



## **EXECUTIVE COMMITTEE MEETING**

Wednesday March 25, 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](mailto: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.



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Wednesday March 25, 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. Adjournment:** Next Meeting is Wednesday, April 22, 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", is positioned above a horizontal line.

*Tyron Hampton, Chair, Board of Directors*

I HEREBY CERTIFY that this Agenda, in its entirety, was posted on the Internet at [www.pasadenacenter.com](http://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", is positioned above a horizontal line.

*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, March 25, 2026 at 4:00 pm  
Pasadena Convention Center, Room 211  
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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**AGENDA**

- I. **Call to Order**
- II. **Roll Call**
- III. **Public Comment on Matters Not on the Agenda**
- IV. **Approval of January 28, 2025, Board Meeting Minutes: *Motion to Approve***
- V. **Executive Committee Report – Kim Burbank**
- VI. **FY 2026 Revised Budget - Michael Ross: *Motion to Approve***
- VII. **Directors Reports**
  - Financial Report, February 2026 – Eric Happe: *Motion to Approve*
  - Sales - Center, Civic, CVB - Kristin McGrath
  - Marketing Update - Christine Susa
  - Operations – Naz Sabripour
  - Ice Rink - Michael Ross
- VIII. **Chief Executive Officer Report - Michael Ross**
  - FY 2027 Budget - City Manager Review – March 31, 2026
  - PCOC Finance Committee Meeting, April – FY 2027 Budget
- IX. **Tournament of Roses Report - David Eads, CEO**
- X. **Adjournment - Next meeting is Wednesday April 22, 2026 at 4:00 pm**

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*Tyron Hampton, Chair, Board of Directors*

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*Margie Christ, Recording Secretary*