assets	<u>\$ (10,977)</u>
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Horton Plaza Theatres Foundation
Statement of Revenues and Expenses
as of August 31, 2025

	Current Month Actual	Monthly Budget	Current Month Variance \$	Current Month Variance %	YTD Actual	YTD Budget	YTD Variance \$	YTD Variance %	FY26 Budget
<u>Revenue</u>									
City of San Diego	\$ 18,750	\$ 18,750	\$ -	0%	\$ 37,500	\$ 37,500	\$ -	0%	\$ 225,000
Interest Income	693	417	276	66%	1,293	833	460	55%	5,000
Refund of Prior Year Expenses	0	0	0		10,572	0	10,572		
Total Revenue	19,443	19,167	276	1%	49,365	38,333	11,032	29%	\$ 230,000
<u>Expenses</u>									
Administration	5,382	8,167	2,785	34%	12,843	16,333	3,490	21%	98,000
Audit/Tax/Paychex	96	583	487	84%	223	1,167	944	81%	7,000
CAM Charges - Property Taxes	0	1,833	1,833	100%	1,758	3,667	1,909	52%	22,000
Facility Maintenance	782	4,167	3,385	81%	1,697	8,333	6,636	80%	50,000
Insurance	5,728	5,583	(145)	-3%	12,200	11,167	(1,033)	-9%	67,000
Marketing	0	0	0	0%	2,000	0	(2,000)		
Office Expense	376	333	(43)	-13%	1,869	667	(1,202)	-180%	4,000
Utilities	17,876	11,667	(6,209)	-53%	27,752	23,333	(4,419)	-19%	140,000
Total Expenses	30,240	32,333	2,093	6%	60,342	64,667	4,325	7%	388,000
Net Income/Deficit	\$ (10,797)	\$ (13,167)	\$ 2,370		\$ (10,977)	\$ (26,333)	\$ 15,356		\$ (158,000)

Horton Plaza Theatres Foundation
Statement of ROPS 19 FY26 Funding
As of August 31, 2025

7/1/2025	Beginning Balance		\$ 250,000.00
7/2/2025	Ashley McFall	\$ 50.00	
7/2/2025	DCJ Theatrical	23,402.17	
7/2/2025	Siemens	4,107.50	
	Total Spent - Reimbursed 8/1/25	\$ 27,559.67	222,440.33
	Remaining ROPS		\$ 222,440.33



Horton Plaza Theatres **FOUNDATION**

Nurturing Arts and Culture

ITEM #8

DATE ISSUED: October 23, 2025

ATTENTION: Horton Plaza Theatres Foundation
Board of Directors Meeting of October 28, 2025

SUBJECT: Proposed Amendment to Fiscal Year 2026 Operating Budget

CONTACT: Diane Ferris, Accounting Manager, Civic Communities

REQUESTED ACTION: That Horton Plaza Theatres Foundation (“HPTF”) Board of Directors approve the Proposed Amendment to Fiscal Year 2026 Operating Budget.

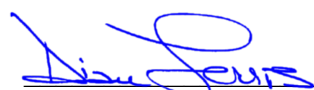
BACKGROUND: HTPF is a non-profit corporation established by the City of San Diego in 1983 to oversee the operations of the publicly leased Lyceum Theatres and act as stewards for the Lyceum. Annually, HPTF receives funding from the City of San Diego Commission for Arts and Culture (“City”).

DISCUSSION: At the Annual Board of Director Meeting held on September 12, 2025, the Fiscal Year 2026 (“FY26”) Proposed Operating Budget was unanimously approved with a vote of 7-0. The City of San Diego has made an additional \$25,000 available for the HPTF FY26 budget. Therefore, the FY26 Budget is being amended (Amendment A).

FISCAL CONSIDERATIONS: An approved FY26 Operating Budget is required for the City of San Diego Funding Agreement. The FY26 Operating Budget is \$388,000. The budget is funded by \$250,000 from the City of San Diego, \$5,000 of estimated interest income, and \$133,000 of reserves from fund balance. Details of the sources and uses for the FY26 budget can be found in Attachment B.

RECOMMENDATION: That HPTF Board of Directors approve the Proposed Amendment to FY26 Operating Budget.

Respectfully submitted,



Diane Ferris, Accounting Manager
Civic Communities

Attachments:

- A –Proposed Amendment to Fiscal Year 2026 Operating Budget
- B –Fiscal Year 2026 Budget Sources and Uses

Horton Plaza Theatres Foundation
Proposed Amendment to Fiscal Year 2026 Operating Budget

	FY2026 Budget
<u>INCOME</u>	
Funding from City of San Diego	\$ 250,000
Interest Income	5,000
Total Income	<u>\$ 255,000</u>
<u>EXPENSES</u>	
Insurance	\$ 67,000
CAM Charges - Property Taxes	22,000
Facility Maintenance	50,000
Utilities	140,000
Office Expense	4,000
Audit/Tax	7,000
Administration	98,000
Total Expenses	<u>\$ 388,000</u>
Net Change in Fund Balance	<u><u>\$ (133,000)</u></u>

Horton Plaza Theatres Foundation
Proposed Amendment to FY2026 City Allocation Budget

	FY2026 City Budget	FY2026 HPTF Funds	FY2026 Total Budget
<u>Sources of Funding</u>			
Funding from City of San Diego	\$ 250,000		\$ 250,000
Interest Income		\$ 5,000	5,000
HPTF Fund Balance		133,000	133,000
Total Sources of Funding	\$ 250,000	\$ 138,000	\$ 388,000
<u>Expenditures</u>			
Insurance	\$ 52,000	\$ 15,000	\$ 67,000
CAM Charges - Property Taxes	22,000		22,000
Facility Maintenance	50,000		50,000
Utilities	55,000	85,000	140,000
Office Expense	4,000		4,000
Audit/Tax	7,000		7,000
Administration	60,000	38,000	98,000
Total Expenditures	\$ 250,000	\$ 138,000	\$ 388,000