



**CITY OF SOUTH PASADENA
SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE SPECIAL MEETING**

TUESDAY, JULY 7, 2026, AT 7:00 P.M.

**WAR MEMORIAL BUILDING
435 FAIR OAKS AVENUE, SOUTH PASADENA, CA 91030**

South Pasadena Tournament of Roses Committee Statement of Civility

As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena Tournament of Roses Meeting will be conducted in person from the War Memorial Building, located at 435 Fair Oaks Avenue, South Pasadena.

- In Person– War Memorial Building, 435 Fair Oaks Avenue, South Pasadena
- Via Zoom – **Meeting ID: 881 3231 9295**
Password: 564222
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to msnyder@southpasadenaca.gov.
- Via Phone - +1-669-900-6833 and entering the Zoom Meeting ID listed above.
-

Meeting may be viewed at:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:
<https://us06web.zoom.us/j/88132319295?pwd=ovkO8dXoTj9r57fjPD2qmaVc0AWOOX.1> or

CALL TO ORDER

Chair John Adamson

ROLL CALL

Secretary Courtney Quinn

John Adamson
Jason Bergman
Lary Chiles
Ed Donnelly (*non-voting*)
Nathalie Gould (*non-voting*)
Dianne Parker
Alex Strong

Janet Benjamin
Jeremy Bruce
Chris Colburn
Sandy Fielding
James Jontz
Vicky Rae
Alan Vlacich

Rob Benjamin
Brandon Carlson
Brant Dunlap (*non-voting*)
Leland Glauz
Wende Lee
Karie Reynolds

PLEDGE OF ALLEGIANCE: Chair John Adamson

PUBLIC COMMENT GUIDELINES (*Public Comments are limited to 3 minutes*)

The City welcomes public input. Members of the public can comment on non-agenda subject under the jurisdiction of the South Pasadena Tournament of Roses Committee or on an agenda item, you may participate by one of the following options:

Option 1:

Participate in person at the War Memorial Building

Option 2:

Public Comment speakers have three minutes to address the Committee, however, the Chair and Committee can adjust the time allotted as needed. Participants will be able to "raise their hand" using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak.

Option 3:

Email public comment(s) to msnyder@southpasadenaca.gov

Public Comments received in writing will not be read aloud at the meeting but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than **12:00 p.m.**, on the day of the Commission meeting.

PLEASE NOTE: The Chair may exercise the Chair's discretion, subject to the approval of the majority of the Committee to adjust public comment(s) to less than three minutes.

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

General Public Comments will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.

ACTION/DISCUSSION

2. CONSIDERATION OF APPROVAL OF THE SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE REGULAR MEETING MINUTES FOR JUNE 2, 2026

Recommendation

It is recommended that the Committee consider approval of the minutes for the South Pasadena Tournament of Roses Committee Meeting on June 2, 2026.

3. CONSIDERATION OF APPROVAL OF THE SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE FINANCIALS

Recommendation

It is recommended that the Committee consider approval of the South Pasadena Tournament of Roses Committee Financials including Balance Sheet and Profit and Loss as of May 31, 2026, and Balance Sheet and Profit and Loss as of June 30, 2026.

4. CONSIDERATION TO NOMINATE THE SOUTH PASADENA TOURNAMENT OF ROSES (SPTOR) CRUNCH TIME CHAIR

Recommendation

It is recommended that the Committee consider nomination of the Crunch Time Chair for the 2026 SPTOR Board of Directors.

COMMITTEE COMMUNICATIONS

5. DESIGN AND SITE CHAIR REPORT (James Jontz)

6. CONSTRUCTION CHAIR REPORT (Brandon Carlson)

7. DECORATION CHAIR REPORT (Leland Glauz)

8. SOUVENIR BOOTH REPORT (Sandy Fielding)

9. MARKETING CHAIR (Wende Lee)

10. VOLUNTEER CHAIR (Lary Chiles)

11. WEBSITE CHAIR (Alex Strong)

12. CRUNCH TIME PARTY REPORT

13. YARD SALE REPORT

14. TENT BANNER REPORT (Brant Dunlap)

15. MISCELLANEOUS FUNDRAISER REPORT

16. RAFFLE TICKETS REPORT (Jason Bergman)

17. PUBLICITY CHAIR REPORT (Karie Reynolds)

18. SOCIAL MEDIA REPORT (Chris Colburn)

19. GOLF TOURNAMENT REPORT (Alan Vlacich)

20. OTHER COMMITTEE COMMUNICATIONS AND INFORMATION**COMMUNICATIONS****21. STAFF LIAISON COMMUNICATIONS****22. COMMITTEE CHAIR COMMUNICATIONS****PUBLIC COMMENT - CONTINUED**

23. This time is reserved for speakers in the public comment queue not heard during the first 30 minutes of Item 1. No new speakers will be accepted at this time.

ADJOURNMENT**FUTURE COMMITTEE MEETINGS**

August 4, 2026	Regular Committee Meeting	7:00 P.M.
September 1, 2026	Regular Committee Meeting	7:00 P.M.
October 6, 2026	Regular Committee Meeting	7:00 P.M.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Commission meeting agenda packets, any agenda-related documents, and additional documents are available online for public inspection on the City's website:

<https://www.southpasadenaca.gov/government/boards-commissions>

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification, please contact the City Clerk's Division via email at CityClerk@southpasadenaca.gov or call (626) 403-7230.

ACCOMMODATIONS

 The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or CityClerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

CERTIFICATION OF POSTING

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **July 7, 2026**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law, on the date listed below.*

7/1/2026

/S/

Date

Melissa Snyder, Community Services Director



South Pasadena Tournament of Roses Committee Agenda Report

ITEM NO. 2

DATE: July 6, 2026

FROM: Melissa Snyder, Community Services Director

PREPARED BY: Lucy Hakobian, Senior Management Analyst

SUBJECT: **CONSIDERATION OF APPROVAL OF THE SOUTH PASADENA
TOURNAMENT OF ROSES COMMITTEE REGULAR MEETING
MINUTES FOR JUNE 2, 2026**

Recommendation

It is recommended that the Committee consider approval of the minutes for the South Pasadena Tournament of Roses Committee Regular Meeting on June 2, 2026.

Attachment:

1. Draft South Pasadena Tournament of Roses Committee June 2, 2026, Regular Meeting Minutes

ATTACHMENT 1

**Item No. 2 – Draft South Pasadena Tournament of Roses
Committee June 2, 2026, Regular Meeting Minutes**



**CITY OF SOUTH PASADENA
SOUTH PASADENA TOURNAMENT OF ROSES – REGULAR MEETING**

**MINUTES
TUESDAY, JUNE 2, 2026, AT 7:00 P.M.**

CALL TO ORDER:

The regular meeting of the South Pasadena Tournament of Roses Committee was called to order by President Adamson on Tuesday, June 2, 2026, at 7:02 p.m. at the City Council Chambers, located at 1424 Mission Street, South Pasadena, California.

PRESENT

President	John Adamson
Secretary	Courtney Quinn
Treasurer	Sandy Fielding (zoom)
Assistant Treasurer	Dianne Parker
Construction Chair	Brandon Carlson
Decoration Chair	Leland Glauz
Decoration Co-Chair	Vicky Rea
Assistant Decoration Chair	Nathalie Gould (NV)
Website Chair	Alex Strong
Publicity Chair	Karie Reynolds
Volunteer Chair	Lary Chiles
Historian	Ed Donnelly (NV)
Committee Member	Janet Benjamin

ABSENT

Asst. Construction/Site Chair	Jeremy Bruce
Direct Marketing Chair	Wende Lee
Raffle Ticket Chair	Jason Bergman
Golf Tournament Chair	Alan Vlacich
Design Chair/Event & Site Chair	James Jontz
Social Media Chair	Chris Colburn
Tent Banners	Brant Dunlap (NV-Excused)
Committee Member	Rob Benjamin (Excused)

President Adamson recognized that we have a quorum.

CITY STAFF PRESENT:

Melissa Snyder, Community Services Director, was present at roll call.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President John Adamson

PUBLIC COMMENTS**1. PUBLIC COMMENTS -GENERAL (NON-AGENDA ITEMS)**

None.

ACTION / DISCUSSION**2. CONSIDERATION OF APPROVAL OF THE SOUTH PASADENA TOURNAMENT OF ROSES FINANCIALS**

Assistant Treasurer Parker presented this item. Fielding is on vacation until the end of July, Parker will be filling during that time. Carrie Russel will be handling duties for the golf tournament.

Recommendation

It is recommended that the Committee consider approval of the South Pasadena Tournament of Roses Committee Financials including Balance Sheet and Profit and Loss as of May 27, 2026.

A motion was made by J. Benjamin, second by Chiles, and approved by roll call vote to approve Item 2. The motion carries 11-0-7-0, by the following vote:

AYES: Adamson, Quinn, Parker, Carlson, Glauz, Rea, Strong, Reynolds, Chiles, J. Benjamin.

NOES: None

ABSENT: B. Lee, Bergman, Vlacich, Jontz, Colburn, R. Benjamin.

ABSTAINED: None

3. CONSIDERATION OF CANCELLATION OF JULY REGULAR MEETING

The Committee Members did not take action on this item.

COMMITTEE CHAIR REPORTS**4. EVENT AND SITE CHAIR REPORT**

No Report, Absent.

5. DESIGN CHAIR

Adamson presented this item on behalf of Jontz who was absent. The official rendering has been released to the Committee; it will be released on social media soon. Reynolds asked for the high-resolution rendering for media purposes. Adamson noted he would get it sent to her.

6. CONSTRUCTION CHAIR

Carlson reported there is Mechanical 1 inspection slated for July 18th. The next two Saturdays the construction crew will be organizing container and prepping for the 4th of July parade. Planning to have a dunk tank as a fundraiser for the park after the parade, the insurance has been submitted but still finalizing details. Reynolds commented that for events like this she would like more notice so she can plan the press release with all the details. Carlson noted he would finalize and send her the details as soon as he has confirmation on pending information.

7. PUBLICITY CHAIR

Reynolds reported she has a press release ready for the design announcement; she is waiting on the high-resolution photo. Reynolds reported that although she sends out press information to multiple outlets, she has no control over who decides to run the piece. She is asking that we use real photos for events on social, we tend to use graphics. Please email Karie with upcoming information so she can make sure it is shared in the email newsletter.

8. DECORATION CHAIR

Glauz reported he attended the annual self-built picnic last Saturday hosted by Sierra Madre. The information was sent out late so only a few people made it from SPTOR, but it was a great turn out as always and we got to see all the self-built renderings and hear a little about each float. La Canada will be fully electric, and Burbank is over 36 ft. There will be an initial decoration meeting with a core team at the end of July as well as a final inventory day.

9. SOUVENIR CHAIR

Fielding reported she is waiting for the final digital approval to be sent to her for the SP pin, she is hoping it gets sent back to her soon so she can order.

10. DIRECT MARKETING CHAIR

No report, Absent.

11. VOLUNTEER CHAIR

Chiles had no report.

12. WEBSITE CHAIR

Strong reported she is working on a new press section of the website.

13. CRUNCH TIME CHAIR

Adamson reported we have a new Chair, Bill O'Brian who is a member of our construction team. We will ask the committee to nominate him next month.

14. YARD SALE

Benjamin reported there will be a sign-up genius created to ask for volunteers. This will allow us to send it out in the email blast, newsletter and post on social. It will most likely go out about 3-4 weeks prior to the sale.

15. TENT BANNER REPORT

Dunlap-Absent; Adamson reported via email information sent.

16. MISCELLANEOUS FUNDRAISER REPORT

Fielding reported we received \$1,250 from volunteers for the Pasadena Showcase house who worked shifts under our organization. She thanked Sharron Mitchell for organizing that.

17. SOCIAL MEDIA REPORT

No report- absent.

18. GOLF TOURNAMENT REPORT

No report- absent.

19. OTHER COMMITTEE COMMUNICATIONS AND INFORMATION

Donnelly shared that he had a current building rendering design for anyone who would like to see, he also shared that committee would be drawing out the plans on site sometime later this month.

COMMUNICATIONS

20. CITY STAFF LIAISON COMMUNICATIONS

Snyder asked that all committee members email her with current emails and phone numbers so she can complete a Committee roster.

21. COMMITTEE CHAIR COMMUNICATION

None.

ADJOURNMENT

There being no further matters, Chair Adamson adjourned the meeting of the SPTOR Committee at 7:53 p.m.

Respectfully submitted:

Courtney Quinn, Secretary

Approved:

John Adamson, President

ATTEST:

Melissa Snyder, Community Services Director



South Pasadena Tournament of Roses Committee Agenda Report

ITEM NO. 3

DATE: July 7, 2026

FROM: Melissa Snyder, Community Services Director

PREPARED BY: Lucy Hakobian, Senior Management Analyst

SUBJECT: **CONSIDERATION OF APPROVAL OF THE SOUTH PASADENA
TOURNAMENT OF ROSES COMMITTEE FINANCIALS**

Recommendation

It is recommended that the Committee consider approval of the South Pasadena Tournament of Roses Committee Financials including Balance Sheets and Profit and Loss as of May 31, 2026, and as of June 30, 2026.

Attachments:

1. South Pasadena Tournament of Roses Committee Balance Sheet May 31, 2026
2. South Pasadena Tournament of Roses Committee Profit and Loss May 31, 2026
3. South Pasadena Tournament of Roses Committee Balance Sheet June 30, 2026
4. South Pasadena Tournament of Roses Committee Profit and Loss June 30, 2026

ATTACHMENT 1

**Item No. 3 – South Pasadena Tournament of Roses
Committee Balance Sheet
May 31, 2026**

South Pasadena Tournament of Roses

Balance Sheet

As of May 31, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
1001 CBB Committee Checking 2333	9,095.32
1002 CBB Association Checking 2694	68,501.05
1003 CBB Association Savings 0471	220,229.51
Total for Bank Accounts	\$297,825.88
Other Current Assets	
1050 Petty Cash - Bills	300.00
1051 Petty Cash - Coins	31.00
Total for Other Current Assets	\$331.00
Total for Current Assets	\$298,156.88
Total for Assets	\$298,156.88
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
3100 Hensch Foundation Grant	12,533.33
3150 Credit Card Payables	0.00
Total for Other Current Liabilities	\$12,533.33
Total for Current Liabilities	\$12,533.33
Total for Liabilities	\$12,533.33
Equity	
4000 Opening Balance Equity	251,169.78
4200 Retained Earnings	35,184.66
Net Income	-730.89
Total for Equity	\$285,623.55
Total for Liabilities and Equity	\$298,156.88

ATTACHMENT 2

**Item No. 3 – South Pasadena Tournament of Roses
Committee Profit and Loss
May 31, 2026**

South Pasadena Tournament of Roses

Profit and Loss

February 1-May 31, 2026

	TOTAL
Income	
5100 Donations Revenue	
5103 Donations - Cash/Check	1,015.00
5110 Donations - In Kind	-51.80
Total for 5100 Donations Revenue	\$963.20
5300 Golf Tournament Revenue	
5301 Golf Entry	3,500.00
5302 Golf Tee Signs	1,800.00
5310 Golf Donations - Monetary	150.00
Total for 5300 Golf Tournament Revenue	\$5,450.00
5400 Crunch Time Party Revenue	
5403 Crunch Silent Auction	480.00
5404 Crunch Online Auction	160.00
Total for 5400 Crunch Time Party Revenue	\$640.00
5500 Legendary Bingo Revenue	
5501 Bingo Ticket Sales	4,060.00
5502 Bingo Raffle Tickets	1,215.00
5503 Bingo Extra Card	30.00
5504 Bingo Bar	1,132.00
5505 Bingo Food	385.00
5506 Bingo Donations (Cash)	90.00
5507 Bingo Donations (Unused Entry Fees)	245.00
5508 Bingo Donations (In Kind)	1,281.47
Total for 5500 Legendary Bingo Revenue	\$8,438.47
5600 Miscellaneous Fundraisers Revenue	
5620 Tent Sponsor Banners	4,100.00
Total for 5600 Miscellaneous Fundraisers Revenue	\$4,100.00
5700 Souvenir Booth Revenue	
5703 Souvenir Booth Online Sales	20.00
5704 Souvenir Booth Shipping Revenue	3.00
Total for 5700 Souvenir Booth Revenue	\$23.00
5900 Miscellaneous Income	
5901 Interest Income	26.36
5904 Credit Card Fees Recovered	127.16
Total for 5900 Miscellaneous Income	\$153.52
Total for Income	\$19,768.19
Gross Profit	\$19,768.19
Expenses	
6001 Construction Expense	
6003 Construction - Consumables (welding, propane, etc)	70.90
Total for 6001 Construction Expense	\$70.90

South Pasadena Tournament of Roses

Profit and Loss

February 1-May 31, 2026

	TOTAL
6040 Event Site Expense	
6042 Event Site - Waste Disposal	0.00
6046 Event Site - Miscellaneous Event Site Expense	739.00
Total for 6040 Event Site Expense	\$739.00
6500 Legendary Bingo Expense	
6501 Bingo Company Fees	1,015.00
6502 Bingo Company % Commission	303.75
6504 Bingo Bar	330.66
6505 Bingo Miscellaneous Expense	1,852.00
Total for 6500 Legendary Bingo Expense	\$3,501.41
6700 Souvenir Booth Expense	
6701 Souvenir Booth - Pins/Patches	221.00
6711 Souvenir Booth - Shipping Costs	7.95
6712 Souvenir Booth - Miscellaneous Booth Supplies	18.98
Total for 6700 Souvenir Booth Expense	\$247.93
6900 Administration Expense	
6901 Admin - Parade Entry Fee	5,000.00
6903 Admin - Insurance	3,146.00
6905 Admin - Bank Charges	103.85
6906 Admin - Credit Card Processor	52.00
6907 Admin - Credit Card Fees	406.79
6908 Admin - CPA/Accounting Fees	3,750.00
6909 Admin - Government Fees	75.00
6911 Admin - Online Subscriptions	305.52
6914 Admin - Letterhead/Stationery	528.19
6920 Admin - Volunteer Food (snacks/lunches)	168.50
6924 Admin - Phone/Modem	158.04
6925 Admin - Gifts	88.82
6927 Admin - Miscellaneous Administrative Expenses	177.13
Total for 6900 Administration Expense	\$13,959.84
Total for Expenses	\$18,519.08
Net Operating Income	\$1,249.11
Other Expenses	
6950 Building Expense	
6951 Building - Architect Fees	1,980.00
Total for 6950 Building Expense	\$1,980.00
Total for Other Expenses	\$1,980.00
Net Other Income	-\$1,980.00
Net Income	-\$730.89

ATTACHMENT 3

Item No. 3 – South Pasadena Tournament of Roses
Committee Balance Sheet
June 30, 2026

South Pasadena Tournament of Roses

Balance Sheet

As of Jun 30, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
1001 CBB Committee Checking 2333	10,641.49
1002 CBB Association Checking 2694	97,233.33
1003 CBB Association Savings 0471	220,256.96
Total for Bank Accounts	\$328,131.78
Other Current Assets	
1050 Petty Cash - Bills	300.00
1051 Petty Cash - Coins	31.00
Total for Other Current Assets	\$331.00
Total for Current Assets	\$328,462.78
Total for Assets	\$328,462.78
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
3100 Hench Foundation Grant	32,533.33
3150 Credit Card Payables	0.00
Total for Other Current Liabilities	\$32,533.33
Total for Current Liabilities	\$32,533.33
Total for Liabilities	\$32,533.33
Equity	
4000 Opening Balance Equity	251,169.78
4200 Retained Earnings	35,184.66
Net Income	9,575.01
Total for Equity	\$295,929.45
Total for Liabilities and Equity	\$328,462.78

ATTACHMENT 4

**Item No. 3 – South Pasadena Tournament of Roses
Committee Profit and Loss
June 30, 2026**

South Pasadena Tournament of Roses

Profit and Loss

February 1-June 30, 2026

TOTAL

Income

5100 Donations Revenue	
5102 Donations - Credit Card	25.00
5103 Donations - Cash/Check	1,015.00
5110 Donations - In Kind	-51.80
Total for 5100 Donations Revenue	\$988.20
5300 Golf Tournament Revenue	
5301 Golf Entry	11,550.00
5302 Golf Tee Signs	3,425.00
5303 Golf 50/50	895.00
5304 Golf Mulligan	1,520.00
5305 Golf Prize Raffle	600.00
5306 Golf Hole 9 Game	840.00
5307 Golf Hole 15 Game	210.00
5308 Golf Hole 17 Game	670.00
5310 Golf Donations - Monetary	250.00
5311 Golf Sponsorships	1,500.00
Total for 5300 Golf Tournament Revenue	\$21,460.00
5400 Crunch Time Party Revenue	
5403 Crunch Silent Auction	480.00
5404 Crunch Online Auction	160.00
Total for 5400 Crunch Time Party Revenue	\$640.00
5500 Legendary Bingo Revenue	
5501 Bingo Ticket Sales	4,060.00
5502 Bingo Raffle Tickets	1,215.00
5503 Bingo Extra Card	30.00
5504 Bingo Bar	1,132.00
5505 Bingo Food	385.00
5506 Bingo Donations (Cash)	90.00
5507 Bingo Donations (Unused Entry Fees)	245.00
5508 Bingo Donations (In Kind)	1,281.47
Total for 5500 Legendary Bingo Revenue	\$8,438.47
5600 Miscellaneous Fundraisers Revenue	
5620 Tent Sponsor Banners	6,340.00
5630 Showcase House Volunteers	1,250.00
Total for 5600 Miscellaneous Fundraisers Revenue	\$7,590.00
5700 Souvenir Booth Revenue	
5703 Souvenir Booth Online Sales	20.00
5704 Souvenir Booth Shipping Revenue	3.00
Total for 5700 Souvenir Booth Revenue	\$23.00

South Pasadena Tournament of Roses

Profit and Loss

February 1-June 30, 2026

	TOTAL
5900 Miscellaneous Income	
5901 Interest Income	53.81
5904 Credit Card Fees Recovered	127.16
Total for 5900 Miscellaneous Income	\$180.97
Total for Income	\$39,320.64
Gross Profit	\$39,320.64
Expenses	
6001 Construction Expense	
6003 Construction - Consumables (welding, propane, etc)	70.90
Total for 6001 Construction Expense	\$70.90
6040 Event Site Expense	
6042 Event Site - Waste Disposal	0.00
6046 Event Site - Miscellaneous Event Site Expense	1,975.86
Total for 6040 Event Site Expense	\$1,975.86
6300 Golf Tournament Expenses	
6301 Golf Fees	1,008.00
6302 Golf Food	1,160.05
6303 Golf Printing	1,100.72
6304 Golf Insurance	309.00
6306 Golf Trophies	564.14
6307 Golf 50/50 Raffle Payout	445.00
Total for 6300 Golf Tournament Expenses	\$4,586.91
6500 Legendary Bingo Expense	
6501 Bingo Company Fees	1,015.00
6502 Bingo Company % Commission	303.75
6504 Bingo Bar	330.66
6505 Bingo Miscellaneous Expense	1,852.00
Total for 6500 Legendary Bingo Expense	\$3,501.41
6600 Miscellaneous Fundraisers Expense	
6645 July 4th Fundraiser	450.78
Total for 6600 Miscellaneous Fundraisers Expense	\$450.78
6700 Souvenir Booth Expense	
6701 Souvenir Booth - Pins/Patches	2,542.87
6711 Souvenir Booth - Shipping Costs	7.95
6712 Souvenir Booth - Miscellaneous Booth Supplies	18.98
Total for 6700 Souvenir Booth Expense	\$2,569.80
6900 Administration Expense	
6901 Admin - Parade Entry Fee	5,000.00
6903 Admin - Insurance	3,146.00
6905 Admin - Bank Charges	131.35
6906 Admin - Credit Card Processor	65.00
6907 Admin - Credit Card Fees	571.51
6908 Admin - CPA/Accounting Fees	3,750.00

South Pasadena Tournament of Roses

Profit and Loss

February 1-June 30, 2026

	TOTAL
6909 Admin - Government Fees	75.00
6911 Admin - Online Subscriptions	435.51
6914 Admin - Letterhead/Stationery	528.19
6915 Admin - Postage	2.72
6920 Admin - Volunteer Food (snacks/lunches)	168.50
6924 Admin - Phone/Modem	158.04
6925 Admin - Gifts	88.82
6927 Admin - Miscellaneous Administrative Expenses	489.33
Total for 6900 Administration Expense	\$14,609.97
Total for Expenses	\$27,765.63
Net Operating Income	\$11,555.01
Other Expenses	
6950 Building Expense	
6951 Building - Architect Fees	1,980.00
Total for 6950 Building Expense	\$1,980.00
Total for Other Expenses	\$1,980.00
Net Other Income	-\$1,980.00
Net Income	\$9,575.01



South Pasadena Tournament of Roses Committee Agenda Report

ITEM NO. 4

DATE: July 7, 2026

FROM: Melissa Snyder, Community Services Director

PREPARED BY: Lucy Hakobian, Senior Management Analyst

SUBJECT: CONSIDERATION TO NOMINATE THE SOUTH PASADENA
TOURNAMENT OF ROSES CRUNCH TIME CHAIR

Recommendation

It is recommended that the Committee consider nomination of the Crunch Time Chair for the 2026 South Pasadena Tournament of Roses (SPTOR) Board of Directors.

Background

As part of our annual process, the Committee reviews and compiles a slate of candidates to serve on the Board of Directors. The candidates are reviewed and meet all the qualifications as outlined in the organization's bylaws.

Analysis

The proposed slate for the 2026 Board of Directors is as follows:

- 2026 SPTOR Board of Directors-Crunch Time Chair

Action Required

A motion to nominate the Crunch Time Chair for the 2026 Board of Directors is requested.