



## **SPECIAL EXECUTIVE COMMITTEE MEETING**

Thursday, May 20, 2021 at 4:00 pm  
Pasadena Convention Center, Boardroom  
300 East Green Street, Pasadena, CA 91101

### **AGENDA**

#### **PCOC Executive Committee**

Tyron Hampton - Chair  
Archie Purvis - Vice Chair  
Joseph Titizian - Secretary  
Paul Leclerc - Treasurer  
Emina Darakjy  
Phil Hosp

#### **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.

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

PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE FOLLOWING MEETING WILL TAKE PLACE SOLELY BY TELECONFERENCE/VIDEOCONFERENCE.



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**TO ACCESS THE MEETING:**

To join the Zoom meeting from your computer, tablet or smartphone, click:  
<https://zoom.us/j/3621590846?pwd=VlowelhzK2NOMUVrZGZraTBEQ1FUUT09>

-- or --

One tap mobile: +16699006833,,3621590846#,,,,\*242265#  
Phone Number: +1 669 900 6833  
Meeting ID: 362 159 0846  
Passcode: 242265

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

- I. BY SUBMITTING PUBLIC COMMENT OF ANY LENGTH TO [publiccomment@pasadenacenter.com](mailto:publiccomment@pasadenacenter.com) UP TO TWO HOURS PRIOR TO THE START OF THE MEETING. PLEASE BE AWARE THAT, WHILE THESE COMMENTS WILL BE PROVIDED TO THE MEMBERS OF THE BODY AND WILL BECOME PART OF THE MEETING RECORD, THEY WILL NOT BE READ ALOUD.
2. DURING THE MEETING, MEMBERS OF THE PUBLIC MAY SUBMIT UP TO 200 WORDS REGARDING ITEMS ON THE AGENDA TO [publiccomment@pasadenacenter.com](mailto:publiccomment@pasadenacenter.com) • *IF YOU WANT YOUR COMMENTS TO BE READ ALOUD DURING THE MEETING, INDICATE SO AT THE TOP OF YOUR EMAIL.* IF YOU SUBMIT MORE THAN ONE EMAIL, ONLY THE FIRST ONE RECEIVED WILL BE READ ALOUD. THE PCOC RESERVES THE RIGHT TO SUMMARIZE COMMENTS IF NECESSARY, FOR THE ORDERLY AND TIMELY FLOW OF THE MEETING. ALL COMMENTS IN THEIR ENTIRETY WILL BECOME PART OF THE MEETING RECORD.

IF YOU NEED A REASONABLE MODIFICATION OR ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT BECAUSE YOU ARE UNABLE TO PARTICIPATE ELECTRONICALLY AS SET FORTH ABOVE, PLEASE CONTACT THE PCOC AT LEAST 24 HOURS IN ADVANCE AT [publiccomment@pasadenacenter.com](mailto:publiccomment@pasadenacenter.com)



## SPECIAL EXECUTIVE COMMITTEE MEETING

Thursday, May 20, 2021 at 4:00 pm

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### AGENDA

- II. **Call to Order**
- III. **Roll Call**
- IV. **Public Comments Limited to Matters on this Special Meeting Agenda and will be Heard at the Time Each Item is Considered**
- V. **Approval of the April 15, 2021 Special Executive Committee Meeting Minutes**
- VI. **CEO Report - Michael Ross**
  - a. **Tourism and Economic Development Reopening Plan**
  - b. **Ice Rink Update**
  - c. **PCOC FY 2022 City Council Budget Presentation June 7**
  - d. **Visitor's Center Reopening – June 15**
- VII. **Adjournment**
- VIII. **Next Special Executive Committee Meeting**  
**Thursday, June 17, 2021 at 4:00 p.m.**

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. and a copy was distributed to the Central Library for posting this \_\_\_ day of June, 2020. Copies were faxed/e-mailed to city departments and the media as listed below.

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**

**SPECIAL EXECUTIVE COMMITTEE MEETING**

Thursday, April 15, 2021  
4:00 p.m.

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

**I. Call to Order**

Tyron Hampton, Chair, called the April 15, 2021 Pasadena Center Operating Company (PCOC) Special Executive Committee of the Board of Directors Meeting to order at 4:07 p.m.

**II. Roll Call**

Roll call taken and recorded by Margie Christ, Recording Secretary; a quorum assembled.

**Executive Committee**

Tyron Hampton, Chair  
Archie Purvis, Vice-Chair  
Joseph Titizian, Secretary (absent)  
Paul Leclerc, Treasurer  
Emina Darakjy  
Phil Hosp

**Staff**

Michael Ross, CEO  
Jeanne O'Grady Goldschmidt, Executive Director  
Naz Sabripour, Executive Director  
Phuong Wong, Director of Finance  
Margie Christ, Recording Secretary

**III. Public Comments (none submitted)**

**IV. Approval of March 18, 2021 Special Executive Committee Meeting Minutes**

It was moved by Phil Hosp, and seconded by Archie Purvis to approve the March 15, 2021 Special Executive Committee Meeting Minutes as submitted. (Motion carried)

Yeas: Tyron Hampton, Archie Purvis, Paul Leclerc, Emina Drajky, Phil Hosp; Absent: Joseph Titizian

**VI. CEO Report - Michael Ross**

Board Meeting Agenda: Michael Ross directed the committee members' attention to the upcoming Board of Directors meeting agenda that had previously been provided.

Ice Rink Update: Michael Ross told the committee members that the rink ice was being reinstalled at this time with an expectation to re-open the Pasadena Ice Skating Center with appropriate protocols, the week of April 19<sup>th</sup>. He further told them that the tear in the ice rink roof has successfully been repaired.

Shuttered Venue Grant: Michael Ross told the committee members that although we are ready to apply, the SBA portal has been shut down. He said that we will follow through and apply when possible.

Bond Refinance: Michael Ross told the committee members that a City Council member has asked the City to determine whether this is an opportune time to refinance the PCOC's \$135 million variable rate bond debt. A consultant has prepared some analysis which showed that a \$29 million pre-payment penalty would be due but that refinancing could more closely match the payment to TOT for the next 12 years. The rate on the refinance would be approximately 2% fixed, as compared to approximately 4% currently (by virtue of a swap agreement). Michael Ross said that this analysis was to be presented at the April 26<sup>th</sup> City Finance Committee meeting.

Van Halen Memorial: Michael Ross said that there is an appetite to put a small plaque commemorating Van Halen's appearances on the Pasadena Center property in the 1920's. He said that there would be no graphics and that the language would be approved by PCOC.

**IX. Adjournment:** On order of the Chair, the Special Executive Committee Meeting adjourned at 4:38 PM.

The next scheduled Special Executive Committee Meeting is Thursday, May 20, 2021 at 4:00 p.m. by teleconference.

**Approved for the Board of Directors By:**

\_\_\_\_\_  
**Tyron Hampton**  
**Chair, Board of Directors**

\_\_\_\_\_  
**Joe Titizian**  
**Secretary, Board of Directors**

**Respectfully submitted by:**

**Margie Christ, Recording Secretary**

**Date**

*Margie Christ*