



MEETING OF THE BOARD OF DIRECTORS
Wednesday, January 24, 2024 at 4:00 pm – Room 211

AGENDA

Board of Directors

Tyron Hampton, Chair
Phil Hosp, Vice-Chair
Kim Burbank, Treasurer
Joseph Titizian, Secretary
Joan Aarestad
Pat Amsbry
Scott Boone
David Eads
Dave Klug
Eleanor Lee
Jeff Michael
Blair Salisbury
Dan Stenz

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.



MEETING OF THE BOARD OF DIRECTORS
Wednesday, January 24, 2024 at 4:00 pm – Room 211

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Public Comment on Matters Not on the Agenda**
- IV. Approval of September 27, 2023 Board Meeting Minutes: *Motion to Approve***
- V. Executive Committee Report - Tyron Hampton**
- VI. FY 2023 Audit – Lance, Soll & Lunghard, LLP, Brandon Young, Partner, and Christian Townes, Partner: *Motion to Accept***
- VII. Restoration of the façade and stairs, including waterproofing and painting of the Civic Auditorium – Michael Ross, CEO: *Motion to Approve***

It is recommended that the PCOC Board:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301 (Existing Facilities);
2. Accept the proposal dated December 21, 2023, submitted by Spectra Company in response to the plans and specifications for the Restoration of the Civic Auditorium façade including waterproofing and painting and replacement of the exterior stairs and reject all other proposals, and authorize the CEO to enter into a contract for an amount not-to-exceed \$1,289,618.29, which includes the base contract amount (\$1,172,380.29) and a contingency of 10% (\$117,238.00) to provide for any necessary change orders.

VIII. Directors Reports

- Financial Report, December 2023 - Phuong Wong: *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**
- X. **Tournament of Roses Report – David Eads, CEO**
- XI. **Rose Bowl Operating Company Report – Aaron Milam**
- XII. **Adjournment:** Next meeting: Wednesday March 27, 2024 at 4:00 pm

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, posted on the City of Pasadena rotunda area bulletin board at 100 N. Garfield Ave., and on www.pasadenacenter.com.

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

Margie Christ, Recording Secretary