

#### REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, September 27, 2023 at 4:00 pm Pasadena Convention Center – Room 211 300 East Green Street, Pasadena, CA 91101

#### **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
Mike Owen

#### 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, September 27, 2023 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 June 28, 2023 Board Meeting Minutes: Motion to Approve
- V. Executive Committee Report Tyron Hampton
- VI. Directors Reports
  - Financial Report, August 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
  - Civic waterproofing and painting Project
  - Upcoming Events
- X. Tournament of Roses Report David Eads, CEO
- XI. Rose Bowl Operating Company Report Aaron Milam
- XII. Adjournment: Next meeting: Wednesday December 16, 2023 at 4:00 pm

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



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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.

Margie Christ, Recording Secretary

Margie Clist



Convention Center
Civic Auditorium
Ice Skating Center
Convention & Visitors Bureau

#### **OFFICIAL MINUTES**

#### **BOARD OF DIRECTORS MEETING**

Wednesday, June 28, 2023 4:00 p.m.

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

#### I. Call to Order:

Chairman Tyron Hampton, called the June 28, 2023, Pasadena Center Operating Company (PCOC) Board of Directors Special Meeting to order at 4:12 p.m.

#### II. Roll Call:

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

#### **Board Members**

Tyron Hampton, Chair

Phil Hosp Vice-Chair

Paul Leclerc, Treasurer (absent)

Joseph Titizian, Secretary (absent)

Joan Aarestad

Pat Amsbry

Scott Boone

David Eads

Kim Burbank

Dave Klug

Eleanor Lee

Jeff Michael (absent)

Blair Salisbury

Dan Stenz

Mike Owen

#### **PCOC Staff**

Michael Ross. CEO

Kristin McGrath, CVB Executive Director

Naz Sabripour, Convention Center Executive Director

Phuong Wong, *Director of Finance (absent)* 

Margie Christ, *Director of Human Resources* 

Christine Susa, *Director of Marketing & Communications* (absent)

#### **RBOC**

Aaron Milam, RBOC Representative (absent)

#### **City Staff**

Lesley Cheung, Assistant Attorney, City of Pasadena

#### III. Public Comment On Matters Not On the Agenda

(None)

#### IV. Approval of June 28, 2023 Board of Directors Meeting Minutes

It was moved by Phil Hosp and seconded by Joan Aarestad, to approve the June 28, 2023, Board of Directors Meeting Minutes as submitted. The motion unanimously carried. *Absent: Paul LeClerc; Jeff Michael; Joe Titizian.* 

#### V. Executive Committee Report – Tyron Hampton

- FY24 Board Committees
  - Pat Amsbry Executive Committee: Motion to Approve
     It was moved by Phil Hosp and seconded by Joan Aarestad, to accept Pat Amsbry as a new member of the Executive Committee. The motion unanimously carried. Absent: Paul LeClerc; Jeff Michael; Joe Titizian.

#### Current Assignments

 Tyron Hampton told the Board of Directors that Phil Hosp, Paul LeClerc and Blair Salisbury are scheduled to be transitioning off the board. He explained that Paul LeClerc is retiring in September.

#### CEO Review

 Tyron Hampton told the Board of Directors that the committee had completed the FY 2023 CEO review, and that it was available to any member who requested it.

#### VI. Directors Reports

#### • Financial Report, May 2023 - Michael Ross

In Phuong Wong's absence, Michael Ross provided an update on the PCOC financials. Operating revenue through May, 2023 was \$11.97 million, which was \$1.8 million better than budget. Operating expenses were \$7.8 million, \$625,000 better than budget. Net operating income was \$4.2 million which was \$2.4 million better than budget.

TOT revenue collected through May, 2023 was \$10.7 million which was \$601,000 better than budget. Debt service expense was \$10.7 million, which was \$25,000 better than budget. The result was break even, which is \$626,000 better than budget.

TBID assessment was \$3.7 million which was \$277,000 better than budget. CVB expenses were \$2.6 million, resulting in a net gain of \$1.1 million which was \$300,000 better than budget.

The total net gain for the company was \$5 million, which was \$3.4 million better than budget.

There being no questions, it was moved by Pat Amsbry and seconded by Scott Boone, to approve the March 31, 2023, financial audit as presented. The motion unanimously carried. *Absent: Paul LeClerc; Jeff Michael; Joe Titizian.* 

#### Sales – Kristin McGrath

Kristin McGrath, Executive Director of the CVB directed the Board of Directors to the information previously provided about the CVB, Center and Civic Auditorium activity. She said that definite hotel room nights achieved to date in FY23 are 30,847 to an annual goal of 40,000 (77%). Further, she said 18 new leads, equaling 18,764 room nights over the next 24 months, were issued to the hotel community in May and June. She noted that ADR continues to be healthy. Kristin directed the Board's attention to several pages in the meeting package that had been sent previously, about the variety of activities the CVB sales team has had in recent months.

There were some questions regarding activity that Kristin McGrath addressed.

#### Marketing Update – Christine Susa

Kristin McGrath directed the Board to the information previously provided about marketing and communications efforts. She reviewed some of the activities of the sales and marketing teams for the CVB.

#### • Operations – Naz Sabripour

Naz Sabripour, Executive Director of the Convention Center, directed the Board directors' attention to the materials that had previously been provided. She reviewed the highlights with the group.

#### • Ice Rink - Michael Ross

Michael Ross, CEO reported that the Ice Rink activity has continued to be very strong. He directed the Board to the information previously provided about the ice rink.

#### VII. Chief Executive Officer Report - Michael Ross, CEO

#### TBID Collection Update

Michael Ross explained that the City of Pasadena has a relationship with AirBNB, and so collection of the TOT assessment and new TBID taxes on those short term rentals would be managed by the City's system already in place. Michael Ross said however that the City does not have relationships with other short term rental platforms such as VRBO, so the owners are responsible for quarterly reporting and payment of taxes on the honor system. Those amount to about 30% of all short term rentals. Michael Ross said that in the Executive Committee meeting held earlier, a discussion ensued about how to resolve this situation. He said that suggestions were made including partnering closely with the Home Sharing Network which has relationships with many of these short term rental owners.

#### VIII. Tournament of Roses Report - David Eads, CEO

David Eads reported that planning for the Rose Parade and the Rose Bowl Game were in process and would be wrapped up by September in time for execution of the plans.

#### IX. RBOC Report – Aaron Milam

There was no RBOC report.

#### X. Adjournment

On order of the Chair, the Board Meeting adjourned at 5:30 p.m.

| Approved for the Board of Directors By: |   |
|---|---|
| Tyron Hampton Chair, Board of Directors | Joe Titizian<br>Secretary, Board of Directors |
| Respectfully submitted by:              | occietary, board of birectors                 |
|   |   |
| Margie Christ, Recording Secretary      | Date  |

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| DA CADENA   | ,   | V t- [   | <b>-</b> - 4 - | Thursday  |    |   |                | <b>A</b>  | - 4 000                               |   | ,   |           |  |
|---|---|--|----------------|---|----|---|----------------|---|---------------------------------------|---|---|-----------|--|
| PASADENA<br>CENTER OPERATING COMPANY  | /   | Year - to - [  | Jate           | Inrough   |    |   |                | Augu  | St 202                                | 23  | /   |           |  |
|   |   | Actual   |                | Pudget  |    | ctual vs.<br>Budget   |                | Prior Year  | _                                     | Y vs. PY  | % Change<br>CY vs. PY                                 | P.        | FY 2023<br>vised Budget  |
|   |   | Actual   |                | Budget  |    | / / (unfav)   |                | FIIOI TEAI  |                                       | v / (unfav)   | CT VS. FT   | 1/6       | vised budget   |
| Operating Revenue   |   |  |                |   | ,  | , (amar)  |                |   | , u                                   | v, (amav)   |   |           |  |
| Convention Center   | \$  | 335,000  | \$             | 317,000   | \$ | 18.000  | \$             | 341,000   | \$                                    | (6.000)   | -1.8%   | \$        | 2,380,000  |
| Other rentals & Commissions   | <u>                                    </u> | 178,000  | _              | 278,000   |    | (100,000)   | _              | 184,000   |                                       | (6,000)   | -3.3%   |           | 2,085,000  |
| Subtotal Center revenue   |   | 513,000  |                | 595,000   |    | (82,000)  |                | 525,000   |                                       | (12,000)  | -2.3%   |           | 4,465,000  |
| Civic Auditorium & Facility Fees  |   | 38,000   |                | 177,000   |    | (139,000)   |                | 64,000  |                                       | (26,000)  | n/a   |           | 1,330,000  |
| Food Service Commission   |   | 185,000  |                | 120,000   |    | 65,000  |                | 47,000  |                                       | 138,000   | 293.6%  |           | 900,000  |
| Parking Garage  |   | 253,000  |                | 240,000   |    | 13,000  |                | 180,000   |                                       | 73,000  | 40.6%   |           | 1,800,000  |
| Ice Skating Center  | l   | 483,000  |                | 400,000   |    | 83,000  |                | 518,000   |                                       | (35,000)  | -6.8%   |           | 3,000,000  |
| Total Operating Revenues  |   | 1,472,000  |                | 1,532,000   |    | (60,000)  |                | 1,334,000   |                                       | 138,000   | 10.3%   |           | 11,495,000   |
| Investment Earnings   | _   |  | _              |   |    |   | _              |   |                                       | <u> </u>  | #DIV/0!   |           | 25,000   |
| Total Revenues:   | <b>II</b>                                   | 1,472,000  |                | 1,532,000   |    | (60,000)  | _              | 1,334,000   |                                       | 138,000   | 10.3%   |           | 11,520,000   |
| Center Operating Expenses   |   |  |                |   |    |   |                |   |                                       |   |   |           |  |
| Convention Center   |   | 1,021,000  |                | 1,236,000   |    | 215,000   |                | 891.000   |                                       | (130,000)   | -14.6%  |           | 7,989,000  |
| Parking Garage  |   | 44,000   |                | 59,000  |    | 15.000  |                | 39,948  |                                       | (4,052)   | -10.1%  |           | 396,000  |
| Ice Skating Center  |   | 291,000  |                | 305,000   |    | 14,000  |                | 259,000   |                                       | (32,000)  | -12.4%  |           | 1,947,000  |
| Total Center Operating Expense  |   | 1,356,000  |                | 1,600,000   |    | 244,000   |                | 1,189,948   |                                       | (166,052)   | -14.0%  |           | 10,332,000   |
| Operating Beaulter  |   |  |                |   |    |   |                |   |                                       |   |   |           |  |
| Operating Results:  |   | 116,000  |                | (68,000)  |    | 184,000   |                | 144,052   |                                       | (28,052)  | -19.5%  |           | 1,188,000  |
| Debt Service - Loans  |   | 116,000  |                | (68,000)  |    | 184,000<br>-  |                | <b>144,052</b><br>31,000  |                                       | <b>(28,052)</b><br>31,000   | <b>-19.5%</b><br>100.0%                               |           | <b>1,188,000</b> 275,000   |
| -   | \$  | 116,000<br>-<br>116,000  | \$             | (68,000)<br>-<br>(68,000)   | \$ | 184,000<br>-<br>184,000   | \$             | •   | \$                                    | ( , ,   |   | \$        |  |
| Debt Service - Loans  | \$  | <u>-</u>   | \$             |   | \$ |   | \$             | 31,000  | \$                                    | 31,000  | 100.0%  | \$        | 275,000  |
| Debt Service - Loans  | \$  | <u>-</u>   | \$             |   | \$ |   | \$             | 31,000  | \$                                    | 31,000  | 100.0%  | \$        | 275,000  |
| Debt Service - Loans Net Gain/(Loss)  | \$  | <u>-</u>   | \$             |   | \$ |   | \$             | 31,000  | \$                                    | 31,000  | 100.0%  | \$        | 275,000  |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  | \$  | 116,000  | \$             | (68,000)  | \$ |   | \$             | 31,000<br>113,052   | \$                                    | 31,000<br><b>2,948</b>  | 100.0%<br><b>2.6</b> %                                | \$        | 275,000<br><b>913,000</b>  |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax   | \$  | -<br>116,000<br>2,110,000  | \$<br>\$       | -<br>(68,000)<br>2,110,000  | \$ | -<br>184,000<br>-   | \$             | 31,000<br>113,052<br>1,868,000  | \$                                    | 31,000<br>2,948<br>242,000  | 100.0%<br><b>2.6%</b>                                 | \$        | 275,000<br><b>913,000</b><br>11,832,000  |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)   |   | 2,110,000<br>1,790,000   |                | -<br>(68,000)<br>2,110,000<br>2,013,000   |    | -<br>184,000<br>-<br>223,000  | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000   | · · · · · · · · · · · · · · · · · · · | 31,000<br><b>2,948</b><br>242,000<br>(454,000)  | 100.0%<br><b>2.6%</b><br>13.0%<br>-34.0%              |           | 275,000<br><b>913,000</b><br>11,832,000  |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau   |   | 2,110,000<br>1,790,000<br>320,000  |                | -<br>(68,000)<br>2,110,000<br>2,013,000<br>97,000                                 |    | -<br>184,000<br>-<br>223,000<br>223,000                                 | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000                                  | · · · · · · · · · · · · · · · · · · · | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)                                     | 13.0%<br>-34.0%<br>-39.8%                             |           | 275,000<br><b>913,000</b><br>11,832,000<br>11,832,000                                    |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  |   | 2,110,000<br>1,790,000<br>320,000  |                | 2,110,000<br>2,013,000<br>97,000  |    | -<br>184,000<br>-<br>223,000<br>223,000                                 | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000                                  | · · · · · · · · · · · · · · · · · · · | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)                                     | 13.0%<br>2.6%<br>13.0%<br>-34.0%<br>-39.8%            |           | 275,000<br><b>913,000</b><br>11,832,000<br>11,832,000<br>-<br>4,000,000                  |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  Convention Visitors Bureau Expenses   |   | 2,110,000<br>1,790,000<br>320,000<br>725,000<br>455,000                            |                | 2,110,000<br>2,013,000<br>97,000<br>667,000<br>569,000                            |    | -<br>184,000<br>-<br>223,000<br>223,000<br>58,000<br>114,000            | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000<br>625,000<br>306,000            | · · · · · · · · · · · · · · · · · · · | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)                                     | 13.0%<br>-34.0%<br>-39.8%                             |           | 275,000<br><b>913,000</b><br>11,832,000<br>11,832,000<br>-<br>4,000,000<br>3,750,000     |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  |   | 2,110,000<br>1,790,000<br>320,000  |                | 2,110,000<br>2,013,000<br>97,000  |    | -<br>184,000<br>-<br>223,000<br>223,000                                 | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000                                  | · · · · · · · · · · · · · · · · · · · | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)                                     | 13.0%<br>2.6%<br>13.0%<br>-34.0%<br>-39.8%            |           | 275,000<br><b>913,000</b><br>11,832,000<br>11,832,000<br>-<br>4,000,000                  |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  Convention Visitors Bureau Expenses  Net Gain / (Loss)                            |   | 2,110,000<br>1,790,000<br>320,000<br>725,000<br>455,000                            | \$             | 2,110,000<br>2,013,000<br>97,000<br>667,000<br>569,000                            | \$ | -<br>184,000<br>-<br>223,000<br>223,000<br>58,000<br>114,000            | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000<br>625,000<br>306,000            | \$                                    | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)<br>100,000<br>(149,000)             | 13.0%<br>-34.0%<br>-39.8%                             | \$        | 275,000<br><b>913,000</b><br>11,832,000<br>11,832,000<br>-<br>4,000,000<br>3,750,000     |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  Convention Visitors Bureau Expenses  Net Gain / (Loss)                            | \$ \$                                       | 725,000<br>455,000   | \$             | (68,000)  2,110,000 2,013,000 97,000  667,000 569,000 98,000                      | \$ | -<br>184,000<br>-<br>223,000<br>223,000<br>58,000<br>114,000<br>172,000 | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000<br>625,000<br>306,000<br>319,000 | \$                                    | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)<br>100,000<br>(149,000)<br>(49,000) | 100.0% 2.6%  13.0% -34.0% -39.8%  16.0% -48.7% -15.4% | <u>\$</u> | 275,000<br>913,000<br>11,832,000<br>11,832,000<br>-<br>4,000,000<br>3,750,000<br>250,000 |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  Convention Visitors Bureau Expenses  Net Gain / (Loss)  Total PCOC  Total Revenue |   | -<br>116,000<br>2,110,000<br>1,790,000<br>320,000<br>725,000<br>455,000<br>270,000 | \$             | -<br>(68,000)<br>2,110,000<br>2,013,000<br>97,000<br>667,000<br>569,000<br>98,000 | \$ | -<br>184,000<br>-<br>223,000<br>223,000<br>58,000<br>114,000<br>172,000 | \$<br>\$<br>\$ | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000<br>306,000<br>319,000            | \$                                    | 31,000<br>2,948<br>242,000<br>(454,000)<br>(212,000)<br>100,000<br>(149,000)<br>(49,000)        | 100.0% 2.6%  13.0% -34.0% -39.8%  16.0% -48.7% -15.4% | \$        | 275,000<br>913,000<br>11,832,000<br>11,832,000<br>-<br>4,000,000<br>3,750,000<br>250,000 |
| Debt Service - Loans  Net Gain/(Loss)  TOT / Bonds Debt Services  Transient Occupancy Tax  Debt Services & Allowance  Net Gain / (Loss)  Convention Visitors Bureau  TBID Assessment  Convention Visitors Bureau Expenses  Net Gain / (Loss)                            | \$ \$                                       | 725,000<br>455,000   | \$             | (68,000)  2,110,000 2,013,000 97,000  667,000 569,000 98,000                      | \$ | -<br>184,000<br>-<br>223,000<br>223,000<br>58,000<br>114,000<br>172,000 | \$             | 31,000<br>113,052<br>1,868,000<br>1,336,000<br>532,000<br>625,000<br>306,000<br>319,000 | \$                                    | 31,000<br><b>2,948</b><br>242,000<br>(454,000)<br>(212,000)<br>100,000<br>(149,000)<br>(49,000) | 100.0% 2.6%  13.0% -34.0% -39.8%  16.0% -48.7% -15.4% | <u>\$</u> | 275,000<br>913,000<br>11,832,000<br>11,832,000<br>-<br>4,000,000<br>3,750,000<br>250,000 |



#### **Capital Improvements Programs**

#### Fiscal Year 2024

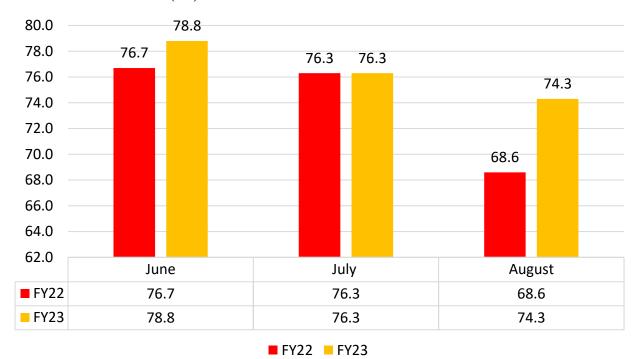
| Projects   | Location | Budget Amount | 8/31/23<br>Actual Amount | Over / (Under) | Status |
|--|----------|---------------|--------------------------|----------------|--------|
| Exterior Waterproofing / Painting Civic exterior  General Facility Maintenance Repair including Civic, Ice Rink, Conference Ctr, Exhibition Hall | Civic    | 2,300,000.00  | <del>-</del>             | (2,300,000.00) |        |
| and Waterproofing / Painting Civic exterior  | General  | 200,000.00    |                          | (200,000.00)   |        |
|  |          | 2,500,000.00  |                          | (2,500,000.00) |        |

Notes: (1)

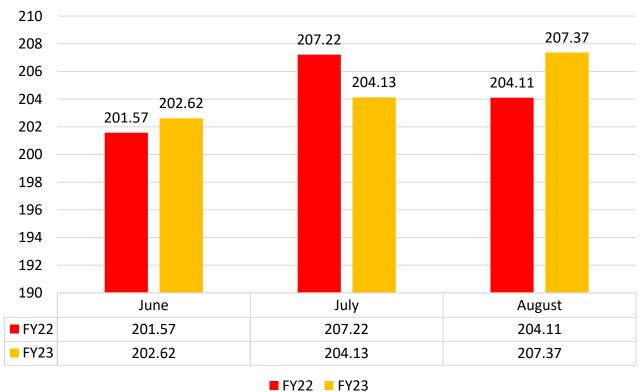


## DIRECTORS REPORT VISIT PASADENA UPDATE

### **HOTEL OCCUPANCY (%)**



### **HOTEL ADR (AVERAGE DAILY RATE \$)**



Source: STR



# DIRECTORS REPORT SALES

### **CVB**

July 1 – September 20 Bookings: 24 bookings; 6855 total room nights 12 of the 24 bookings are repeat clients YTD 17% to FY24 goal of 40,000 total room nights (6855 rooms)

#### Highlights:

- Cognitive Development Society March 2024, 815 total rooms
- Solution Tree RTI at Work Institute Nov 2023, 819 total rooms
- SCaLE:Linux Expo March 2024, 669
- Flowserve Corp Sept 2024, 320 total room night

### July 1 – Sept 20th New Leads:

59 new leads; 35,561 total room nights

#### Highlights:

- Power Morphicon 2024 August 2024, 1256 total rooms
- Fuel Cell Seminar Feb 2025, 1087 total rooms
- California Speech Language Hearing March 2025, 1450 total rooms
- Am Soc for Pharmacology and Experimental Therapeutics, April 2025, 2180 total rooms

### **CONVENTION CENTER**

#### Definite Bookings (39):

#### Highlights:

- Green Technology, October 2023
- Institute of Heating & Air Conditioning Industries, Nov 2023
- Notary Assn, October, Nov and Dec 2023
- CheerPros, January 2024
- 7-11 Franchise Owners Assn of SoCal, April 2023
- NY Empire State Tattoo, Sept 2024

### **CIVIC AUDITORIUM**

#### **Definite Bookings (13):**

#### Highlights:

- Hong Tao Tze Foundation, October 2023
- Live Nation, October 2023
- Breeders' Cup Post Position Draw, November 2023
- Gay Men's Chorus of LA, June 2024









# DIRECTORS REPORT SALES

#### CONTRACTED ROOM NIGHTS & ACTIVE LEADS 2015-2027



#### **NOTES:**

- While this chart notes room night activity in calendar year format, please note that we ended FY23
  (July 1, 2022 June 30, 2023) with 35,797 total definite room nights booked 87% to goal. Details
  are available in our FY23 TBID Annual report.
- Future pace is stronger now than a year ago. In Sept 2022, we had 10,263 definite room nights on the books for 2023. As of Sept 1, 2023, we have 13,368 total rooms already definite for 2024.
- Future lead pace is also stronger than a year ago. In Sept 2022, the lead funnel for 2024 was 21,316 total room nights. This year, looking forward to 2025, we have 31,598 total rooms in the pipeline.



# DIRECTORS REPORT SALES

#### CESSE LEADERSHIP CONFERENCE

Matt Hourihan represented Pasadena at the Annual CESSE (Council of Engineering and Scientific Societies Executives) Leadership Conference, July 11-13, in Detroit, MI. Engineering and Scientific association is a key vertical for Pasadena, as it aligns perfectly with our local intellectual capital. Historically we have had a strong working relationship with CESSE, but this was our first in-person CESSE event post-pandemic. In addition to meeting with several scientific assn leaders, we sponsored a Board Breakfast that included podium time during the conference.

#### **CVENT CONNECT**

Visit Pasadena added Cvent Connect to their annual tradeshow schedule for the first time in FY24. Debbie Vail conducted 14 scheduled appointments and 13 "drop by" conversations for a total of 27 client interactions during the five-hour tradeshow that took place on July 26th. Based on the quality of the planners in attendance, we will plan to attend again in FY25 and schedule an additional person to staff the booth to assist with "walk-up" foot-traffic. The evening prior to the tradeshow, Visit Pasadena was honored for being selected as a 2023 Hospitality Professional Excellence Awards Finalist.

#### **ASAE EXPO**

Visit Pasadena was joined by the Westin Pasadena at the annual meeting and expo of the American Society of Association Executives. The event took place in Atlanta over the dates of August 5-8. Pasadena was one of the 603 exhibitors at the conference. We made contact and had conversation with 67 event planners and have received 3 Requests for Proposals as of mid-Sept.









## PRSA TRAVEL & TOURISM CONFERENCE

Anna Yan attended the PRSA Travel and Tourism Conference held in Madison, WI, where she joined key media and other PR professionals to discuss the dynamic shifts in the realms of media and public relations. The event included pitching sessions, networking, and educational media workshops for attendees.

## SOCIETY OF AMERICAN TRAVEL WRITERS ANNUAL CONVENTION

Anna Yan also attended the Society of American Travel Writers Annual Convention in Puerto Rico. This was a great opportunity for Visit Pasadena to participate and network with experienced and influential journalists, PR experts and other destination marketers. Anna met one on one with 21 journalists.

## US TRAVEL'S EDUCATIONAL SEMINAR FOR TOURISM ORGANIZATIONS

Christine Susa and Anna Yan attended U.S. Travel Association's Educational Seminar for Tourism Organizations (ESTO) in Savannah. ESTO is the leading national form where destination marketing professionals walk away with critical tools, tips and information to help them better market and grow their destinations.

#### **CALTRAVEL SUMMIT**

Christine Susa also attended the CalTravel Summit in Monterey. CalTravel is the influential, unified advocacy voice for the travel and tourism industry in California. Their mission is to protect and advance the interests and investments of the industry through advocacy, collaboration, and education.







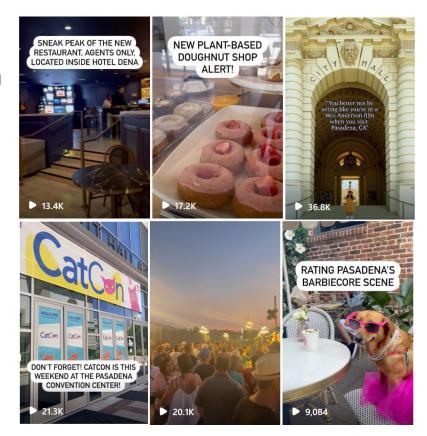


#### **SOCIAL MEDIA**

Visit Pasadena is continuing to evolve its social media tactics, utilizing weekly reels (video) and collaborator posts to highlight events, showcase diversity, and campaigns around the city as well as new happenings at local institutions and districts:

#### **REEL HIGHLIGHTS**

- · Colorado St. Bridge Party
  - 20.1k views
  - 989 likes
- Catcon
  - 21.3k views
  - 587 views
- Hello You're Welcome
  - 17.2k views
  - 572 likes
- Agents Only Bar at Hotel Dena
  - 13.4k views
  - 450 likes
- Pasadena Barbiecore
  - 9k views
  - 403 likes
- Wes Anderson Series (3 videos)
  - 80.2k views
  - 3.250 likes



|                      | July    | Aug     | FYTD    |
|----------------------|---------|---------|---------|
| Website<br>Pageviews | 178,323 | 134,412 | 312,735 |
| Website<br>Users     | 89,028  | 68,722  | 157,750 |

### **DIGITAL STATS JULY - AUGUST, 2023**

|                                  | Audience | Net Audience<br>Growth | Published<br>Posts | Impressions | Engagements | Engagement<br>Rates              | Video<br>Views |
|----------------------------------|----------|------------------------|--------------------|-------------|-------------|----------------------------------|----------------|
| All<br>Platforms                 | 70,548   | 1,518<br>(2.2% growth) | 277                | 1,942,234   | 76,673      | 3.9%                             | 313,334        |
| Instagram –<br>Visit<br>Pasadena | 31,025   | 803<br>(2.6% growth)   | 123                | 522,443     | 21,266      | <b>4.1%</b> (.91% industry rate) | 191,217        |
| Facebook –<br>Visit<br>Pasadena  | 26,700   | 129<br>(.5% growth)    | 46                 | 354,074     | 11,538      | 3.3%<br>(.19% industry rate)     | 14,611         |



#### **ADVERTISING**

#### **MAKE TIME FOR PASADENA - FALL CAMPAIGN**

Utilizing Datafy, Visit Pasadena continued a smaller scale of the Make Time for Pasadena advertising program that was first launched this spring. This round of campaign imagery mainly focuses on events and outdoor/scenic views. Ads are sorted into two sections – prospecting and retargeting ads.

#### **UCLA FOOTBALL CAMPAIGN**

Extending upon the previous, "Make Time campaign," Visit Pasadena partnered with Perceptiv group to create an advertising campaign focused on UCLA football game attendees. Dynamic ads were geotargetted and interest-based with messaging that encourages audiences to make time for friends, family, relaxation, etc. In Pasadena.















#### WEBSITE CONTENT

- How to do UCLA Bruins Football at the Rose Bowl Stadium like a local
- How to attend the America's Got Talent Live Shows in Pasadena
- 15 Best Things to Do in Pasadena
- · Passion for Brewing: Meet Cerveceria Del Pueblo
- · Masterful Maestro: Meet Maestro
- Setting The Table: Meet Agnes
- Guide to the 40th Breeders' Cup World Championships
- Oppenheimer's Pasadena: A Curious Itinerary
- · Where To Go For a Picnic in Pasadena
- (Updated) The Best Wine Bars and Wine Tasting Experiences in Pasadena
- (Updated) The Scoop on Pasadena's Ice Cream Scene
- (Updated) Catch the Game at These Pasadena Sports Bars
- The Ultimate Game Day Guide to Soccer at the Rose Bowl Stadium





#### PRESS RELEASES

- Pasadena Convention Center Welcomes JPL and the City of Pasadena's High-Tech Conference
- America's Got Talent brings talented performers and fans to the Pasadena Civic Auditorium
- PCOCs leadership elected to BODs of global industry associations in tourism and venue management
- Welcoming the International Geoscience Remote Sensing Symposium





Can Visit in October

#### MEDIA COVERAGE

Visit Pasadena produced 27 media placements in July and August, resulting in 49,858,828 media impressions.

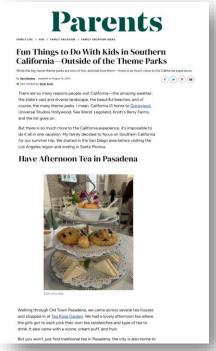
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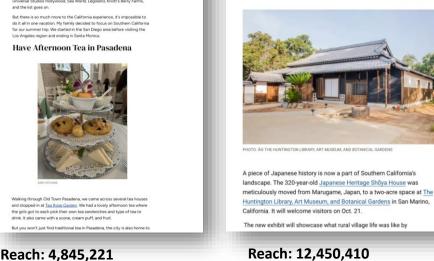
TRAVEL+

LEISURE

This 320-year-old Rural Village Home Was Moved From Japan to California - and You





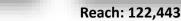


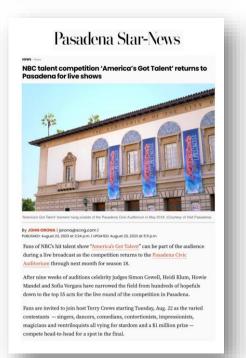


Reach: 12,450,410



Reach: 172,064

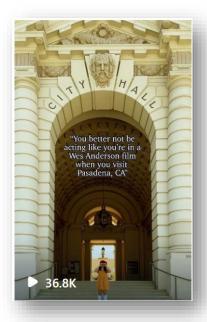






Reach: 144,216

#### HOSTED CREATORS & JOURNALISTS



#### CREATORS: LOCAL ADVENTURER

Visit Pasadena worked with **Local Adventurer** creators Jacob Fu and Esther Lee on a hosted creator trip to generate three Wes Anderson-themed Instagram reels, which were posted as a collab with @visitpasadena. The traveling duo also produced an SEO optimized blog post entitled "<u>Top 15</u> <u>Things to Do in Pasadena</u>" for Visit Pasadena's website, complete with high resolution images.

#### **Reel Collaboration Results:**

- Part I (25.8K views, 1,200+ interactions) Included: Pasadena Hotel & Pool, The Huntington Library, OinkMoo Tea Bar, Vroman's Bookstore.
- Part II (36.9K views, 1,600+ interactions) Included: Architecture of Pasadena, Pasadena City Hall, Pasadena Civic Auditorium
- Part III (17.7K views, 600 + interactions) Included: The Langham Huntington, The Royce Restaurant



#### JOURNALIST: SARI HITCHINS, PARENTS MAGAZINE

Visit Pasadena hosted journalist Sari Hitchins and her family for confirmed placements in **Parents Magazine**.

#### **Results:**

- Parents Magazine <u>Picky Eaters on Vacation</u> (Mention of Agnes, 4.8 M impressions)
- Parents Magazine <u>11 Fun Things to Do With Kids in Southern</u>
   <u>California</u> (4.8 M impressions)



#### JOURNALIST: MELISSA PERDIGAO, TORONTO STAR/THE KIT

Visit Pasadena hosted Toronto Star journalist Melissa Perdigao at the Langham Huntington Pasadena for a story about Barbiecore travel, which published in advance of the movie.

#### **Results:**

- Toronto Star <u>I embraced peak Barbiecore and headed to California for</u> a deliciously pink travel adventure (6.2M impressions)
- The Kit My Deliciously Pink California Barbie Travel Adventure (145K impressions)



#### HOSTED CREATORS & JOURNALISTS



#### **BROADCAST: PHOENIX SATELLITE TV**

Visit Pasadena hosted the Phoenix Satellite TV crew for the Rose Bowl Stadium Tours and Soccer Champions Tour match for an episode of Travel Fun Guide.

#### Results:

Phoenix Satellite TV – <u>The Rose Bowl Stadium</u> (500M impressions)



#### JOURNALIST: JOE SILLS, GET LOST PODCAST

Visit Pasadena hosted journalist Joe Sills to record a podcast episode about cycling in Pasadena in the Get Lost Podcast, an award-winning travel podcast. He also freelances for various publications such as Nat Geo, Lonely Planet, Forbes, HGTV, etc. During the trip, we familiarized him with Pasadena's travel capital, where he gathered many story ideas.

#### Results:

- HGTV Confirmed upcoming coverage for Best Places in America to Celebrate Halloween
- Forbes Confirmed upcoming coverage for Hotel Dena
- Get Lost Podcast Episode currently in production, interviews recorded during trip



#### JOURNALIST: ED CONDRAN, SPOKESMAN REVIEW

Visit Pasadena hosted entertainment journalist Ed Condran for a confirmed travel story in the Spokesman Review in advance of the Washington State college football game at the Rose Bowl Stadium. He also freelances for various publications like the Rolling Stone, Washington Times, Yahoo Sports, and Deadspin. During the trip, we familiarized him with the Rose Bowl and sports history in Pasadena, where he gathered many story ideas.

#### **Results:**

- Spokesman Review Confirmed upcoming Pasadena travel story
- Projected stories about Mack Robinson, Ice House Comedy, and more within the year.



#### JOURNALIST: JIAYING GRYGIEL, SEATTLE'S CHILD

Visit Pasadena hosted Seattle journalist JiaYing and her two young children for a family travel story in Seattle's Child. She also freelances for other Washingtonian publications and have stocked up on story ideas for any upcoming editorial opportunities. She's also a photo journalist!

#### Results:

Seattle's Child – Family Friendly Pasadena (137.4K impressions)



### DIRECTORS REPORT CONVENTION CENTER

#### **EVENT STATS**

|           | Number of<br>Events | Attendance        |
|-----------|---------------------|-------------------|
| July      | 12                  | 21,860            |
| August    | 7                   | 12,208            |
| September | 29                  | 30,118 (forecast) |



CatCon 2023

#### FEATURED EVENTS

- 2023 Int'l Geoscience & Remote Sensing Symposium
- · Brick Fest Live!
- State Bar of California July 2023 Exam
- ArtCenter College of Design Graduation Show
- CatCon 2023
- Techno Security & Digital Forensics Conference
- Golden State Tattoo Expo
- 33rd Annual Japanese Food & Restaurant Show
- America's Got Talent Lives



America's Got Talent



#### FACILITY HIGHLIGHTS & UPDATES

- The Engineering Department is in the process of LED retrofitting the Conference Center building meeting rooms.
- 8.92 tons of mixed and organic waste have been diverted in the month of July.
- No proposals were submitted for the Civic Auditorium historic restoration and repair project. We are querying the prospective proposers to see if there is something in the solicitation that can/must be addressed.



# DIRECTORS REPORT ICE SKATING CENTER

#### ICE SKATING CENTER HIGHLIGHTS

- 802 skaters registered for the Summer Semester of skating school group classes.
- Public sessions remained busy as Summer winded down and school schedules began.
- L.A. Kings mascot, Bailey, visited with public session skaters and Little Kings Academy participants.
- 32 players from this year's Little Kings Academy participated in their first tournament in July.
- Adult in-house league crowned division champions for the Spring season and the Fall season began mid-August.
- The Pasadena Ice Skating Center held its annual rink manager, supervisor, and staff meetings to review current policies and procedures and process paperwork needed for the coming new year.
- PISC hosted the annual PCOC Summer Party for all staff and their families. Everyone enjoyed skating, good food, fun games, and the hockey shot contest.







