

AGENDA
Irving Convention and Visitors Bureau
Board of Directors Executive Committee
Friday, November 14, 2025 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 and City Council may be present at this committee meeting.

1. Citizen Comments on Items Listed on the Agenda
2. Approving Executive Committee Minutes – September 26, 2025
3. Accepting the Irving Convention Center Audit Report for FY2024-25 – BVWD, LLP
4. Approving the Budget Adjustment Transfer Achieved from the Irving Convention Center FY2024-25 Operational Savings to the Convention Center Reserve/Capital Projects Fund
5. Approving the Transfer of Funds from the General Fund to the Irving Convention Center Reserve/CIP Fund for FY2024-25 Payments Made from the General Fund in the Amount of \$289,886.00 for Westin Irving Convention Center Hotel Parking Garage Payments
6. Approving to Increase the Expenditure Budget of the Irving Convention Center Reserve/CIP Fund for FY2025-26 Payments in the Amount of \$324,000.00 for Westin Irving Convention Center Hotel Parking Garage Payments
7. Approving to Increase the Irving CVB Contribution to the City Risk Insurance Fund for FY2025-26 in the amount of \$15,185.00
8. Accepting the Irving Convention Center Financials – September 2025
9. Review of Hotel Occupancy Tax Collections
10. Review of Board Meeting Agenda – November 17, 2025
11. Chairman/Executive Director Reports
 - a. New Board Appointees
 - b. Updates on Strategic Plan Stakeholder Interviews & Resident Sentiment Survey
 - c. High Spirited Citizen Luncheon – November 14
 - d. Former Board Meeting Luncheon – December 5

AGENDA - Continued

- 12. City Council Reports and Staff Comments
- 13. Next meeting - Friday, December 12, 2025

CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the Kiosk at the City Hall of the City of Irving, Texas, a place convenient and 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 3 business days 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.