



EXECUTIVE COMMITTEE MEETING

Wednesday June 24, 2026 at 3:00 pm
Pasadena Convention Center, Board Room
300 E. Green St., Pasadena, CA 91101

AGENDA

PCOC Executive Committee

Tyron Hampton - Chair
Kim Burbank - Vice Chair
Phil Hosp - Secretary
Pat Amsbry - Treasurer

PCOC Staff

Michael Ross, CEO

PCOC Mission Statement

The mission of the Pasadena Center Operating company (PCOC) is to promote Pasadena as a meeting and travel destination in an effort to maximize economic impact through the development of meetings, conventions, entertainment events and tourism by providing professionally managed facilities and first-class service.

MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE OPEN SESSION PORTION OF THE MEETING AS FOLLOWS:

1) By submitting public comment of any length to the following email: publiccomment@pasadenacenter.com up to two hours prior to the start of the meeting. Please be aware that this email address will not be checked within the two hours prior to the start of the meeting or, 2) During the meeting, by submitting comments in writing to the Recording Secretary, or by raising their hand to be recognized to speak at the appropriate time.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call 626/793-2122. Notification 72 hours prior to the meeting will enable the PCOC to make reasonable arrangements to assure accessibility to this meeting. Language translation services are available for this meeting by calling (626) 793-2122 at least 72 hours in advance. Habrá servicio de interpretación disponible para éstas juntas llamando al (626) 793-2122 por lo menos con 48 horas de anticipación.



EXECUTIVE COMMITTEE MEETING

Wednesday June 24, 2026 at 3:00 pm
Pasadena Convention Center, Board Room
300 E. Green St., Pasadena, CA 91101

AGENDA

I. Call to Order

II. Roll Call

III. Public Comment on Matters Not on the Agenda

IV. Approval of Executive Committee Meeting Minutes:

- January 28, 2026: *Motion to Approve*

V. CEO Report - Michael Ross

VI. Board Agenda

VII. CLOSED SESSION

CONFERENCE REGARDING PERFORMANCE EVALUATION pursuant to Government Code
Section 54957 and CONFERENCE WITH LABOR
NEGOTIATOR pursuant to Government Code Section 54957.6
Employee Title: Chief Executive Officer
PCOC Representative: Margie Christ

OTHER PERSONNEL MATTERS

VII. Adjournment: Next Meeting is Wednesday, September 23, 2026 at 3:00 p.m.

Copies of this agenda and past agendas are posted at, Pasadena City Hall and available for download online at <https://www.visitpasadena.com/board-agendas/>.

A handwritten signature in black ink, appearing to read 'T. Hampton'.

Tyron Hampton, Chair, Board of Directors

I HEREBY CERTIFY that this Agenda, in its entirety, was posted on the Internet at www.pasadenacenter.com and in the City of Pasadena rotunda area bulletin board at 100 N. Garfield Ave.

A handwritten signature in blue ink, appearing to read 'Margie Christ'.

Margie Christ, Recording Secretary



Convention Center
Civic Auditorium
Ice Skating Center
Convention & Visitors Bureau

OFFICIAL MINUTES

EXECUTIVE COMMITTEE MEETING

Wednesday, January 28, 2026
3:00 p.m.

Pasadena Convention Center
300 E. Green Street
Pasadena, CA 91101

I. Call to Order

Chair Tyron Hampton called the January 28, 2026 Pasadena Center Operating Company (PCOC) Executive Committee Meeting to order at 3:08 PM.

II. Roll Call

Roll call was taken and recorded by Margie Christ; a quorum assembled.

Executive Committee

Tyron Hampton, Chair
Phil Hosp, Vice Chair
Kim Burbank, Secretary
Pat Amsbry, Treasurer

Staff

Michael Ross, CEO
Kristin McGrath, Executive Director
Naz Sabripour, Executive Director (absent)
Christine Susa, Director of Marketing
Eric Happe, Director of Finance

III. Public Comments

(None submitted)

IV. Approval of December Executive Committee Meeting Minutes:

A motion was made by Kim Burbank and seconded by Pat Amsbry to approve the minutes of the December 3, 2025 meeting. The motion carried unanimously.

V. CEO Report - Michael Ross

- **LA28 Olympic Update:** Michael Ross talked about recent meetings that some members of the senior management team had attended with representatives from the City of Pasadena. He said that the current focus has been on whether there is an opportunity for Pasadena to be the location for a country's "House." That is, a place for a country's team to gather to dine, relax, play games or watch movies (for example). He clarified that it wouldn't be a "house" in that it is not expected that athletes would reside there as they would have other housing/sleeping arrangements. Michael Ross said that potentially the best candidate for this may be Mexico because many of their athletes may be involved in soccer and diving events at the Pasadena Olympic venues. He said that any plans are very preliminary and the conversations on the subject will continue.

VI. Board Agenda - Michael Ross

Michael Ross directed the Executive Committee to the Board Meeting agenda that was provided in the meeting package.

V. Adjournment

The Executive Committee Meeting adjourned at 3:55 PM.

Approved for the Board of Directors By:

Tyron Hampton
Chair, Board of Directors

Kim Burbank
Secretary, Board of Directors

Respectfully submitted by:

Margie Christ, Recording Secretary

Date



MEETING OF THE BOARD OF DIRECTORS

Wednesday, June 24, 2026 at 4:00 pm
Pasadena Convention Center, Civic Auditorium Gold Room
300 E. Green St., Pasadena, CA 91101

AGENDA

Board of Directors

Tyron Hampton, Chair
Kim Burbank, Vice-Chair
Phil Hosp, Secretary
Pat Amsbry, Treasurer
Joan Aarestad
Scott Boone
Richard Bussiere
Joseph Co
David Eads
Charles Fusco
Marlon Gonzalez
Katie Green
Dave Klug
Eleanor Lee
Jeff Michael

PCOC Staff

Michael Ross, CEO

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300 E. Green Street, Pasadena, CA 91101-2399 TEL: (626) 793-9311 PASADENACENTER.COM



MEETING OF THE BOARD OF DIRECTORS

Wednesday, June 24, 2026 at 4:00 pm
Pasadena Convention Center, Civic Auditorium Gold Room
300 E. Green St., Pasadena, CA 91101

AGENDA

- I. **Call to Order**
- II. **Roll Call**
- III. **Public Comment on Matters Not on the Agenda**
- IV. **Approval of April 22, 2026, Board Meeting Minutes: *Motion to Approve***
- V. **Executive Committee Report** – Tyron Hampton
 - FY 2027 Board Committees
 - Facilities Ad Hoc Committee – Facilities Future Needs
 - Watch Party – Mexico vs Czechia
- VI. **Waterproofing the Civic Plaza and Interior patching and Painting at the Pasadena Civic Auditorium.** Michael Ross, CEO: *Motion to Approve*

It is recommended that the PCOC Board:

Find that the proposed action is exempt from the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Section 15301 (Existing Facilities).

Accept the proposal dated August 13, 2025, submitted by Spectra in response to the plans and specifications for the Restoration of the Civic Auditorium Phase 4, which includes additional waterproofing the Civic Plaza and interior patching and painting. Authorize the CEO to enter into a contract for an amount not-to-exceed \$450,000 which includes the base contract amount (\$400,000) and a contingency of (\$50,000) to provide for any necessary change orders.

Grant the proposed contract an exemption from Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049 (B) contracts for which the PCOC’s best interest are served.

[Staff Report Attached](#)

- VII. **Ballroom Lighting Upgrade to Energy Efficient LED Fixtures and Control Panel.** Michael Ross, CEO: *Motion to approve*

It is recommended that the PCOC Board:



Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301 (Existing Facilities).

Accept the proposal dated April 15, 2026, submitted by GonLED in response to the plans and specifications for the Ballroom Lighting Upgrade to Energy Efficient LED Fixtures and Control Panel and Authorize the CEO to enter into a Contract with GonLED in the amount of \$1,501,891.01 for the Ballroom Lighting Upgrade. Competitive Bidding is not required pursuant to City Charter Section 1002(H) contracts with other governmental entities; and

Grant the proposed contract with GonLED an exemption from the Competitive Bidding Process set forth in the Competitive Bidding and Purchasing Ordinance pursuant to the Pasadena Municipal Code Section 4.08.049(B), contracts where the best interests of the City are served.

[Staff Report Attached](#)

VIII. Directors Reports

- Financial Report, May 2026 – Eric Happe: *Motion to Approve*
- Sales - Center, Civic, CVB - Kristin McGrath
- Marketing Update - Christine Susa
- Operations – Naz Sabripour
- Ice Rink - Michael Ross

IX. Chief Executive Officer Report - Michael Ross

- FY 2027 Budget Approval Update

X. Tournament of Roses Report - David Eads, CEO

XI. Adjournment - Next meeting is Wednesday September 23, 2026 at 4:00 pm

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Tyron Hampton, Chair, Board of Directors

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Margie Christ, Recording Secretary