



NOTICE OF SPECIAL MEETING ROSE BOWL OPERATING COMPANY FINANCE COMMITTEE

NOTICE IS HEREBY GIVEN that a **special** meeting of the Rose Bowl Operating Company (RBOC) Finance Committee is called for Thursday, August 6, 2015 at **5:00 P.M.** at Brookside Clubhouse located at 1133 Rosemont Avenue, Pasadena, CA 91103.

AGENDA

I. ROLL CALL

II. MINUTES

Review and approval of Meeting Minutes of RBOC Finance Committee:

- July 1, 2015
- July 28, 2015

III. REPORT FROM CFO

IV. ACTION ITEMS

A) Amendment of FY 2016 Operating Budget

(Recommendation)

It is recommended that the RBOC approve and recommend that the City Council amend FY 16 operating budget in the amount of \$200,000.

1. Appropriate funds for the addition of new Full-Time Employee (FTE): Director of External Relations, responsible for the management and external communications, including social media, website

management, marketing support and media relations for the Rose Bowl Stadium.

2. Appropriate \$60,000 for “Fehr & Peers” for Environmental Impact Report (EIR)
3. Appropriate \$44,000 for City of Pasadena EIR consultant.

B) Authorization to enter into a contract with Marina Landscape Maintenance, Inc. to provide general landscape maintenance of the stadiums concourse planters, median bio-swales, and field hedges.
It is recommended that the RBOC:

1. Find that the action proposed herein is exempt from the California Environmental Quality Act (“CEQA”), Guidelines Section 15301 (existing facilities);
2. Accept the total combined Bid for Furnish Labor and Materials for Landscape Maintenance dated July 20, 2015 submitted by Marina Landscape Maintenance, Inc. located in Anaheim, CA in the amount of \$98,520.
3. Reject all other bids for Bid Package Furnish Labor and Materials for Landscape Maintenance; and
4. Authorize the General Manger to negotiate and enter into an initial two -year contract with Marina Landscape to provide labor and materials for landscape maintenance services, in an amount not to exceed \$108,372 which includes a 10% contingency per year (\$541,860 total over the entire contract term), with an option to extend the contract for up to three additional one-year periods without further approval if the same prices, terms and conditions are deemed to be acceptable to the General Manager in his sole discretion.

V. INFORMATION ITEMS

5. Water Conservation and Alternative Water Use Update
(David Sams Conference Call in)

(Informational Item)

6. Flash Reports

(Informational Item)

“Flash Reports” provide preliminary information on the actual/estimate results for a particular stadium event or golf course activity: pro shop, restaurant and golf course.

- June 2015
 - Pro Shop
 - Restaurant
 - Golf Course

- Flea Market
 - June 14, 2015

7. QTD & YTD Income Statements – for Fiscal Year
Ending
June 30, 2015, 3rd Quarter through March 31, 2015

(Informational Item)

8. 2020 National Championship bid

(Informational Item)

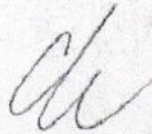
Discussion of the Pasadena Tournament Roses Association and the bidding for the 2020 National Championship

9. “Pay on Approval” Requests – Verbal, for discussion

(Informational Item)

10. “Work Plan” for the RBOC’s Finance Department
for the upcoming Fiscal Year Ending 6/30/2016

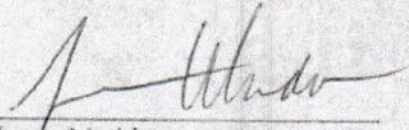
(Informational Item)



8/3/15

Nicholas Rodriguez,
Treasurer, Board of Directors
Rose Bowl Operating Company

I hereby certify that this Notice was posted in its entirety on the Council Chamber Bulletin Board, Room # 247, City Hall and the Public Information Kiosk on this 3rd day of August, Monday 2015.



Larry Madden,
Chief Financial Officer