



EXECUTIVE COMMITTEE MEETING

Wednesday January 28, 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.

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AGENDA

- I. **Call to Order**
- II. **Roll Call**
- III. **Public Comment on Matters Not on the Agenda**
- IV. **Approval of Executive Committee Meeting Minutes:**
 - December 3, 2025: *Motion to Approve*
- V. **CEO Report** - Michael Ross
 - LA28 Olympic Update
- VI. **Board Agenda**
- VII. **Adjournment:** Next Meeting is Wednesday, March 25, 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, December 3, 2025
3:00 p.m.

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

I. Call to Order

Chair Tyron Hampton called the December 3, 2025 Pasadena Center Operating Company (PCOC) Executive Committee Meeting to order at 3:07 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
Christine Susa, Director of Marketing
Eric Happe, Director of Finance

III. Public Comments

(None submitted)

IV. Approval of June 25, 2025 Executive Committee Meeting Minutes:

A motion was made by Kim Burbank and seconded by Pat Amsbry to approve the minutes of the June 25, 2025 meeting. The motion carried unanimously.

V. CEO Report - Michael Ross

Michael Ross talked about the revised budget for Fiscal Year 2026. He said that there was not a lot of change from the approved budget, primarily due to the fact that TOT and TBID revenues have only be made available by the City through September. He also reminded the group that operating rental revenue in FY 2026 would be lower than in FY 2025 because America's Got Talent contracted for less space than usual. He said that they had committed through their 2026 season which runs in FY 2027.

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

Kim Burbank

Chair, Board of Directors

Secretary, Board of Directors

Respectfully submitted by:

Margie Christ, Recording Secretary

Date