

AMENDED

AGENDA

**Irving Convention and Visitors Bureau Board of Directors
Executive Committee**

Friday, January 24, 2020 at 9:00 AM

Irving Convention Center, First Floor Conference Room

500 W. Las Colinas Blvd.

Irving, Texas 75039

NOTE: A possible quorum of the Irving Convention and Visitors Bureau Board of Directors may be present at this committee meeting.

1. Citizen Comments on Items Listed on the Agenda
2. Accepting ICVB Financial Report for October – December 2019
- *3. Accepting Irving Convention Center Financial Report for November and December 2019
4. Chairman / Executive Director Reports
 - a. Approving December 13, 2019 Minutes
 - b. Review of January 27, 2020 Board Meeting Agenda at Irving Arts Center
5. Next meeting – Friday, February 21, 2020

CERTIFICATION

I, the undersigned authority, do hereby certify that this notice of meeting was posted on the kiosk at City Hall of the City of Irving, Texas, a place readily accessible to the general public at all times, and said notice was posted by the following date and time:

_____ at _____ and remained so posted at least 72 hours before said meeting convened.

Deputy Clerk, City Secretary's Office

This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.



ICVB FINANCIAL STATEMENTS

For Period Ending:
October 1 – December 31, 2019

ORG	CHARACTER CODE	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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ICVB ADMINISTRATION

N1	Total N1 SALARIES	939,954	939,954	166,329	0	773,625	17.70
N2	Total N2 BENEFITS	268,915	268,915	49,344	0	219,570	18.30
N4	Total N4 SUPPLIES	25,050	31,750	12,431	13,400	5,919	81.40
O1	Total O1 UTILITIES	7,300	7,300	797	0	6,503	10.90
O3	Total O3 OUTSIDE SERVICES	108,680	133,255	56,921	69,475	6,859	94.90
O4	Total O4 TRAVEL, TRAIN, DUES	157,785	157,785	18,318	0	139,467	11.60
O5	Total O5 CLAIMS AND INSURANCE	58,307	58,307	14,577	0	43,730	25.00
O7	Total O7 MISCELLANEOUS EXP	516,059	516,059	70,571	0	445,488	13.70
P5	Total P5 TRANSFERS OUT	50,000	50,000	0	0	50,000	0.00
	Total 22015200 ICVB ADMINISTRATION	2,132,050	2,163,325	389,289	82,875	1,691,161	21.80

ORG	CHARACTER CODE	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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ICVB SALES

N1	Total N1 SALARIES	1,031,485	1,031,485	191,376	0	840,109	18.60
N2	Total N2 BENEFITS	255,204	255,204	50,602	0	204,601	19.80
N4	Total N4 SUPPLIES	2,950	2,950	482	0	2,468	16.40
O1	Total O1 UTILITIES	11,200	11,200	2,468	0	8,732	22.00
O3	Total O3 OUTSIDE SERVICES	78,850	78,850	15,265	40,613	22,973	70.90
O4	Total O4 TRAVEL, TRAIN, DUES	514,841	514,841	49,821	0	465,020	9.70
O7	Total O7 MISCELLANEOUS EXP	827,400	827,400	149,791	0	677,609	18.10
	Total 22015201 ICVB SALES	2,721,930	2,721,930	459,805	40,613	2,221,512	18.40

ORG	CHARACTER CODE	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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ICVB MARKETING

	N1	Total N1 SALARIES	559,080	559,080	114,484	0	444,596	20.50
	N2	Total N2 BENEFITS	155,504	155,504	33,147	0	122,357	21.30
	N4	Total N4 SUPPLIES	4,000	4,000	2,425	0	1,575	60.60
	O1	Total O1 UTILITIES	5,400	5,400	813	0	4,587	15.10
	O3	Total O3 OUTSIDE SERVICES	1,347,495	1,485,600	290,631	656,377	538,593	63.70
	O4	Total O4 TRAVEL, TRAIN, DUES	157,277	157,277	19,949	0	137,328	12.70
	O7	Total O7 MISCELLANEOUS EXP	90,350	90,350	25,098	0	65,252	27.80
		Total 22015202 ICVB MARKETING	2,319,106	2,457,211	486,546	656,377	1,314,288	46.50

ORG	CHARACTER CODE	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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ICVB IRVING CONVENTION CENTER - OPERATING

	O3	Total O3 OUTSIDE SERVICES	1,560,877	1,560,877	348,000	0	1,212,877	22.30
	O5	Total O5 CLAIMS AND INSURANCE	79,738	79,738	19,935	0	59,804	25.00
	P5	Total P5 TRANSFERS OUT	200,000	200,000	0	0	200,000	0.00
		Total 22015203 ICVB ICC	1,840,615	1,840,615	367,935	0	1,472,681	20.00

ORG	CHARACTER CODE	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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ICVB IRVING CONVENTION CENTER - CIP

	N7	Total N7 STRUCTURE MAINT	1,181,250	1,181,250	333,641	0	847,609	28.20
		Total 22045200 ICVB ICC CIP	1,181,250	1,181,250	333,641	0	847,609	28.20

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB				
	10/3/2019	80060696	CONFERENCE DIRECT	10,800.00
	10/3/2019	80060697	CUTTS, SUSAN	306.25
	10/3/2019	80060698	DIPIETRO, KATHERINE	23.23
	10/3/2019	80060699	FOJTASEK, LORI	82.40
	10/3/2019	80060700	MANSELL, LORI	75.00
	10/3/2019	80060701	PARK PLACE MOTORCARS & BODYWERKS DALLAS	5,000.00
	10/3/2019	80060702	PFAFF, DIANA	204.87
	10/3/2019	80060703	ROCHE, KELLY	161.29
	10/3/2019	80060705	SIRMEN, LORI	15.76
	10/3/2019	80060706	TIGER OAK MEDIA, INC	2,500.00
	10/10/2019	80060707	ADARA, INC	7,500.00
	10/10/2019	80060708	BH DFW PROPERTY LP (WESTIN DFW)	660.00
	10/10/2019	80060709	BOYER JAUDES, CAROL	65.00
	10/10/2019	80060710	BT HOTEL LAS COLINAS LLC (NYLO)	1,405.00
	10/10/2019	80060711	DALLAS FORT WORTH AIRPORT MARRIOTT	69.00
	10/10/2019	80060712	DALLAS MARRIOTT LAS COLINAS	785.00
	10/10/2019	80060713	FEDERAL EXPRESS CORPORATION	105.32
	10/10/2019	80060714	FOUR SEASONS RESORT & CLUB DALLAS	21,616.00
	10/10/2019	80060715	HAMPTON INN - LAS COLINAS	1,130.00
	10/10/2019	80060716	HILTON GARDEN INN DFW AIRPORT SOUTH	95.00
	10/10/2019	80060717	IRVING CONVENTION CENTER AT LAS COLINAS	310,577.93
	10/10/2019	80060718	LEVINE, KATHY	65.00
	10/10/2019	80060719	LOPEZ, BRENDA	65.00
	10/10/2019	80060720	MCKESSON CORPORATION	265.00
	10/10/2019	80060721	NORTH TEXAS DIGNITARY ESCORT	1,750.00

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB	10/10/2019	80060722	OMNI MANDALAY HOTEL	485.00
	10/10/2019	80060723	PATHWAYS CORE TRAINING INC	1,160.00
	10/10/2019	80060724	PEDICAB PRIME, LLC	500.00
	10/10/2019	80060725	PETTY CASH	29.13
	10/10/2019	80060726	PFAFF, DIANA	65.00
	10/10/2019	80060727	PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC	825.12
	10/10/2019	80060728	ROBERTS, DEBBIE	65.00
	10/10/2019	80060729	SEARCHWIDE GLOBAL	13,887.39
	10/10/2019	80060730	SIMPLEVIEW WORLDWIDE, INC.	10,000.00
	10/10/2019	80060731	SOURCE STRATEGIES, INC.	100.00
	10/10/2019	80060732	STODDARD, CAROL	49.17
	10/10/2019	80060733	TEXAS USA WRESTLING INC	4,994.00
	10/17/2019	80060734	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC	65,656.72
	10/17/2019	80060735	BH DFW PROPERTY LP (WESTIN DFW)	105.00
	10/17/2019	80060736	BOYER JAUDES, CAROL	100.09
	10/17/2019	80060737	DALLAS MARRIOTT LAS COLINAS	510.00
	10/17/2019	80060738	DIPIETRO, KATHERINE	88.69
	10/17/2019	80060739	DOUBLETREE DALLAS DFW AIRPORT	1,048.00
	10/17/2019	80060740	FENCON	2,082.00
	10/17/2019	80060741	FOUR SEASONS RESORT & CLUB DALLAS	800.00
	10/17/2019	80060742	GUARANTEED EXPRESS, INC.	147.47
	10/17/2019	80060743	IMAGO MEDIA, INC.	2,500.00
	10/17/2019	80060744	IRVING - LAS COLINAS ROTARY CLUB	112.00
	10/17/2019	80060745	LAUDA, MARIANNE	137.19
	10/17/2019	80060746	MANSELL, LORI	688.76
	10/17/2019	80060747	MEETING PROFESSIONALS INTERNATIONAL	2,500.00

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB	10/17/2019	80060748	MEETINGS TODAY	1,800.00
	10/17/2019	80060749	NATIONAL SYSTEMS CONTRACTORS ASSOCIATION	1,148.00
	10/17/2019	80060750	OPERATION FIRST RESPONSE, INC	970.00
	10/17/2019	80060751	ROCHE, KELLY	165.38
	10/17/2019	80060752	SHERATON DFW AIRPORT HOTEL	1,655.00
	10/17/2019	80060753	TRIPADVISOR, LLC	1,376.03
	10/17/2019	80060754	WHITE, MONTY	65.00
	10/24/2019	80060755	BH DFW PROPERTY LP (WESTIN DFW)	270.00
	10/24/2019	80060756	CAIN, GERIANNE	40.00
	10/24/2019	80060758	DALLAS MARRIOTT LAS COLINAS	730.00
	10/24/2019	80060759	DELTA AIR LINES, INC.	4,400.00
	10/24/2019	80060760	FOUR SEASONS RESORT & CLUB DALLAS	2,809.00
	10/24/2019	80060761	GAST, MAURA	52.91
	10/24/2019	80060762	HOPKINS, CHERYL	40.00
	10/24/2019	80060763	J SHEA CONSULTING INC	6,560.00
	10/24/2019	80060764	MANSOUR, KAYLA	104.63
	10/24/2019	80060765	MCKESSON CORPORATION	1,660.00
	10/24/2019	80060766	OMNI MANDALAY HOTEL	1,330.00
	10/24/2019	80060767	SHERATON DFW AIRPORT HOTEL	1,095.00
	10/24/2019	80060768	SIRMEN, LORI	268.16
	10/24/2019	80060769	TERRI SAVELLE FOY MINISTRIES INC	1,140.00
	10/24/2019	80060770	TEXAS HOTEL & LODGING ASSOCIATION	47,720.00
	10/24/2019	80060771	VERIZON WIRELESS SERVICES, LLC	526.83
	10/31/2019	80060772	AMERICAN COLLECTORS ASSOCIATION OF TEXAS	532.00
	10/31/2019	80060773	BH DFW PROPERTY LP (WESTIN DFW)	1,665.00
	10/31/2019	80060774	BOYER JAUDES, CAROL	174.79

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB	10/31/2019	80060775	CROWDRIFF INC.	4,374.00
	10/31/2019	80060776	CUTTS, SUSAN	887.50
	10/31/2019	80060777	DALLAS TATTOO EXPO	515.00
	10/31/2019	80060778	DOUBLETREE DALLAS DFW AIRPORT	405.00
	10/31/2019	80060779	FLECK, DEBORAH	43.30
	10/31/2019	80060780	FOJTASEK, LORI	85.70
	10/31/2019	80060781	FOUR SEASONS RESORT & CLUB DALLAS	7,415.00
	10/31/2019	80060783	HOPKINS, CHERYL	114.27
	10/31/2019	80060784	IRVING CONVENTION CENTER AT LAS COLINAS	8,732.46
	10/31/2019	80060785	MALONEY STRATEGIC COMMUNICATION INC	43,160.21
	10/31/2019	80060786	MANSELL, LORI	80.00
	10/31/2019	80060787	POWERPLAY MARKETING	6,500.00
	10/31/2019	80060788	UNIVERSITY OF DALLAS	1,475.00
	10/31/2019	80060789	WFAA-TV INC	3,700.00
	11/7/2019	80060790	AERIAL PHOTOGRAPHY	97.00
	11/7/2019	80060791	AMERICAN CONCRETE PIPE ASSOCIATION	220.00
	11/7/2019	80060792	AMERICAN SOCIETY OF ASSOCIATION EXECUTIVES	5,410.59
	11/7/2019	80060793	COWBOYS EXPERIENCE	295.00
	11/7/2019	80060794	CUTTS, SUSAN	950.00
	11/7/2019	80060795	DALLAS FORT WORTH AIRPORT MARRIOTT	270.00
	11/7/2019	80060796	FEDERAL EXPRESS CORPORATION	144.19
	11/7/2019	80060797	FOSTER, WENDY	32.36
	11/7/2019	80060798	FOUR SEASONS RESORT & CLUB DALLAS	870.00
	11/7/2019	80060799	GUARANTEED EXPRESS, INC.	13.44
	11/7/2019	80060800	HIDDEN VALLEY PROMOTIONS, LLC	750.00
	11/7/2019	80060801	MANSELL, LORI	35.00

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB	11/7/2019	80060802	PATHWAYS CORE TRAINING INC	1,035.00
	11/7/2019	80060803	PROVIDENT GROUP - IRVING PROPERTIES, LLC	615.00
	11/7/2019	80060804	SOUTHWEST AIRLINES CO.	2,010.00
	11/7/2019	80060805	STR, INC	3,350.00
	11/7/2019	80060806	TIGER OAK MEDIA, INC	3,500.00
	11/14/2019	80060807	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC	46,477.85
	11/14/2019	80060808	BH DFW PROPERTY LP (WESTIN DFW)	1,970.00
	11/14/2019	80060809	DALLAS FORT WORTH AIRPORT MARRIOTT	815.00
	11/14/2019	80060810	FOUR SEASONS RESORT & CLUB DALLAS	3,816.00
	11/14/2019	80060811	GROOM LAKE MEDIA, LLC	18,750.00
	11/14/2019	80060812	HYATT PLACE DALLAS/LAS COLINAS	405.00
	11/14/2019	80060813	IRVING ARTS CENTER	60.00
	11/14/2019	80060814	MALONEY STRATEGIC COMMUNICATION INC	9,251.05
	11/14/2019	80060815	MEETING PROFESSIONALS INTERNATIONAL	10,145.00
	11/14/2019	80060816	MEETINGS TODAY	7,200.00
	11/14/2019	80060817	MILLER, BARBARA	64.95
	11/14/2019	80060818	OMNI MANDALAY HOTEL	5,400.00
	11/14/2019	80060819	PROVIDENT GROUP - IRVING PROPERTIES, LLC	350.00
	11/14/2019	80060820	SDI MEETINGS AND INCENTIVES	869.52
	11/14/2019	80060822	SIMPLEVIEW WORLDWIDE, INC.	67,393.00
	11/14/2019	80060823	STR, INC	3,350.00
	11/14/2019	80060824	TRIPADVISOR, LLC	1,039.26
	11/14/2019	80060825	TUCKER & ASSOCIATES, LLC	8,074.64
	11/14/2019	80060826	UNITED STATES-MEXICO CULTURAL AND EDUCATIONAL	1,000.00
	11/14/2019	80060827	UNIVERSITY OF OKLAHOMA	3,160.00
	11/21/2019	80060828	BOYER JAUDES, CAROL	76.83

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB	11/21/2019	80060829	CREATIVE SOLUTIONS IN HEALTHCARE INC	402.00
	11/21/2019	80060830	CUTTS, SUSAN	431.25
	11/21/2019	80060831	DALLAS MARRIOTT LAS COLINAS	480.00
	11/21/2019	80060832	EMBASSY SUITES DFW INT'L AIRPORT SOUTH	400.00
	11/21/2019	80060833	FOSTER, WENDY	88.54
	11/21/2019	80060834	GAST, MAURA	11.88
	11/21/2019	80060835	GROOM LAKE MEDIA, LLC	37,500.00
	11/21/2019	80060836	GUARANTEED EXPRESS, INC.	12.32
	11/21/2019	80060837	INTERACTIVE360	250.00
	11/21/2019	80060838	IRVING - LAS COLINAS ROTARY CLUB	130.00
	11/21/2019	80060839	KEYNOTE SPEAKERS CANADA INC	2,500.00
	11/21/2019	80060840	LAUDA, MARIANNE	89.19
	11/21/2019	80060841	MANSOUR, KAYLA	93.71
	11/21/2019	80060842	PFAFF, DIANA	65.00
	11/21/2019	80060843	SHERATON DFW AIRPORT HOTEL	1,515.00
	11/21/2019	80060844	STAPLES	1,096.76
	11/21/2019	80060845	TEXAS HOUSE OF REPRESENTATIVES	45.26
	11/21/2019	80060846	VERIZON WIRELESS SERVICES, LLC	526.83
	11/21/2019	80060847	WFAA-TV INC	2,450.00
	11/26/2019	80060848	AMERICAN LEGAL AND FINANCIAL NETWORK	246.00
	11/26/2019	80060849	BH DFW PROPERTY LP (WESTIN DFW)	1,140.00
	11/26/2019	80060850	BOY SCOUTS OF AMERICA	680.00
	11/26/2019	80060851	CROWDRIFT INC.	2,187.00
	11/26/2019	80060852	DOUBLETREE DALLAS DFW AIRPORT	300.00
	11/26/2019	80060853	EMBASSY SUITES DFW INT'L AIRPORT SOUTH	455.00
	11/26/2019	80060854	FAMILY LIFE	2,455.00
	11/26/2019	80060855	FOUR SEASONS RESORT & CLUB DALLAS	1,400.00

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Entity	Check Date	Check #	Vendor Name	Amount
ICVB	11/26/2019	80060856	FOUR SEASONS RESORT & CLUB DALLAS	800.00
	11/26/2019	80060857	MCKESSON CORPORATION	1,355.00
	11/26/2019	80060858	MILITARY REUNION PLANNERS, LLC	490.00
	11/26/2019	80060859	PATHWAYS CORE TRAINING INC	960.00
	11/26/2019	80060860	ROCHE, KELLY	121.03
	11/26/2019	80060861	SHERATON DFW AIRPORT HOTEL	2,140.00
	11/26/2019	80060862	SIRMEN, LORI	708.74
	11/26/2019	80060863	STODDARD, CAROL	82.07
	11/26/2019	80060864	UNIVERSITY OF DALLAS	70.00
	11/26/2019	80060865	WHITE, MONTY	73.16
	12/5/2019	80060866	BH DFW PROPERTY LP (WESTIN DFW)	1,662.00
	12/5/2019	80060867	CUTTS, SUSAN	918.75
	12/5/2019	80060868	DALLAS FORT WORTH AIRPORT MARRIOTT	880.00
	12/5/2019	80060869	DALLAS MARRIOTT LAS COLINAS	908.00
	12/5/2019	80060870	FEDERAL EXPRESS CORPORATION	160.89
	12/5/2019	80060871	FOJTASEK, LORI	80.62
	12/5/2019	80060872	FOUR SEASONS RESORT & CLUB DALLAS	2,738.00
	12/5/2019	80060873	HIDDEN VALLEY PROMOTIONS, LLC	2,150.00
	12/5/2019	80060874	IRVING CONVENTION CENTER AT LAS COLINAS	21,610.04
	12/5/2019	80060875	LEVINE, KATHY	65.00
	12/5/2019	80060876	NATIONAL ASSOCIATION OF SPORTS COMMISSIONS	795.00
	12/5/2019	80060877	OMNI MANDALAY HOTEL	1,200.00
	12/5/2019	80060878	ROBERTS, DEBBIE	206.30
	12/12/2019	80060879	AMERICAN COLLEGE OF EMERGENCY PHYSICIANS	280.00
	12/12/2019	80060880	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC	51,413.00

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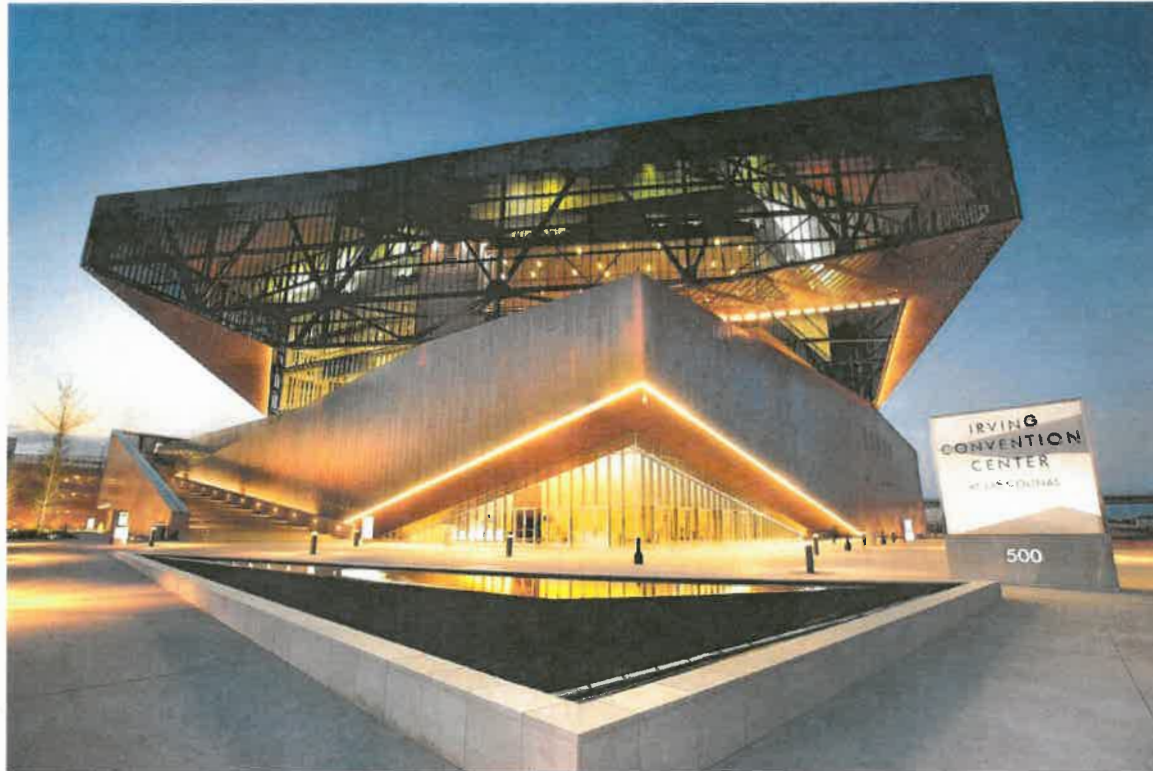
Entity	Check Date	Check #	Vendor Name	Amount
ICVB	12/12/2019	80060881	CONFERENCE DIRECT	3,900.00
	12/12/2019	80060882	CUTTS, SUSAN	487.50
	12/12/2019	80060883	DIPIETRO, KATHERINE	82.69
	12/12/2019	80060884	EAST AFRICA CHAMBER OF COMMERCE	670.00
	12/12/2019	80060885	HAMPTON INN - LAS COLINAS	610.00
	12/12/2019	80060886	HOPKINS, CHERYL	159.96
	12/12/2019	80060887	INTERNATIONAL MEETING MAKER	440.60
	12/12/2019	80060888	IRVING CONVENTION CENTER AT LAS COLINAS	10,309.00
	12/12/2019	80060889	IRVING CONVENTION CENTER AT LAS COLINAS	89,007.00
	12/12/2019	80060890	MALONEY STRATEGIC COMMUNICATION INC	205.00
	12/12/2019	80060891	MANSELL, LORI	149.74
	12/12/2019	80060892	MEETING PROFESSIONALS INTERNATIONAL	2,500.00
	12/12/2019	80060893	NORTHSTAR TRAVEL MEDIA, LLC	1,685.00
	12/12/2019	80060894	SHERATON DFW AIRPORT HOTEL	3,304.00
	12/12/2019	80060895	STATE BAR OF TEXAS	996.00
	12/12/2019	80060896	TEXAS ASCD	2,958.00
	12/12/2019	80060897	TUCKER & ASSOCIATES, LLC	84.55
	12/19/2019	80060898	AMERICAN COLLEGE OF EMERGENCY PHYSICIANS	585.00
	12/19/2019	80060899	BT HOTEL LAS COLINAS LLC (NYLO)	500.00
	12/19/2019	80060900	DIPIETRO, KATHERINE	72.84
	12/19/2019	80060901	FEDERAL EXPRESS CORPORATION	116.10
	12/19/2019	80060902	FOUR SEASONS RESORT & CLUB DALLAS	1,235.00
	12/19/2019	80060903	FOUR SEASONS RESORT & CLUB DALLAS	800.00
	12/19/2019	80060904	GAST, MAURA	76.49
	12/19/2019	80060905	IRVING CONVENTION CENTER AT LAS COLINAS	7,375.89
	12/19/2019	80060906	IRVING CONVENTION CENTER AT LAS COLINAS	12,754.00

Check by Entity

Runtime 1/16/2020 10:16:45

Run by: Marianne Lauda

Entity	Check Date	Check #	Vendor Name	Amount
ICVB	12/19/2019	80060907	IRVING CONVENTION CENTER AT LAS COLINAS	348,000.00
	12/19/2019	80060908	LEVINE, KATHY	65.00
	12/19/2019	80060909	LOPEZ, BRENDA	130.00
	12/19/2019	80060910	OMNI MANDALAY HOTEL	1,995.00
	12/19/2019	80060911	ROBERTS, DEBBIE	65.00
	12/19/2019	80060912	ROCHE, KELLY	143.25
	12/19/2019	80060913	STAPLES	1,020.63
	12/19/2019	80060914	TEXAS OPTOMETRIC ASSOCIATION	690.00
	12/19/2019	80060915	VERIZON WIRELESS SERVICES, LLC	1,277.88
	10000B	216		1,482,278.09
		216		1,482,278.09



Date Distributed: December 20, 2019

Monthly Financial Summary

For Period Ending November 30, 2019

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
November 30, 2019

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	October	November	December	January	February	March	April	May	June	July	August	September	Total		
Event Income															
Direct Event Income															
Rental Income	183,185	77,985	37,420	74,350	119,250	138,619	200,315	133,320	38,500	102,641	234,300	140,250	1,480,134		
Service Income	77,389	12,540	38,000	18,125	50,750	56,750	56,550	80,250	40,000	31,500	31,000	32,750	525,604		
Service Expenses	(133,229)	(35,838)	(65,000)	(75,000)	(90,000)	(85,000)	(90,000)	(80,000)	(80,000)	(75,000)	(75,000)	(80,000)	(964,067)		
Total Direct Event Income	127,345	54,687	10,420	17,475	80,000	110,369	166,865	133,570	(1,500)	59,141	190,300	93,000	1,041,671		
Ancillary Income															
F & B Concessions	24,866	6,231	3,500	11,000	26,000	24,000	20,000	16,000	13,000	5,000	9,000	16,000	174,597		
F & B Catering	605,052	150,709	113,786	350,864	392,935	219,740	295,430	423,654	403,823	114,000	144,020	289,180	3,503,193		
Parking: Self Parking	46,410	12,908	3,280	26,404	31,488	30,033	21,279	25,010	20,172	10,250	5,330	20,500	253,064		
Electrical Services	12,365	4,750	3,000	21,000	12,000	26,000	16,000	13,000	11,000	5,000	9,000	17,000	150,115		
Audio Visual	347	(0)	-	-	-	-	-	-	-	-	-	-	347		
Internet Services	-	(595)	150	100	1,000	2,200	3,100	500	1,500	150	2,000	2,500	12,605		
Total Ancillary Income	689,040	174,003	123,716	409,368	463,423	301,973	355,809	478,164	449,495	134,400	169,350	345,180	4,093,921		
Total Event Income	816,385	228,690	134,136	426,843	543,423	412,341	522,674	611,734	447,995	193,541	359,650	438,180	5,135,593		
Other Operating Income	95,000	26,741	45,000	70,000	60,000	50,000	65,000	55,000	65,000	45,000	50,000	103,375	730,116		
ICVB Operating Subsidy			348,000			350,000			348,750			348,250	1,395,000		
Adjusted Gross Income	911,385	255,431	527,136	496,843	603,423	812,341	587,674	666,734	861,745	238,541	409,650	889,805	7,260,708		
Operating Expenses															
Employee Salaries and Wages	233,091	208,787	244,446	244,446	244,446	244,446	244,446	244,446	244,446	244,446	244,446	244,447	2,886,338		
Benefits	70,845	68,953	74,905	74,905	74,905	74,905	74,905	74,905	74,905	74,905	74,905	188,910	1,002,852		
Less: Event Labor Allocations	(30,233)	(5,970)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(533,503)		
Net Employee Wages and Benefits	273,703	271,770	269,621	269,621	269,621	269,621	269,621	269,621	269,621	269,621	269,621	383,627	3,355,687		
Contracted Services	56,602	52,476	62,090	62,090	62,090	62,090	62,090	62,090	62,090	62,090	62,090	62,090	729,978		
General and Administrative	91,072	29,306	50,074	38,876	48,106	45,772	33,751	34,131	44,174	60,796	42,726	130,397	649,178		
Operations	65,204	40,269	48,801	48,801	48,801	48,801	48,801	48,801	48,801	48,801	48,801	48,793	593,476		
Repair & Maintenance	63,829	34,962	46,808	46,808	46,808	46,808	46,808	46,808	46,808	58,808	46,808	47,312	579,375		
Supplies	10,646	31,569	17,349	17,099	17,599	17,099	17,099	17,599	17,099	30,432	30,432	30,441	254,466		
Insurance	23,137	8,501	10,203	10,203	10,203	10,203	10,203	10,203	10,203	10,203	10,203	10,203	133,668		
Utilities	48,248	39,696	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	537,943		
Other	6	-	208	208	208	208	208	208	208	208	208	212	2,090		
ASM Global Management Fees	67,946	29,543	36,323	36,323	36,323	36,323	36,323	36,323	36,323	36,323	33,980	13,823	435,876		
Total Operating Expenses	700,393	538,092	586,477	575,029	584,759	581,925	569,904	570,784	580,327	622,282	589,869	771,898	7,271,737		
Net Income (Loss) From Operations	210,992	(282,661)	(59,341)	(78,186)	18,664	230,416	17,770	95,950	281,418	(383,741)	(180,219)	117,907	(11,028)	(1,395,000)	(1,406,028)
Budget Forecast Comparison by Month															
	(35,141)	(11,028)													
	355,094	(45,974)	(149,927)	(98,439)	(13,378)	(5,753)	(11,877)	3,100	10,562	33,041	143,191	314,010			

IRVING CONVENTION CENTER/SMG
Financial Statements Monthly Highlights
For the Month Ending November 30, 2019

	Current Actual	Current Budget	Variance	Prior Year Actual
Attendance	13,190	11,720	1,470	9,768
Events	20	21	(1)	19
Event Days	31	35	(4)	30
Direct Event Income	54,687	50,350	4,337	2,521
Ancillary Income	174,003	158,172	15,831	232,661
Total Event Income	228,690	208,522	20,168	235,182
Other Operating Income	26,741	60,000	(33,259)	33,334
Adjusted Gross Income	255,431	268,522	(13,091)	268,516
Indirect Expenses	(538,092)	(545,539)	7,447	(501,449)
Net Income (Loss) From Operations	(282,661)	(277,017)	(5,644)	(232,933)

IRVING CONVENTION CENTER/SMG
Financial Statements Year to Date Highlights
For the Two Months Ending November 30, 2019

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	35,021	43,002	(7,981)	41,985
Events	47	46	1	40
Event Days	78	77	1	60
Direct Event Income	182,033	222,725	(40,692)	102,107
Ancillary Income	863,044	571,270	291,774	591,770
Total Event Income	1,045,077	793,995	251,082	693,877
Other Operating Income	121,742	130,000	(8,258)	54,639
Adjusted Gross Income	1,166,819	923,995	242,824	748,516
Indirect Expenses	(1,238,490)	(1,117,772)	(120,718)	(1,061,816)
Net Income (Loss) From Operations	(71,671)	(193,777)	122,106	(313,300)

IRVING CONVENTION CENTER/SMG
Balance Sheet
November 30, 2019

ASSETS

Current Assets		
Cash	\$	707,775
Accounts Receivable		950,233
Prepaid Assets		27,525
Inventory		65,693
		<hr/>
Total Current Assets		1,751,226

Total Assets	\$	1,751,226
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LIABILITIES AND EQUITY

Current Liabilities		
Accounts Payable	\$	647,404
Accrued Expenses		384,074
Deferred Income		0
Advance Ticket Sales/Deposits		791,419
Other Current Liabilities		0
		<hr/>
Total Current Liabilities		1,822,897
Long-Term Liabilities		
Long Term Liabilites		0
		<hr/>
Total Long-Term Liabilities		0
		<hr/>
Total Liabilities		1,822,897
Equity		
Net Funds Received		11,202,786
Retained Earnings		(11,202,786)
Net Income (Loss)		(71,671)
		<hr/>
Total Equity		(71,671)
		<hr/>
Total Liabilities & Equity	\$	1,751,226

IRVING CONVENTION CENTER/SMG
Income Statement
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
EVENT INCOME							
Direct Event Income							
Rental Income	77,985	80,350	(2,365)	261,170	283,175	(22,005)	217,464
Service Revenue	12,540	25,000	(12,460)	89,928	69,550	20,378	100,282
Service Expenses	(35,838)	(55,000)	19,162	(169,065)	(130,000)	(39,065)	(215,639)
Total Direct Event In	54,687	50,350	4,337	182,033	222,725	(40,692)	102,107
Ancillary Income							
F & B Concessions	6,231	6,000	231	31,098	41,000	(9,902)	40,573
F & B Catering	150,709	133,766	16,943	755,761	448,673	307,088	479,246
Parking	12,908	9,906	3,002	59,319	57,097	2,222	53,212
Electrical Services	4,750	7,000	(2,250)	17,115	22,000	(4,885)	18,059
Audio Visual	0	0	0	346	0	346	0
Internet Services	(595)	1,500	(2,095)	(595)	2,500	(3,095)	680
Total Ancillary Inco	174,003	158,172	15,831	863,044	571,270	291,774	591,770
Total Event Income	228,690	208,522	20,168	1,045,077	793,995	251,082	693,877
OTHER OPERATING INCOME							
Other Income	26,741	60,000	(33,259)	121,742	130,000	(8,258)	54,639
Total Other Operatin	26,741	60,000	(33,259)	121,742	130,000	(8,258)	54,639
Adjusted Gross Inco	255,431	268,522	(13,091)	1,166,819	923,995	242,824	748,516
INDIRECT EXPENSES							
Salaries & Wages	208,787	226,745	17,958	441,878	453,490	11,612	442,199
Payroll Taxes & Ben	68,953	68,840	(113)	139,796	137,680	(2,116)	116,637
Labor Allocations to	(5,970)	(49,730)	(43,760)	(36,203)	(99,460)	(63,257)	(145,278)
Net Salaries and Ben	271,770	245,855	(25,915)	545,471	491,710	(53,761)	413,558
Contracted Services	52,476	62,090	9,614	109,079	124,180	15,101	127,026
General and Adminis	29,306	37,322	8,016	120,380	101,838	(18,542)	79,363
Operating	40,269	45,751	5,482	105,474	91,502	(13,972)	99,222
Repairs & Maintenan	34,962	46,808	11,846	98,791	93,616	(5,175)	110,361
Operational Supplies	31,569	17,849	(13,720)	42,218	35,198	(7,020)	50,819
Insurance	8,501	8,333	(168)	31,638	16,666	(14,972)	12,849
Utilities	39,696	45,208	5,512	87,950	90,416	2,466	83,541
SMG Management F	29,543	36,323	6,780	97,489	72,646	(24,843)	85,077
Total Indirect Expens	538,092	545,539	7,447	1,238,490	1,117,772	(120,718)	1,061,816

An ASM Global Managed Facility

IRVING CONVENTION CENTER/SMG
Income Statement
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
Net Income (Loss)	(282,661)	(277,017)	(5,644)	(71,671)	(193,777)	122,106	(313,300)

IRVING CONVENTION CENTER/SMG
Year Over Year Income Comparison
For the Two Months Ending November 30, 2019

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	77,985	68,131	35,954	29,676	80,892	102,743
F & B Concessions	6,231	4,486	6,220	6,278	11,674	2,990
F & B Catering	150,709	219,548	289,373	424,734	222,969	94,639
Total Event Income	228,690	235,182	325,836	457,140	332,610	205,923
Total Indirect Expenses	538,092	501,449	458,438	464,445	428,690	451,480

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	261,170	217,464	153,054	117,406	229,017	234,628
F & B Concessions	31,098	40,573	35,383	34,085	44,415	47,374
F & B Catering	755,761	479,246	616,138	616,094	570,184	480,939
Total Event Income	1,045,077	693,877	818,825	766,447	892,197	793,220
Total Indirect Expenses	1,238,490	1,061,816	1,104,934	955,623	856,724	868,215

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Assemblies
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	650	600	2,150	1,200
Events	1	1	2	2
Event Days	1	1	4	5
Direct Event Income				
Rental Income	4,600	4,600	27,875	27,875
Service Revenue	200	0	200	0
Service Expenses	(1,690)	0	(7,700)	0
Total Direct Event Income	3,110	4,600	20,375	27,875
Ancillary Income				
F & B Concessions	(92)	0	1,904	0
F & B Catering	621	760	(689)	760
Parking	0	0	(434)	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	529	760	781	760
Total Event Income	3,639	5,360	21,156	28,635

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Banquets
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,530	1,450	4,440	4,550
Events	4	4	9	9
Event Days	4	4	9	10
Direct Event Income				
Rental Income	1,800	1,000	13,160	9,600
Service Revenue	1,310	0	2,010	500
Service Expenses	(3,651)	0	(10,238)	0
Total Direct Event Income	(541)	1,000	4,932	10,100
Ancillary Income				
F & B Concessions	(179)	0	(179)	0
F & B Catering	54,767	42,314	121,011	100,334
Parking	0	0	2,084	1,435
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	54,588	42,314	122,916	101,769
Total Event Income	54,047	43,314	127,848	111,869

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Consumer / Public Shows
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,000	1,500	6,556	16,500
Events	1	1	4	4
Event Days	2	2	9	9
Direct Event Income				
Rental Income	9,750	9,750	56,900	\$6,550
Service Revenue	1,944	1,000	24,106	2,300
Service Expenses	(1,810)	0	(33,570)	0
Total Direct Event Income	9,884	10,750	47,436	\$8,850
Ancillary Income				
F & B Concessions	745	0	10,507	14,000
F & B Catering	1,683	0	8,837	2,280
Parking	6,947	3,280	23,981	23,780
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	4,750	0	5,880	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	14,125	3,280	49,205	40,060
Total Event Income	24,009	14,030	96,641	98,910

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Conventions
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	800	1,500	5,204	7,900
Events	1	1	3	3
Event Days	2	3	10	9
Direct Event Income				
Rental Income	26,175	32,125	82,075	\$8,025
Service Revenue	0	0	12,344	2,750
Service Expenses	(4,261)	0	(26,209)	0
Total Direct Event Income	21,914	32,125	68,210	90,775
Ancillary Income				
F & B Concessions	0	0	12,876	4,500
F & B Catering	18,228	0	72,149	43,597
Parking	0	4,920	19,050	21,320
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	3,045	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	18,228	4,920	107,120	69,417
Total Event Income	40,142	37,045	175,330	160,192

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Meetings
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	5,140	4,720	13,381	10,890
Events	9	10	23	23
Event Days	16	17	38	35
Direct Event Income				
Rental Income	23,900	25,925	69,400	94,175
Service Revenue	(345)	0	41,837	0
Service Expenses	(10,027)	0	(76,772)	0
Total Direct Event Income	13,528	25,925	34,465	94,175
Ancillary Income				
F & B Concessions	(2,564)	0	(2,731)	0
F & B Catering	48,313	64,442	523,976	275,452
Parking	2,143	1,296	10,820	7,692
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	8,190	0
Audio Visual	0	0	346	0
Internet Services	0	0	0	0
Total Ancillary Income	47,892	65,738	540,601	283,144
Total Event Income	61,420	91,663	575,066	377,319

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Sporting Event
For the Two Months Ending November 30, 2019

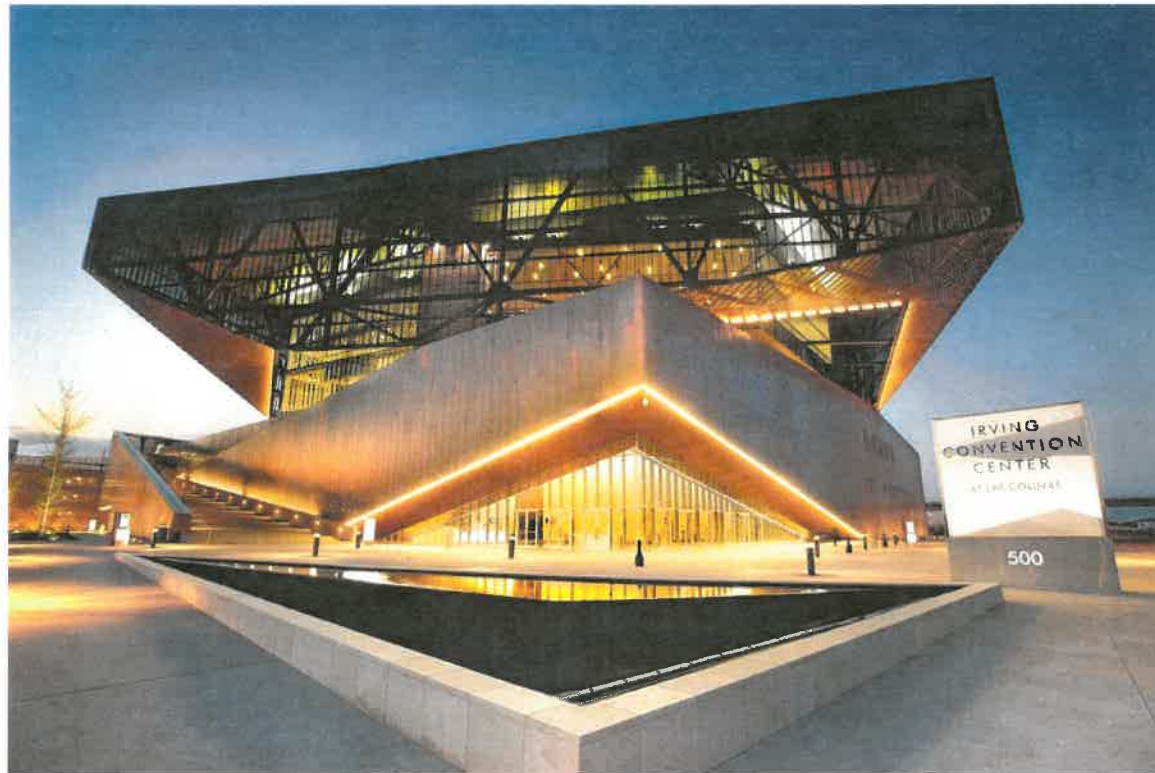
	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,120	1,000	2,120	1,000
Events	1	1	1	1
Event Days	2	4	2	4
Direct Event Income				
Rental Income	7,710	2,900	7,710	2,900
Service Revenue	831	0	831	0
Service Expenses	(5,318)	0	(5,318)	0
Total Direct Event Income	3,223	2,900	3,223	2,900
Ancillary Income				
F & B Concessions	7,733	2,500	7,733	2,500
F & B Catering	(589)	0	(589)	0
Parking	3,818	410	3,818	410
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	(595)	0	(595)	0
Total Ancillary Income	10,367	2,910	10,367	2,910
Total Event Income	13,590	5,810	13,590	5,810

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Trade Shows
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	900	900	900	900
Events	1	1	1	1
Event Days	2	2	2	2
Direct Event Income				
Rental Income	4,050	4,050	4,050	4,050
Service Revenue	8,600	750	8,600	750
Service Expenses	(9,081)	0	(9,081)	0
Total Direct Event Income	3,569	4,800	3,569	4,800
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	26,778	26,250	26,778	26,250
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	26,778	26,250	26,778	26,250
Total Event Income	30,347	31,050	30,347	31,050

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: ICVB
For the Two Months Ending November 30, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	50	50	270	62
Events	2	2	4	3
Event Days	2	2	4	3
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	0	0	(177)	0
Total Direct Event Income	0	0	(177)	0
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	908	0	4,452	0
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	908	0	4,452	0
Total Event Income	908	0	4,275	0



Date Distributed: January 17, 2020

Monthly Financial Summary

For Period Ending December 31, 2019

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
December 31, 2019

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	October	November	December	January	February	March	April	May	June	July	August	September	Total		
Event Income															
Direct Event Income															
Rental Income	183,185	77,985	38,650	78,450	112,950	138,619	209,315	140,870	38,500	102,641	154,300	120,000	1,395,464		
Service Income	77,389	12,540	19,135	18,125	50,750	56,750	57,050	78,750	40,000	31,500	31,000	32,750	505,739		
Service Expenses	(133,229)	(35,838)	(35,116)	(75,000)	(90,000)	(85,000)	(90,000)	(80,000)	(80,000)	(75,000)	(75,000)	(80,000)	(934,183)		
Total Direct Event Income	127,345	54,687	22,669	21,575	73,700	110,369	176,365	139,620	(1,500)	59,141	110,300	72,750	967,020		
Ancillary Income															
F & B Concessions	24,866	6,231	10,154	11,000	26,000	24,000	20,000	16,000	13,000	5,000	9,000	16,000	181,251		
F & B Catering	605,052	150,709	235,426	643,008	364,755	208,340	279,470	359,374	368,863	114,000	128,820	215,460	3,673,277		
Parking: Self Parking	46,410	12,908	13,104	26,404	30,176	31,345	21,279	24,190	20,172	10,250	5,330	20,500	262,068		
Electrical Services	12,365	4,750	5,220	21,000	12,000	26,000	16,000	13,000	11,000	5,000	9,000	17,000	152,335		
Audio Visual	347	(0)	(896)	-	-	-	-	-	-	-	-	-	(549)		
Internet Services	-	(595)	-	100	1,000	2,200	3,100	500	1,500	150	2,000	2,500	12,455		
Total Ancillary Income	689,040	174,003	263,008	701,512	433,931	291,885	339,849	413,064	414,535	134,400	154,150	271,460	4,280,837		
Total Event Income	816,385	228,690	285,677	723,087	507,631	402,253	516,214	552,684	413,035	193,541	264,450	344,210	5,247,857		
Other Operating Income	95,000	26,741	24,454	60,000	50,000	40,000	55,000	45,000	55,000	35,000	40,000	65,000	591,195		
ICVB Operating Subsidy			348,000			350,000			348,750			348,250	1,395,000		
Adjusted Gross Income	911,385	255,431	658,131	783,087	557,631	792,253	571,214	597,684	816,785	228,541	304,450	757,460	7,234,052		
Operating Expenses															
Employee Salaries and Wages	233,091	208,787	217,242	242,888	242,888	242,888	242,888	242,888	242,888	242,888	242,888	242,893	2,845,116		
Benefits	70,845	68,953	59,915	74,509	74,509	74,509	74,509	74,509	74,509	74,509	74,509	188,518	984,303		
Less: Event Labor Allocations	(30,233)	(5,970)	(13,934)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(49,730)	(497,707)		
Net Employee Wages and Benefits	273,703	271,770	263,223	267,667	267,667	267,667	267,667	267,667	267,667	267,667	267,667	381,681	3,331,712		
Contracted Services	56,602	52,476	61,359	62,090	62,090	62,090	62,090	62,090	62,090	62,090	62,090	62,090	729,247		
General and Administrative	91,072	29,306	36,616	56,896	43,173	45,772	33,751	34,131	44,174	60,796	42,726	130,397	648,807		
Operations	65,204	40,269	31,883	49,134	49,134	49,134	49,134	49,134	49,134	49,134	49,134	49,122	579,550		
Repair & Maintenance	63,829	34,962	41,317	46,808	46,808	46,808	46,808	46,808	46,808	58,808	46,808	47,312	573,883		
Supplies	10,646	31,569	11,001	17,099	17,849	17,099	17,099	17,849	17,099	30,432	30,682	30,941	249,368		
Insurance	23,137	8,501	6,489	10,203	10,203	10,203	10,203	10,203	10,203	10,203	10,203	10,203	129,954		
Utilities	48,248	39,696	38,576	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	531,519		
Other	6	-	34	208	208	208	208	208	208	208	208	212	1,916		
ASM Global Management Fees	67,946	29,543	36,621	36,323	36,323	36,323	36,323	36,323	36,323	36,323	33,682	13,823	435,876		
Total Operating Expenses	700,393	538,092	527,119	591,428	578,455	580,304	568,283	569,413	578,706	620,661	588,200	770,781	7,211,833		
Net Income (Loss) From Operations	210,992	(282,661)	131,012	191,659	(20,824)	211,949	2,931	28,271	238,079	(392,120)	(283,750)	(13,321)	22,219	(1,395,000)	(1,372,781)

Budget Forecast Comparison by Month

(35,141)	(11,028)	22,219											
355,094	(45,974)	(149,927)	(98,439)	(13,378)	(5,753)	(11,877)	3,100	10,562	33,041	143,191	314,010		

IRVING CONVENTION CENTER/SMG
Financial Statements Monthly Highlights
For the Month Ending December 31, 2019

	Current Actual	Current Budget	Variance	Prior Year Actual
Attendance	9,932	6,690	3,242	13,113
Events	17	16	1	17
Event Days	24	25	(1)	21
Direct Event Income	22,669	31,695	(9,026)	19,496
Ancillary Income	263,008	196,456	66,552	349,953
Total Event Income	285,677	228,151	57,526	369,449
Other Operating Income	24,454	45,000	(20,546)	25,594
Adjusted Gross Income	310,131	273,151	36,980	395,043
Indirect Expenses	(527,119)	(543,884)	16,765	(624,687)
Net Income (Loss) From Operations	(216,988)	(270,733)	53,745	(229,644)

IRVING CONVENTION CENTER/SMG
Financial Statements Year to Date Highlights
For the Three Months Ending December 31, 2019

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	44,953	49,692	(4,739)	55,098
Events	64	62	2	57
Event Days	102	102	0	81
Direct Event Income	204,702	254,420	(49,718)	121,602
Ancillary Income	1,126,054	767,726	358,328	941,724
Total Event Income	1,330,756	1,022,146	308,610	1,063,326
Other Operating Income	146,193	175,000	(28,807)	80,233
Adjusted Gross Income	1,476,949	1,197,146	279,803	1,143,559
Indirect Expenses	(1,765,609)	(1,661,656)	(103,953)	(1,686,503)
Net Income (Loss) From Operations	(288,660)	(464,510)	175,850	(542,944)

IRVING CONVENTION CENTER/SMG

Balance Sheet
December 31, 2019

ASSETS

Current Assets

Cash	\$	904,400
Accounts Receivable		792,206
Prepaid Assets		22,269
Inventory		60,857

Total Current Assets 1,779,732

Total Assets \$ **1,779,732**

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$	340,476
Accrued Expenses		406,947
Deferred Income		0
Advance Ticket Sales/Deposits		972,969
Other Current Liabilities		0

Total Current Liabilities 1,720,392

Long-Term Liabilities

Long Term Liabilities		0
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Total Long-Term Liabilities 0

Total Liabilities 1,720,392

Equity

Net Funds Received	11,550,786
Retained Earnings	(11,202,786)
Net Income (Loss)	(288,660)

Total Equity 59,340

Total Liabilities & Equity \$ **1,779,732**

IRVING CONVENTION CENTER/SMG
Income Statement
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
EVENT INCOME							
Direct Event Income							
Rental Income	38,650	38,695	(45)	299,820	321,870	(22,050)	251,434
Service Revenue	19,135	38,000	(18,865)	109,063	107,550	1,513	139,466
Service Expenses	(35,116)	(45,000)	9,884	(204,181)	(175,000)	(29,181)	(269,298)
Total Direct Event In	22,669	31,695	(9,026)	204,702	254,420	(49,718)	121,602
Ancillary Income							
F & B Concessions	10,154	3,500	6,654	41,253	44,500	(3,247)	43,673
F & B Catering	235,426	185,706	49,720	991,186	634,379	356,807	820,635
Parking	13,104	4,100	9,004	72,425	61,197	11,228	52,359
Electrical Services	5,220	3,000	2,220	22,335	25,000	(2,665)	24,374
Audio Visual	(896)	0	(896)	(550)	0	(550)	3
Internet Services	0	150	(150)	(595)	2,650	(3,245)	680
Total Ancillary Inco	263,008	196,456	66,552	1,126,054	767,726	358,328	941,724
Total Event Income	285,677	228,151	57,526	1,330,756	1,022,146	308,610	1,063,326
OTHER OPERATING INCOME							
Other Income	24,454	45,000	(20,546)	146,193	175,000	(28,807)	80,233
Total Other Operatin	24,454	45,000	(20,546)	146,193	175,000	(28,807)	80,233
Adjusted Gross Inco	310,131	273,151	36,980	1,476,949	1,197,146	279,803	1,143,559
INDIRECT EXPENSES							
Salaries & Wages	217,242	226,745	9,503	659,120	680,235	21,115	738,147
Payroll Taxes & Ben	59,915	68,840	8,925	199,713	206,520	6,807	182,738
Labor Allocations to	(13,934)	(49,730)	(35,796)	(50,137)	(149,190)	(99,053)	(195,701)
Net Salaries and Ben	263,223	245,855	(17,368)	808,696	737,565	(71,131)	725,184
Contracted Services	61,359	62,090	731	170,436	186,270	15,834	198,001
General and Adminis	36,616	36,167	(449)	156,997	138,005	(18,992)	127,828
Operating	31,883	45,751	13,868	137,359	137,253	(106)	137,165
Repairs & Maintenan	41,317	46,808	5,491	140,108	140,424	316	151,597
Operational Supplies	11,001	17,349	6,348	53,217	52,547	(670)	59,359
Insurance	6,489	8,333	1,844	38,127	24,999	(13,128)	19,394
Utilities	38,610	45,208	6,598	126,559	135,624	9,065	136,499
SMG Management F	36,621	36,323	(298)	134,110	108,969	(25,141)	131,476
Total Indirect Expens	527,119	543,884	16,765	1,765,609	1,661,656	(103,953)	1,686,503

An ASM Global Managed Facility

IRVING CONVENTION CENTER/SMG
Income Statement
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
Net Income (Loss)	(216,988)	(270,733)	53,745	(288,660)	(464,510)	175,850	(542,944)

IRVING CONVENTION CENTER/SMG
Year Over Year Income Comparison
For the Three Months Ending December 31, 2019

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	38,650	33,970	39,927	35,235	27,925	32,255
F & B Concessions	10,154	3,101	5,350	3,189	2,962	3,491
F & B Catering	235,426	341,388	461,572	396,143	260,619	254,310
Total Event Income	285,677	369,449	504,144	425,676	292,584	284,012
Total Indirect Expenses	527,119	624,687	576,872	553,362	499,427	424,716

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	299,820	251,434	192,981	152,641	256,942	266,883
F & B Concessions	41,253	43,673	40,734	37,272	47,376	50,867
F & B Catering	991,186	820,635	1,077,711	1,012,237	830,811	735,252
Total Event Income	1,330,756	1,063,326	1,322,972	1,192,121	1,184,791	1,077,237
Total Indirect Expenses	1,765,609	1,686,503	1,681,805	1,508,973	1,356,151	1,292,929

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Assemblies
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,355	1,100	3,505	2,300
Events	1	1	3	3
Event Days	1	1	5	6
Direct Event Income				
Rental Income	6,970	6,970	34,845	34,845
Service Revenue	600	0	800	0
Service Expenses	(2,167)	0	(9,867)	0
Total Direct Event Income	5,403	6,970	25,778	34,845
Ancillary Income				
F & B Concessions	192	0	2,096	0
F & B Catering	0	0	(689)	760
Parking	0	0	(434)	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	850	0	850	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	1,042	0	1,823	760
Total Event Income	6,445	6,970	27,601	35,605

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Banquets
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,565	1,700	7,005	6,250
Events	6	6	15	15
Event Days	8	7	17	17
Direct Event Income				
Rental Income	2,175	1,450	15,335	11,050
Service Revenue	2,363	1,000	4,373	1,500
Service Expenses	(7,533)	0	(17,771)	0
Total Direct Event Income	(2,995)	2,450	1,937	12,550
Ancillary Income				
F & B Concessions	163	0	(16)	0
F & B Catering	143,214	60,746	264,226	161,080
Parking	0	1,230	2,084	2,665
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	100	0	100	0
Internet Services	0	0	0	0
Total Ancillary Income	143,477	61,976	266,394	163,745
Total Event Income	140,482	64,426	268,331	176,295

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Consumer / Public Shows
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	800	150	7,356	16,650
Events	1	2	5	6
Event Days	1	4	10	13
Direct Event Income				
Rental Income	7,000	9,000	63,900	65,550
Service Revenue	6,570	0	30,676	2,300
Service Expenses	(6,905)	0	(40,475)	0
Total Direct Event Income	<u>6,665</u>	<u>9,000</u>	<u>54,101</u>	<u>67,850</u>
Ancillary Income				
F & B Concessions	5,646	0	16,153	14,000
F & B Catering	3,093	9,000	11,927	11,280
Parking	8,241	2,050	32,223	25,830
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	600	0	6,480	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	<u>17,580</u>	<u>11,050</u>	<u>66,783</u>	<u>51,110</u>
Total Event Income	<u>24,245</u>	<u>20,050</u>	<u>120,884</u>	<u>118,960</u>

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Meetings
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	3,608	1,590	16,989	12,480
Events	4	4	27	27
Event Days	9	9	47	44
Direct Event Income				
Rental Income	7,025	7,025	76,425	101,200
Service Revenue	6,047	2,000	47,884	2,000
Service Expenses	(15,764)	0	(92,536)	0
Total Direct Event Income	(2,692)	9,025	31,773	103,200
Ancillary Income				
F & B Concessions	2,821	1,500	90	1,500
F & B Catering	89,192	92,400	613,169	367,852
Parking	2,684	0	13,504	7,692
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	3,770	0	11,960	0
Audio Visual	(996)	0	(650)	0
Internet Services	0	0	0	0
Total Ancillary Income	97,471	93,900	638,073	377,044
Total Event Income	94,779	102,925	669,846	480,244

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: Sporting Event
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,500	2,100	3,620	3,100
Events	1	1	2	2
Event Days	1	2	3	6
Direct Event Income				
Rental Income	15,480	14,250	23,190	17,150
Service Revenue	3,555	0	4,386	0
Service Expenses	(2,557)	0	(7,875)	0
Total Direct Event Income	<u>16,478</u>	<u>14,250</u>	<u>19,701</u>	<u>17,150</u>
Ancillary Income				
F & B Concessions	2,794	500	10,526	3,000
F & B Catering	(349)	0	(938)	0
Parking	2,179	820	5,998	1,230
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	(595)	0
Total Ancillary Income	<u>4,624</u>	<u>1,320</u>	<u>14,991</u>	<u>4,230</u>
Total Event Income	<u>21,102</u>	<u>15,570</u>	<u>34,692</u>	<u>21,380</u>

IRVING CONVENTION CENTER/SMG
Monthly Event Income Statement: ICVB
For the Three Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	104	50	374	112
Events	4	2	8	5
Event Days	4	2	8	5
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(190)	0	(367)	0
Total Direct Event Income	(190)	0	(367)	0
Ancillary Income				
F & B Concessions	(123)	0	(123)	0
F & B Catering	1,644	0	6,096	0
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	1,521	0	5,973	0
Total Event Income	1,331	0	5,606	0

MINUTES
IRVING CONVENTION AND VISITORS BUREAU
BOARD OF DIRECTORS – EXECUTIVE COMMITTEE MEETING
IRVING CONVENTION CENTER
DECEMBER 13, 2019

Attendance: Rick Lindsey – Board Chair; Karen Cooperstein – Board Vice Chair; David Cole, Debbi Haacke, Greg Malcolm – Committee Members; Bob Bettis, Bob Bourgeois, Julia Kang, Clem Lear – Board members; Tom Meehan, Matt Tungett – SMG/ICC; Maura Gast, Carol Boyer, Marianne Lauda, and Susan Rose - ICVB.

Board Chair Rick Lindsey called the meeting to order at 9:00 a.m. and inquired if there were any citizens present that would like to make a comment on any subject on the agenda. There were none.

Lindsey congratulated ICVB Accounting Director Marianne Lauda for her accomplishment and team work on the new City software conversion project. Lauda gave an overview of the ICVB Financials for September 2019. She reported the September financial report will be the last one produced from Banner. In reviewing the General Fund Balance Sheet, Lauda stated the fiscal year ended well. The Statement of Revenues and Expenditures shows the budgeted transfers to the Reserve Fund of \$125,000 and the ICC Reserve/CIP Fund of \$705,281. She noted the end-of-year fund balance decreased by \$356,000 which was anticipated and budgeted to take money out of the fund balance for operations. The fund is 91% expended. In response to a question from Board Vice Chair Karen Cooperstein, Lauda clarified the Special Services expenditures and transfers. In reviewing the Reserve Fund, Lauda noted the goal is to have six months of operating costs (\$4 million), in the fund and the fund balance is currently \$1,298,010. Transfers will continue to be made into the fund from the General Fund. This year a transfer of \$125,000 was made. An overview of the Computer Replacement Fund showed there were no transfers into this account. The ICVB did replace all staff computers for \$37,955 and the fund shows a \$243,767 balance. The ICC Reserve/Capital Projects Fund was reviewed, and Lauda noted the fund goal is to have \$1.3 million, and currently has a balance of \$1.488 million. She noted the need to continue to transfer funds into this account to maintain a balance for expenditures to maintain the Convention Center. A transfer of \$705,281 from the ICVB General Fund is noted in the account. Lauda commented the financial situation is good at the end of the fiscal year in the General Fund at \$2.3 million but is the lowest it has been since 2009.

Lauda then reviewed the Check Register specifically noting: check #80060633 to Park Place Motorcars & Bodywerks Dallas for an event sponsorship, and check #80060645 to Christian Congregation of Jehovah Witnesses for Business Development Incentive Plan payment for their events that totaled 6,239 hotel room nights. Four checks to the Irving Convention Center were reviewed: \$266,797.98 for Capital Improvement Projects; \$348,250.00 for a subsidy payment; \$20,433.50 for another Capital Improvement Project; and \$20,038 for monthly Catering and IT Services. Check #80060689 to The Fulcrum Group Inc.

was payment for ICSV computer purchases and an upgrade to Office 365. Check #80060686 to SXSW, LLC is the payment for booth space at this year's event.

In response to a question from Lindsey, Lauda replied the reporting training session for Munis will be in January and hoping to have reports for October, November and December 2019 generated by the end of January. The ICSV is modeling reports from Munis after the City's and waiting for their finished report design. She reported all ICSV financial reports have been verified, bank statements reconciled, and journal entries are checked.

Lindsey requested a motion to approve the ICSV September 2019 Financial Reports. Cooperstein made a motion to approve; with a second from Board member Debbi Haacke, the motion unanimously was approved.

Lauda then reviewed the Hotel Occupancy Tax for the Fourth Quarter 2018-19. Lauda reviewed the Collection Report and noted all hotels have paid, with the exception of the Budget Lodge of Irving that is closed for renovation. Discussion was held on the possibility of having the report identify hotels by location. Lauda agreed to add addresses and zip codes in future reports. In response to a question from Cooperstein, Executive Director Maura Gast replied we do not have sufficient data to interpret the decline from the Westin DFW, but renovation may be a part of it, as could be the new Westin Irving Convention Center Hotel is close in location, and the Sheraton Four Points in Coppell. Board member Bob Bourgeois asked if ownership information is available on the hotels, Gast replied it is possible to receive that information from the City for Irving hotels through tax payments. Lauda then reviewed the year-to-date totals for all hotels, which is up 2.65% against last year, and .26% against budget because the budget increased 1.5% over last year's actuals. This year's budget did not increase. Gast responded to a question that the third quarter numbers are believed to be less due to the softening of the market and not seasonal. Cooperstein asked if City Council is aware of the hotel development impact, to which Gast replied it has been presented to them and will be an ongoing conversation regarding allowing variances. The next step will be to bring the discussion to the full City Council for awareness.

ICC General Manager Tom Meehan reviewed the Convention Center October 2019 financials. He reported October was a good month and noted Catering made the month with \$605,052 revenue. Most of that came from corporate groups. Expenses are slightly over by \$128,159 with a lot of work that was done in the building at the end of the year and not attributed to one particular thing. He commented November will level out. Combined Revenue and Expenses are \$127,755 better than budget for the year. Meehan reviewed the Year-Over-Year Income Comparison and pointed out Catering has been consistent, but this year was a phenomenal year. Rental Income was also higher this year than the last five years. However, expenses were the highest as well. He noted it takes a lot to maintain the building the older it gets. Meehan reviewed the Forecast report which shows a snapshot of the anticipated year-end. He noted right now financials are off budget, but that is not considering anything booked for the rest of the year. Now at

Year 10 there will be ups and downs and some months will be better than others. There are quite a few capital improvement projects for the building budgeted this year, and staff is finishing projects that will extend the life of major equipment for the next ten years. Once those are complete, he anticipates capital needs for the building may come down due to those repairs and replacements. The carpet in the Grand Ballroom has been replaced and the new carpeting and cooling tower project will cover the next 10-15 years. In response to a question from Board member Bob Bettis, Meehan responded the lighting upgrade for some of the systems is close to being completed. Converting to LED lights and the upgrade to the Grand Ballroom lights are very expensive item, and we are not there yet. He reported TV monitors have been upgraded in the building and looking at a crosswalk between the ICC and the Westin Irving Convention Center Hotel parking garage. This was supposed to have been done as part of the hotel construction, but was not.

Lindsey requested a motion to approve the ICC October 2019 Financial Reports. Board member Clem Lear made a motion to approve; with a second from Bourgeois, the motion unanimously was approved.

Lindsey requested a motion to approve the ICVB November 15 Executive Committee meeting minutes. Cooperstein made a motion to approve; with a second from Lear, the motion unanimously was approved.

Lindsey reviewed the agenda for the ICVB December 16 Board of Directors meeting. He noted the newly appointed officers, new Board member and renewing term Board members will be sworn in by the City Secretary. Gast reported John Lambeth from Civitas will give a presentation to the Board on Tourism Public Improvement Districts, with background and history of TPIDs to give a bigger than Texas perspective. He will also attend a series of hotelier meetings with Gast on December 16 and 17. Conflict of Interest forms and Committee assignments will be distributed. Lindsey noted the January 27 Board meeting will be held at the Irving Arts Center. The Irving Hospitality Industry Annual meeting will be held on February 14 at the Convention Center.

Lindsey reported Committee Chair assignments are: Board and Business Development – Debbi Haacke with Bob Bourgeois as Vice Chair; Community Engagement Committee – Bob Bourgeois; Destination Development – Greg Malcolm and David Cole is Vice Chair.

The next Executive Committee meeting will be held on Friday, January 24.

Lindsey adjourned the meeting at 9:50 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Maura Allen Gast". The signature is written in a cursive, flowing style.

Maura Allen Gast, FCDME
Executive Director

**AMENDED
AGENDA**

**Irving Convention and Visitors Bureau Board of Directors
Monday, January 27, 2020 at 11:45 AM
Irving Arts Center – Suite 200
3333 N. MacArthur Blvd.
Irving, Texas 75062**

NOTE: A possible quorum of the Irving City Council may be present at this Board meeting.

1. Citizen Comments on Items Listed on the Agenda

Consent Agenda

2. Approving ICVB Board Minutes for December 16, 2019

***3. Accepting the Irving Convention Center Financial Report for November and December 2019**

4. Accepting the ICVB Financial Report for October – December 2019

Individual Consideration

5. Approving Board & Business Development Committee Recommendations for Bylaws Amendments

**6. Approving Community Engagement Committee Recommendations for High Spirited Citizen
Nominations**

- Sammy Romero
- Carolyn Weinzirl

Reports

7. Board Chair Report

- a. Schedule of Upcoming Meetings and Activities
 - Next Executive Committee Meeting – February 21, 2020
 - Next Board Meeting – February 24, 2020
 - Industry Hospitality Annual Meeting – February 14, 2020

8. Board Committee Reports

- b. Board & Business Development – Debbi Haacke
 - Recap of January 14, 2020 Meeting
 - Next Meeting – March 13, 2020
- c. Community Engagement – Bob Bourgeois
 - Recap of January 14, 2020 Meeting
 - Next Meeting – April 14, 2020
- d. Destination Development – Greg Malcolm
 - Next Meeting – February 11, 2020

AGENDA - Continued

9. City Reports

- e. Council Liaison – Councilman John Danish
- f. Mayor & Other Council Members
- g. City Manager – Chris Hillman
 - Visitor Development Updates
 - Toyota Music Factory
 - Other City Updates

10. Bureau Monthly Management Reports

- h. Executive Director – Maura Gast
- i. Sales and Services – Lori Fojtasek
- j. Marketing and Communications – Diana Pfaff
- k. Finance and Administration – Susan Rose
 - Smith Travel Research and AirDNA Monthly Reports
 - Volunteer Visitor Information Center Update – Carol Boyer

11. Convention Center Management Report – Tom Meehan/Matt Tungett

12. Industry Partner Reports

- l. The Pavilion at the Music Factory/Live Nation Report – Mike Riley
- m. Hotel Industry Updates – Greg Malcolm, Dirk Burghartz, Kim Limon
- n. Restaurant Industry Update – David Cole

13. Partner Organization & Stakeholder Reports

- o. DART/Transportation and Infrastructure - Mayor Rick Stopfer
- p. DCURD and Irving Flood Control Districts – Jacky Knox
- q. Chamber of Commerce – David Pfaff/Beth Bowman
- r. Irving Arts and Culture – Todd Hawkins/Kim Andres
- s. Salesmanship Club – Jon Drago
- t. The Las Colinas Association – Hammond Perot
- *u. TIF - Michael Randall
- v. University of Dallas – Dr. Thomas Hibbs

I, the undersigned authority, do hereby certify that this notice of meeting was posted on the kiosk at City Hall of the City of Irving, Texas, a place readily accessible to the general public at all times, and said notice was posted by the following date and time:

_____ at _____ and will remain so posted at least 72 hours before said meeting convened.

Deputy Clerk, City Secretary's Office

This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.