

AGENDA
Irving Convention and Visitors Bureau
Board of Directors Executive Committee
Friday, January 24, 2025 at 9:00 AM
Irving Convention Center – First Floor Boardroom
500 W. Las Colinas Blvd.
Irving, Texas 75039

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

Directors of the ICVB and the public may participate in the Executive Committee meeting by telephone conference or videoconference call. Sign-in via telephone or online will be from 8:30 a.m. to 9:00 a.m. on January 24, 2025. All participants by telephone conference or videoconference will be able to speak when called upon. The following link will allow access online: <https://us02web.zoom.us/j/83190747009> - Meeting ID: 831 9074 7009. Or via telephone by dialing 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free).

1. Citizen Comments on Items Listed on the Agenda
2. Irving Hotel Outlook Presentation – Tourism Economics Quarterly Update
3. Approving Executive Committee Minutes – December 13, 2024
4. Accepting ICVB Financial Reports – October, November and December 2024
5. Review of Hotel Occupancy Tax Collections
6. American Rescue Plan Act (ARPA) Funding Summary
7. Accepting the ICC Financial Reports –November and December 2024
8. Review of Board Meeting Agenda – January 27, 2025
9. City Council Updates and Staff Comments
10. Chairman/Executive Director Reports
11. Next Meeting – February 24, 2025

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.

MINUTES
IRVING CONVENTION AND VISITORS BUREAU
EXECUTIVE COMMITTEE
IRVING CONVENTION CENTER
Friday, December 13, 2024

Attendance: Richard G. Stewart, Jr. – Board Chair, Sam Reed – Board Vice Chair; David Cole, Colvin Gibson, Julia Kang, and Greg Malcolm - Committee Members; Tom Meehan – ASM/ICC; Maura Gast, Carol Boyer, Marianne Lauda, Brice Petty, and Susan Rose – ICVB. Council Liaison Kyle Taylor and Councilman Al Zapanta.

Board Chair Richard G. Stewart, Jr. called the meeting to order at 9:00 a.m. There were no citizen comments.

Stewart asked for a motion to approve the November 15, 2024, Executive Committee meeting minutes. On a motion from Board Vice Chair Sam Reed and a second from Board member Colvin Gibson, the motion to approve the minutes unanimously was approved.

ACCEPTING THE ICVB FINANCIAL REPORTS

Lauda reviewed the FY2023-24 Financial Position Summary.

Revenue by Fund:

- Collected \$17,914,554 in Revenue in the General Fund, budgeted \$12,528,758. The majority of the difference is related to recognizing the ARPA funding that was received.
- Hotel Occupancy Tax fell short of the budgeted \$10,089,968, with \$9,511,642 collected. There are two hotels that remain significantly delinquent in hotel tax remittance.
- Reserve Fund reports \$766,390, \$122,390 better than budget. There was a budgeted transfer from the General Fund of \$500,000.
- Technology Fund shows \$26,594, budgeted \$20,000. Income is all from interest collected.
- The ICC CIP Fund reports \$147,660 better than budget, with fund balance of \$2,550,876. Majority of Revenue is from interest collected, transfer from the General Fund and collections from the Westin Irving Convention Center Hotel parking garage lease.
- Overall Revenue for the year is \$5,084,114 more than budgeted.

Expenditures by Fund:

- The General Fund budgeted \$13,707,794 and spent \$16,301,499. Lauda noted she will have an ARPA funds report at next month's Committee meeting. Some ARPA expenditures will transfer from the CIP Fund back into the General Fund. Some expenses did not qualify for ARPA funds and will be transferred for compliance purposes.
- No money was spent from the Reserve and Technology Funds.

General Fund – Excluding ARPA and SMG Subsidy Funding:

- Transfers and refund of over \$1 million from SMG for the subsidy amount impacted the numbers.
- Budgeted to collect \$10,229,968 and collected \$9,797,715.
- The fund is 95% expended.

Expenditures by Department were reviewed.

- In general, the fund balances are doing well; overall, it was a good year. Staff is conscious of expenses and hopefully we will meet or exceed budget in Hotel Occupancy Tax collections. It was noted the City and ICVB budgeted the same for Hotel Occupancy Tax.

Check Register:

- Check to Irving-Las Colinas Chamber of Commerce for our portion of a software license. The expense was split between ICVB and the Chamber; Chamber for 2/3 and ICVB for 1/3. The data is primarily domestic, not international and dates back to 2017.
- Business Development Incentive payment to Life Teen, Inc. for Steubenville group.
- Several Business Development Incentive payments for fiscal year-end were made to groups and SMG to reimburse from funds received from the State Events Trust Fund.
- Checks from other funds paid to SMG for projects in the building.
- Lauda noted this is the last month for payments divided between Hotel Occupancy Tax and ARPA funds. Moving forward will be relying only on Hotel Occupancy Tax.

Cash Flow Report:

- The year ended in a good position.
- Three of the four funds made goal.
- As was budgeted, there were no funds transferred into the Technology Fund; a transfer is budgeted for FY2024-25.

Stewart asked for a motion to approve the ICVB September 2024 financial reports. On a motion from Reed and a second from Board member Julia Kang, the motion passed unanimously.

REVIEW OF HOTEL OCCUPANCY TAX COLLECTIONS

Lauda reviewed the Hotel Occupancy Tax Collections for September 2024:

- Luxury & Full Service:
 - All but two hotels have paid. Both the Doubletree by Hilton DFW Airport North and the Sheraton DFW Airport hotels remain delinquent.
 - The year-end total for the category is \$4,662,405.25.

Council Liaison Kyle Taylor reported the City's Audit and Finance Committee held discussions with outside counsel Linebarger Goggan Blair & Sampson, LLP to collect the delinquent amount. The City Attorney's Office is having challenges regarding communication with Linebarger and City Council has instructed the City Attorney's Office to move forward with going to trial in January. Stewart added they are a collection firm and may not be a good litigation firm, but at a minimum they should be responding to the City Attorney's Office. Executive Director Maura Gast noted the balance is expected to be paid in full, including penalties and interest, without any compromise.

- All Suite / Extended Stay:
 - One hotel has not paid for two months.
 - YTD collected \$2,045,840.40.

- Budget Service:
 - One property has not paid for the month.
 - Overall collected \$553,679.19.
- Limited Service:
 - One hotel has not paid.
 - Collected \$1,820,793.68 YTD.
- Short-Term Rentals:
 - There are 35 properties reported in September for \$23,996.05 and \$279,014.05 for the year.
 - This category is performing at a steady pace.
- Summary:
 - September collected \$807,848.96. Budgeted \$874,560.00, short 7.6%.
 - For the year, collected \$9,361,732.57, down 7.2% from Budget.
 - Prior Year collected \$8,903,811.19.
 - Year-end collection history report shows FY2023-24 as the highest to date.

In response to a question from Board member David Cole, Gast explained in comparing the number of properties that open to the number that close, this year only one hotel property closed (from a fire), and two were added. It is not unusual to add 100 rooms per year locally. It is important to point out that renovations can close rooms for a limited time; also any hotel that prioritizes long-term (30+-days) stays will see those stays exempt from Hotel Occupancy Tax.

ACCEPTING THE ICC FINANCIAL REPORT – OCTOBER 2024

General Manager Tom Meehan reported:

- In the first month of the fiscal year FY2024-25 generated \$593,270 in Net Income (Loss) from Operations and beat budget by \$213,547.
- Rental Income is down for the month.
- Ancillary Income – F&B Catering shows \$908,673 for the month, which is an extraordinary number for one month, and \$96,348 over budget.
- Parking is ahead of budget.
- Electrical Services is \$22,080 ahead of budget.
- Other Operating Income is \$108,080 ahead of budget and includes Audio Visual, Concert Parking and Commissions.
- Adjusted Gross Income is \$140,013 ahead of budget for the month.
- Expenses saved \$73,534 for the month.

Year-over-Year Comparison (over the last five years)

- YTD Rental Income is above last year to date.
- YTD F&B Catering is well above five prior years.

Meehan reported the forecast report shows returning \$69,959 as of today to the CIP Fund. This is an excellent, positive number in the first month of the fiscal year, and that number will grow each month.

Stewart asked for a motion to approve the October 2024 ICC financial report. On a motion from Board member Kang, and a second from Board member Reed, the motion was unanimously approved.

BOARD AGENDA REVIEW

Gast reviewed the December 16, 2024 Board agenda:

- There will be a swearing-in of newly appointed and re-appointed Board members.
- The Committee Sign-Up Form will be in the packet and distributed as a handout. When those forms are returned, the Committee Chairs and Vice Chairs will be appointed.
- The Board Chair will recognize Office Manager Carol Boyer on her 15-year service award.
- A draft of the Board meetings and Activity Calendar will also be distributed for review.
- This is Kelly O'Briant's last meeting as Arts Board Chair. The Arts Board will elect a new Chair at their next Board meeting.

CITY COUNCIL UPDATES

Council Liaison Kyle Taylor reported:

- Council denied a request from LivSmart Studios by Hilton for a studio apartment-style suites hotel.
- PUD-6 area development for warehouses was also denied. Council will have conversations and change the language with what can and cannot build in that area to make it easier to understand and the seriousness of being a partner with the City.
- A DFW Humane Society presentation was given regarding the bond election for expansion of the animal shelter in partnership with the DFW Humane Society. There was some miscommunication regarding the timeline of construction and Irving Police Chief Derick Miller took ownership of the issues.
- Discussion was held on short-term rentals and ways to strengthen the ordinances.
- Council heard a presentation in Work Session from Better Block, which helps revitalize areas. Council will discuss moving forward and costs.
- Baylor, Scott and White and Irving Schools Foundation would like to partner with Blue Zones organization to make a healthier city. There are a lot of things the City already does, i.e., bike lanes, parks, working with the school district on nutrition and food. Their data is from 2018 and is a challenge. Fort Worth has spent \$30 million with Blue Zone. Discussions will continue on cost and effectiveness for Irving.
- Council will have legislative discussions to set up legislative priorities, including a change to the cap on local municipalities with seniors and affordable housing. Gast added some properties in Houston are taking older at-risk hotels with meeting space and converting them to card clubs with sleeping rooms.

Councilman Al Zapanta reported:

- The Planning and Development Committee has discussed the aftermath of COVID and people returning to work.

Discussion was held on the impact of small hotels that live under a larger hotel flag and the effect on financials. Board member Greg Malcolm added he supports the Council decision to deny building those properties as they become more of an apartment property. He noted older Hampton Inns are going out of the Hilton system, and they are developing a Hilton Spark property to fill the gap. Gast added the challenge in Irving and the Metroplex is the big brands are constantly looking for a new flag to create that may fill the void on their financials, but it is not necessarily a void in the travel market. Irving's market is saturated, and it all goes back to the development standards. Cole noted that hotels impact full-service restaurants and over the last four years food delivery has been impacted.

Gast will present a quarterly update to City Council in January and would like to present an update to the Audit and Finance Committee on Hotel Occupancy Tax. Taylor noted Council will start looking at next year's budget and give direction to City staff in January. Zapanta noted it is a great time for Gast to educate Council on the impact to the City. Gast added she is aiming for either the February Destination Development Committee or Board meeting to have an update on the PUD-6 area. It may be a joint meeting with the Board of the Irving-Las Colinas Chamber of Commerce. In response to a question, Gast stated the ICVB Board and Committee meeting agendas are posted as public meetings and include language that a possible quorum of the ICVB Board and City Council may be present at the meeting.

CHAIRMAN/EXECUTIVE DIRECTOR & STAFF UPDATES

Discussion was held on recommendations to fill the Former Board Member seat on the Board. Stewart noted former Board member Bob Bourgeois has been brought forward from the Board and Business Development Committee and asked for any other recommendations. It was noted this is a non-voting position on the Board and any candidate must be willing to serve and have the time. Cole added that any new Board appointees must understand the responsibility to hire and/or fire the Executive Director. It was noted the Board needs a good mix of new and experienced members. With no further recommendations, the recommendation for Bourgeois to fill the Former Board Member position will be brought forward to the Board for nomination and approval and forwarded to the City Council for action.

With no further comments or discussion, Stewart adjourned the meeting at 10:16 a.m.

Respectfully submitted,



Maura Allen Gast, FCDME
Executive Director



ICVB FINANCIAL STATEMENTS

For Period Ending
October 2024

IRVING
CONVENTION &
VISITORS BUREAU



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
OCTOBER 2024

Assets

Cash and equivalents	1,210,122.93
Investments	3,606,130.00
Tax receivables	820,703.62
Receivables	1,280,757.00

Total Assets	<u>6,917,713.55</u>
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Liabilities

Accounts payables	931,888.21
Accr wages & benf	289,303.61
Unearned revenue	153,694.75
Due to other funds	33,066.14

Total Liabilities	<u>1,407,952.71</u>
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Fund Balance (Budgetary basis)

Reserve for encumbrances	460,231.18
Unreserved	5,049,529.66

Total Fund Balance	<u>5,509,760.84</u>
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Total Liabilities and Fund Balance	<u>6,917,713.55</u>
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IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
OCTOBER 2024

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	0.00	0.00	9,767,787.00	0.0%	0.00	9,767,787.00
	PENALTY AND INTEREST	0.00	0.00	0.00	100.0%	0.00	0.00
	PRIOR YEAR	0.00	0.00	0.00	100.0%	0.00	0.00
	SHORT-TERM RENTALS	0.00	0.00	0.00	100.0%	0.00	0.00
	TOTAL HOTEL/MOTEL TAX	0.00	0.00	9,767,787.00	0.0%	0.00	9,767,787.00
	M4 - INVESTMENT INCOME	0.00	0.00	235,000.00	0.0%	0.00	235,000.00
	M5 - MISCELLANEOUS	0.00	0.00	20,000.00	0.0%	0.00	20,000.00
	TOTAL REVENUE	0.00	0.00	10,022,787.00	0.0%	0.00	10,022,787.00
EXPENDITURES							
	N1 - SALARIES	66,717.04	66,717.04	3,313,639.00	2.0%	0.00	3,246,921.96
	N2 - BENEFITS	17,764.57	17,764.57	653,408.00	2.7%	0.00	635,643.43
	N4 - SUPPLIES	0.00	0.00	66,310.00	0.0%	0.00	66,310.00
	O1 - UTILITIES (COMMUNICATIONS)	0.00	0.00	30,136.00	0.0%	0.00	30,136.00
	O3 - OUTSIDE SERVICES						
	CLOUD BASED SOFTWARE FEES	0.00	0.00	284,285.00	0.0%	0.00	284,285.00
	FREIGHT	33.52	33.52	3,250.00	1.0%	0.00	3,216.48
	MARKETING AND SALES RESOURCES	2,834.44	2,834.44	46,500.00	6.1%	0.00	43,665.56
	MEDIA ADVERTISING	0.00	0.00	440,848.46	0.0%	44,304.01	396,544.45
	POSTAGE EQUIPMENT RENTAL	0.00	0.00	2,650.00	0.0%	662.16	1,987.84
	PROFESSIONAL SERVICES	480,077.30	480,077.30	2,325,303.00	20.6%	415,265.01	1,429,960.69
	PROPERTY MANAGEMENT SERVICES	0.00	0.00	1,395,000.00	0.0%	0.00	1,395,000.00
	TOTAL OUTSIDE SERVICES	482,945.26	482,945.26	4,497,836.46	10.7%	460,231.18	3,554,660.02
	O4 - TRAVEL - TRAINING - DUES						
	TRAVEL AND TRAINING	0.00	0.00	589,714.00	0.0%	0.00	589,714.00
	MILEAGE REIMBURSEMENT	0.00	0.00	3,900.00	0.0%	0.00	3,900.00
	MEMBERSHIP AND DUES	10,200.00	10,200.00	73,070.00	14.0%	0.00	62,870.00
	TOTAL TRAVEL - TRAINING - DUES	10,200.00	10,200.00	666,684.00	1.5%	0.00	656,484.00
	O5 - CLAIMS AND INSURANCE	151,850.00	151,850.00	151,850.00	100.0%	0.00	0.00
	O7 - MISCELLANEOUS EXPENSES						
	ADM COST REIMBURSEMENT	0.00	0.00	390,711.00	0.0%	0.00	390,711.00
	BUSINESS DEV INCENTIVE PROG	30,941.00	30,941.00	480,000.00	6.4%	0.00	449,059.00
	CONVENTION SERVICES MATERIALS	0.00	0.00	95,750.00	0.0%	0.00	95,750.00
	EVENT SPONSORSHIPS	49,235.00	49,235.00	257,500.00	19.1%	0.00	208,265.00
	LOCAL PROGRAMS-PROMOTIONS	2,035.43	2,035.43	381,250.00	0.5%	0.00	379,214.57
	TOTAL MISCELLANEOUS EXPENSES	82,211.43	82,211.43	1,605,211.00	5.1%	0.00	1,522,999.57
	P5 - TRANSFERS OUT						
	TRSF TO POB RISK MITIGATION FUND	23,139.00	23,139.00	23,139.00	100.0%	0.00	0.00
	TRSF TO HEALTH SELF INSUR FUND	3,550.00	3,550.00	3,550.00	100.0%	0.00	0.00
	TRSF TO GENERAL DS FUND	90,306.00	90,306.00	90,306.00	100.0%	0.00	0.00
	TOTAL TRANSFERS OUT	116,995.00	116,995.00	116,995.00	0.0%	0.00	0.00
	TOTAL EXPENDITURES	928,683.30	928,683.30	11,102,069.46	8.4%	460,231.18	9,713,154.98

Beginning Fund Balance	6,438,444.14
Revenues	0.00
Expenditures	(928,683.30)
Ending Fund Balance	5,509,760.84



2204 - ICVB CONV CENTER RESERVE / CIP
MONTHLY BALANCE SHEET
OCTOBER 2024

Assets

Cash and equivalents	111,800.09
Investments	5,103,000.00
Receivables	7,931,379.63

Total Assets	<u>13,146,179.72</u>
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Liabilities

Unearned revenue	1,609,041.10
Deferred inflow	7,713,199.90
Total Liabilities	<u>9,322,241.00</u>

Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	3,823,938.72

Total Fund Balance	<u>3,823,938.72</u>
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Total Liabilities and Fund Balance	<u>13,146,179.72</u>
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IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE / CIP FUND
MONTHLY FINANCIAL REPORT
OCTOBER 2024

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
	M1 - CHARGES FOR SERVICES						
	LEASE REVENUE	0.00	0.00	147,621.00	0.0%	0.00	147,621.00
	M4 - INVESTMENT INCOME	0.00	0.00	85,000.00	0.0%	0.00	85,000.00
	M5 - MISCELLANEOUS	52,591.80	52,591.80	313,333.00	16.8%	0.00	260,741.20
TOTAL REVENUE		52,591.80	52,591.80	545,954.00	9.6%	0.00	493,362.20
EXPENDITURES							
	N7 - STRUCTURE MAINTENANCE	26,295.89	26,295.89	974,000.00	2.7%	0.00	947,704.11
	P1 - CAPITAL EXPENDITURES	0.00	0.00	1,000,000.00	0.0%	0.00	1,000,000.00
TOTAL EXPENDITURES		26,295.89	26,295.89	1,974,000.00	1.3%	0.00	1,947,704.11

Beginning Fund Balance	3,797,642.81
Revenues	52,591.80
Expenditures	(26,295.89)
Ending Fund Balance	<u><u>3,823,938.72</u></u>



Irving Convention and Visitors Bureau

Check Register

October 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064278	10/8/2024	AJR MEDIA GROUP			495.00
		MEDIA ADVERTISING	ADVERTISING - TOURTEXAS.COM	495.00	
80064279	10/8/2024	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			58,158.16
		ACCOUNTS PAYABLE	SEPT 2024 - RECEIPTS	58,158.16	
80064280	10/8/2024	ASHFORD TRS CORPORATION			1,024.00
		BUSINESS DEV INCENTIVE PROG	YUENGLING COMPANY/SEPT 2024	372.00	
		BUSINESS DEV INCENTIVE PROG	THE JENSEN PROJECT GRANTTANK COHORT/SEPT 2024	652.00	
80064281	10/8/2024	AUTOED., INC			25,535.00
		BUSINESS DEV INCENTIVE PROG	AUTOMATIK CAR LAUNCH/AUG-SEPT 2024	25,535.00	
80064282	10/8/2024	BH DFW PROPERTY LP			720.00
		BUSINESS DEV INCENTIVE PROG	ARTHUR MURRAY FALL DANCE/SEPT 2024	720.00	
80064283	10/8/2024	COLLEGIATE SPORTS TRAVEL, INC			1,265.00
		BUSINESS DEV INCENTIVE PROG	AAC OFFICIALS SFA @ UNT/SEPT 2024	105.00	
		BUSINESS DEV INCENTIVE PROG	AAC OFFICIALS WYOMING @ UNT/SEPT 2024	180.00	
		BUSINESS DEV INCENTIVE PROG	UNIVERSITY OF ARKANSAS TEAM TRAVEL/SEPT 2024	870.00	
		BUSINESS DEV INCENTIVE PROG	AAC OFFICIALS TULSA @ UNT/SEPT 2024	110.00	
80064284	10/8/2024	CUTTS, SUSAN			567.00
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - SEPT 23 - 30, 2024	567.00	
80064285	10/8/2024	ELYSA M. ELLIS			1,400.00
		PROFESSIONAL SERVICES	BLOG POSTS - VISIT IRVING BLOGS	1,400.00	
80064286	10/8/2024	GOODGAME, STEPHEN A			1,100.00
		PROFESSIONAL SERVICES	PHOTOGRAPHY SERVICES	1,100.00	
80064287	10/8/2024	GREATER IRVING-LAS COLINAS CHAMBER OF COMMERCE			6,000.00
		MEMBERSHIPS, CERTS, & LICENSES	24-25 MEMBERSHIP	6,000.00	
80064288	10/8/2024	GREENSPRING MEDIA LLC			5,746.00
		MEDIA ADVERTISING	ADVERTISING	746.00	
		MEDIA ADVERTISING	ADVERTISING	5,000.00	
80064289	10/8/2024	HCD DALLAS CORPORATION			3,080.00
		BUSINESS DEV INCENTIVE PROG	AHA STRATEGIC NETWORK MEETING/SEPT 2024	3,080.00	
80064290	10/8/2024	MADDEN PREPRINT MEDIA LLC			62,501.71
		PROFESSIONAL SERVICES	ADVERTISING	62,501.71	
80064291	10/8/2024	NATIONAL RIFLE ASSOCIATION			2,055.00
		BUSINESS DEV INCENTIVE PROG	NRA BOARD OF DIRECTORS MEETING/SEPT 2024	2,055.00	
80064292	10/8/2024	NORTHSTAR TRAVEL MEDIA, LLC			1,500.00
		MEDIA ADVERTISING	ADVERTISING	1,500.00	
80064293	10/8/2024	PANADE II, LTD			775.00
		BUSINESS DEV INCENTIVE PROG	RISE ADAPTIVE SPORTS/SEPT 2024	775.00	
80064294	10/8/2024	SMG			6,445.00
		BUSINESS DEV INCENTIVE PROG	TPMA SOUTHWEST FOOT & ANKLE CONF/SEPT 2024	1,745.00	
		BUSINESS DEV INCENTIVE PROG	NATIONAL WEATHER ASSOCIATION/SEPT 2024	4,700.00	
80064295	10/8/2024	SMG			1,314.79
		BUILDINGS MAINT	WESTIN GARAGE RENTAL P&I - AUG 2024	1,314.79	



Irving Convention and Visitors Bureau

Check Register

October 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064296	10/8/2024	SPORTS CLUB LC OWNER LLC			1,200.00
		MEMBERSHIPS, CERTS, & LICENSES	OCTOBER 2024	1,200.00	
80064297	10/8/2024	TEXAS TRAVEL ALLIANCE			3,000.00
		MEMBERSHIPS, CERTS, & LICENSES	2025 MEMBERSHIP	3,000.00	
80064298	10/8/2024	THE BIG 12 CONFERENCE, INC			790.00
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS TARLETON AT BAYLOR/SEPT 2024	225.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS LIU AT TCU/SEPT 2024	230.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS UCF AT TCU/SEPT 2024	60.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS AIR FORCE AT BAYLOR/SEPT 2024	165.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS BYU AT BAYLOR/SEPT 2024	110.00	
80064299	10/8/2024	TRADE PRESS MEDIA GROUP, INC			3,300.00
		MEDIA ADVERTISING	ADVERTISING	3,300.00	
80064300	10/8/2024	WHITE, MONTY			126.71
		COMMUNICATIONS	AUG 2024 - CELL	75.00	
		COMMUNICATIONS	SEPT 2024 - CELL	75.00	
		COMMUNICATIONS	JUL 2024 - CELL	75.00	
		COMMUNICATIONS	JUN 2024 - CELL	75.00	
		TRAVEL AND TRAINING	SIMPLEVIEW SUMMIT 2024	(22.70)	
		TRAVEL AND TRAINING	DI MARKETING & COMMUNICATIONS SUMMIT 2024	(31.33)	
		TRAVEL AND TRAINING	DI ANNUAL CONFERENCE 2024	(114.51)	
		COMMUNICATIONS	APR 2024 - CELL	75.00	
		TRAVEL AND TRAINING	HSMAI COMMERCIAL STRATEGY WEEK 2024	(79.75)	
80064301	10/10/2024	BOYER JAUDES, CAROL			75.00
		COMMUNICATIONS	SEPT 2024 - CELL	75.00	
80064302	10/10/2024	ERIN SIlLOWAY			935.43
		LOCAL PROGRAMS-PROMOTIONS	CLIENT REIMBURSEMENT - 2 AIRFARES (FALL FAM)	935.43	
80064303	10/10/2024	ESPINOZA, ANABEL			75.00
		COMMUNICATIONS	SEPT 2024 - CELL	75.00	
80064304	10/10/2024	LANITA J. NEECE			600.00
		LOCAL PROGRAMS-PROMOTIONS	MOTORCYCLE ESCORTS TO AT&T STADIUM - FALL FAM	600.00	
80064305	10/10/2024	MANUSAMA, DEBORA CHRISTY			7,100.00
		PROFESSIONAL SERVICES	DIGITAL CONTENT SPECIALIST - SEPTEMBER 2024	7,100.00	
80064306	10/10/2024	ROSE, SUSAN			75.00
		COMMUNICATIONS	SEPT 2024 - CELL	75.00	
80064307	10/10/2024	SIRMEN, LORI			136.84
		LOCAL PROGRAMS-PROMOTIONS	ECLIPSE TOTALITY FAM 2024	147.78	
		TRAVEL AND TRAINING	STE CONFERENCE 2024	(31.99)	
		COMMUNICATIONS	SEPT 2024 - CELL / MISC	75.00	
		EVENT SPONSORSHIPS	SEPT 2024 - CELL / MISC	(53.95)	
80064308	10/10/2024	SMG			2,108.50
		LOCAL PROGRAMS-PROMOTIONS	CATERING	2,108.50	
80064309	10/10/2024	SMG			84,853.73
		BUILDINGS MAINT	ELEVATOR 4 REBUILD	84,853.73	
80064310	10/15/2024	ALIVE COVERAGE LLC			2,500.00
		PROFESSIONAL SERVICES	LICENSE FOR DRONE VIDEO FOOTAGE	2,500.00	



Irving Convention and Visitors Bureau

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October 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064311	10/15/2024	BATTLE UP PRODUCTIONS LLC BUSINESS DEV INCENTIVE PROG	TEXAS PRO/AUG 2024	1,415.00	1,415.00
80064312	10/15/2024	GALLAGHER, BREANNA DAWN COMMUNICATIONS	SEPT 2024 - CELL	75.00	75.00
80064313	10/15/2024	GROVES, DONNA COMMUNICATIONS	SEPT 2024 - CELL	65.00	65.00
80064314	10/15/2024	HOPKINS, CHERYL LOCAL PROGRAMS-PROMOTIONS COMMUNICATIONS TRAVEL AND TRAINING	SEPT 2024 - CELL / MISC SEPT 2024 - CELL / MISC CONFERENCE DIRECT APM 2024	10.00 75.00 20.00	105.00
80064315	10/15/2024	IRVING - LAS COLINAS ROTARY CLUB MEMBERSHIPS, CERTS, & LICENSES	SEPTEMBER 2024	40.00	40.00
80064316	10/15/2024	LAUDA, MARIANNE COMMUNICATIONS COMMUNICATIONS	AUG 2024 - CELL SEPT 2024 - CELL	75.00 75.00	150.00
80064317	10/15/2024	PETTY, BRICE COMMUNICATIONS COMMUNICATIONS MILEAGE REIMBURSEMENT	MAR 2024 - CELL SEPT 2024 - CELL / MILEAGE SEPT 2024 - CELL / MILEAGE	66.15 66.15 11.39	143.69
80064318	10/15/2024	SMG BUILDINGS MAINT	WESTIN GARAGE RENTAL - OCT 2024	26,295.89	26,295.89
80064319	10/15/2024	SMG OFFICE FURN AND FIXT LESS 5000	LOBBY FURNITURE LEVEL 1 & 4	117,224.07	117,224.07
80064320	10/15/2024	TEXAS HOTEL & LODGING ASSOCIATION EVENT SPONSORSHIPS	24-25 PARTNERSHIP AGREEMENT	49,235.00	49,235.00
80064321	10/15/2024	TEXAS TRIAL LAWYERS ASSOCIATION BUSINESS DEV INCENTIVE PROG	TRIAL ADVOCACY COLLEGE OF TEXAS/SEPT 2024	352.00	352.00
80064322	10/15/2024	THE RITZ-CARLTON HOTEL COMPANY, L.L.C. BUSINESS DEV INCENTIVE PROG	CONSERO LEARNING & DEVELOPMENT/SEPT 2024	95.00	95.00
80064323	10/15/2024	TUNGETT, MATT TRAVEL AND TRAINING COMMUNICATIONS TRAVEL AND TRAINING	TEAMS CONFERENCE 2024 SEPT 2024 - CELL TACVB WINTER CONFERENCE 2024	18.00 65.04 5.00	88.04
80064324	10/22/2024	BNSF RAILWAY COMPANY BUSINESS DEV INCENTIVE PROG	INDUSTRIAL PRODUCTS SUMMIT/AUG 2024	1,230.00	1,230.00
80064325	10/22/2024	CATHERINE E. WHITEMAN PROFESSIONAL SERVICES	PRESENTER AT HIGH SPIRITED CITIZEN LUNCHEON	250.00	250.00
80064326	10/22/2024	EMERALD X, INC BUSINESS DEV INCENTIVE PROG BUSINESS DEV INCENTIVE PROG	COCINA SABROSA/AUG 2024 COCINA SABROSA OVERFLOW/AUG 2024	885.00 400.00	1,285.00
80064327	10/22/2024	EWOMENNETWORK, INC. BUSINESS DEV INCENTIVE PROG	EWOMENNETWORK ICON/AUG 2024	4,370.00	4,370.00
80064328	10/22/2024	FEDERAL EXPRESS CORPORATION FREIGHT	SHIPPING	11.26	11.26



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80064329	10/22/2024	FISHER, BREAHN			150.00
		COMMUNICATIONS	AUG 2024 - CELL	75.00	
		COMMUNICATIONS	SEPT 2024 - CELL	75.00	
80064330	10/22/2024	FLOWSERVE CORPORATION			3,015.00
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING ROOT CAUSE ANALYSIS RCA/JUN 2024	30.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING PUMP SYSTEM ANALYSIS/MAY 2024	20.00	
		BUSINESS DEV INCENTIVE PROG	LRC BETWEEN BEARING PUMP REPAIR/MAY 2024	80.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING PUMP SYSTEM ANALYSIS/APR 2024	160.00	
		BUSINESS DEV INCENTIVE PROG	MECHANICAL SEAL FUNDAMENTALS/OCT 2023	100.00	
		BUSINESS DEV INCENTIVE PROG	LRC ROOT CAUSE ANALYSIS/FEB 2024	80.00	
		BUSINESS DEV INCENTIVE PROG	ENGINEERED OVERHUNG PUMP REPAIR/FEB 2024	35.00	
		BUSINESS DEV INCENTIVE PROG	IGNITE/AUG 2024	720.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING PUMP & MECHANICAL SEAL/AUG 2024	490.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING CENTRIFUGAL PUMP	60.00	
		BUSINESS DEV INCENTIVE PROG	PUMP SYSTEM ANALYSIS-PSA/JUN 2024	45.00	
		BUSINESS DEV INCENTIVE PROG	NSEAL USER GROUP TECHNICAL FORUM/JAN 2024	190.00	
		BUSINESS DEV INCENTIVE PROG	LRC PUMP & MECHANICAL SEAL PRINCIPLES/FEB 2024	65.00	
		BUSINESS DEV INCENTIVE PROG	LRC CENTRIFUGAL PUMP FUNDAMENTALS/ FEB 2024	60.00	
		BUSINESS DEV INCENTIVE PROG	LRC MECHANICAL SEAL FUNDAMENTALS/MAR 2024	65.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING PUMP & MECHANICAL SEAL/MAR 2024	40.00	
		BUSINESS DEV INCENTIVE PROG	AE BOOT CAMP/MAR 2024	300.00	
		BUSINESS DEV INCENTIVE PROG	NEW HIRE BOOT CAMP/OCT 2023	335.00	
		BUSINESS DEV INCENTIVE PROG	PUMP SYSTEM ANALYSIS/OCT 2023	80.00	
		BUSINESS DEV INCENTIVE PROG	CENTRIFUGAL PUMP FUNDAMENTALS/DEC 2023	60.00	
80064331	10/22/2024	FLOWSERVE CORPORATION			90.00
		BUSINESS DEV INCENTIVE PROG	LRC CENTRIFUGAL PUMP FUNDAMENTALS/MAR 2024	20.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAIN THE TRAINER/AUG 2024	10.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING PUMP & MECHANICAL SEAL/JUN 2024	20.00	
		BUSINESS DEV INCENTIVE PROG	LRC TRAINING PUMP & MECHANICAL SEAL/MAY 2024	20.00	
		BUSINESS DEV INCENTIVE PROG	LRC CENTRIFUGAL PUMP FUNDAMENTALS/JAN2024	20.00	
80064332	10/22/2024	FOSTER, WENDY			221.44
		MILEAGE REIMBURSEMENT	AUG 2024 - CELL / MILEAGE	68.97	
		COMMUNICATIONS	AUG 2024 - CELL / MILEAGE	75.00	
		TRAVEL AND TRAINING	CMP ADVANCE 2024	(10.00)	
		COMMUNICATIONS	SEPT 2024 - CELL / MILEAGE	75.00	
		MILEAGE REIMBURSEMENT	SEPT 2024 - CELL / MILEAGE	12.47	
80064333	10/22/2024	GAST, MAURA			236.93
		TRAVEL AND TRAINING	TACVB SUMMER CONFERENCE 2024	25.00	
		LOCAL PROGRAMS-PROMOTIONS	AUG 2024 - MILEAGE / MISC	5.00	
		MILEAGE REIMBURSEMENT	AUG 2024 - MILEAGE / MISC	54.27	
		LOCAL PROGRAMS-PROMOTIONS	SEPT 2024 - MILEAGE / MISC	20.00	
		MILEAGE REIMBURSEMENT	SEPT 2024 - MILEAGE / MISC	132.66	
80064334	10/22/2024	HCD DALLAS CORPORATION			1,755.00
		BUSINESS DEV INCENTIVE PROG	ASCRS BUSINESS SUMMIT/SEPT 2024	1,755.00	



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80064335	10/22/2024	LEVINE, KATHY COMMUNICATIONS	SEPT 2024 - CELL	65.44	65.44
80064336	10/22/2024	LOPEZ, BRENDA COMMUNICATIONS	SEPT 2024 - CELL	75.00	75.00
80064337	10/22/2024	MALONEY STRATEGIC COMMUNICATION INC PROFESSIONAL SERVICES	24-25 ICVB ADVERTISING MANAGEMENT Q1	25,505.00	25,505.00
80064338	10/22/2024	MANSELL, LORI COMMUNICATIONS	SEPT 2024 - CELL	45.59	60.59
		TRAVEL AND TRAINING	TSAE NEW IDEAS CONFERENCE 2024	15.00	
80064339	10/22/2024	MANSOUR, KAYLA COMMUNICATIONS	SEPT 2024 - CELL / MILEAGE	75.00	87.46
		MILEAGE REIMBURSEMENT	SEPT 2024 - CELL / MILEAGE	12.46	
80064340	10/22/2024	PFAFF, DIANA COMMUNICATIONS	AUG 2024 - CELL	75.00	220.50
		COMMUNICATIONS	JUL 2024 - CELL / MISC	75.00	
		LOCAL PROGRAMS-PROMOTIONS	JUL 2024 - CELL / MISC	(100.00)	
		TRAVEL AND TRAINING	TACVB ANNUAL CONFERENCE 2024	101.75	
		TRAVEL AND TRAINING	DI ANNUAL CONFERENCE 2024	68.75	
80064341	10/22/2024	PRICELINE.COM INTERNATIONAL LIMITED MEDIA ADVERTISING	ADVERTISING	27.58	2,868.27
		MEDIA ADVERTISING	ADVERTISING	2,840.69	
80064342	10/22/2024	TRIPADVISOR HOLDINGS, LLC MEDIA ADVERTISING	ADVERTISING	498.56	498.56
Total Number of Invoices				134	523,837.01
Total Number of Checks				65	523,837.01



ICVB FINANCIAL STATEMENTS

For Period Ending
November 2024



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
NOVEMBER 2024

Assets

Cash and equivalents	1,103,679.01
Investments	3,106,130.00
Receivables	1,280,844.00

Total Assets

5,490,653.01

Liabilities

Accounts payables	861,058.36
Unearned revenue	153,694.75
Due to other funds	5.00

Total Liabilities

1,014,758.11

Fund Balance (Budgetary basis)

Reserve for encumbrances	681,698.67
Unreserved	3,794,196.23

Total Fund Balance

4,475,894.90

Total Liabilities and Fund Balance

5,490,653.01



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
NOVEMBER 2024

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	0.00	0.00	9,767,787.00	0.0%	0.00	9,767,787.00
	PENALTY AND INTEREST	0.00	0.00	0.00	100.0%	0.00	0.00
	PRIOR YEAR	0.00	0.00	0.00	100.0%	0.00	0.00
	SHORT-TERM RENTALS	0.00	0.00	0.00	100.0%	0.00	0.00
	TOTAL HOTEL/MOTEL TAX	0.00	0.00	9,767,787.00	0.0%	0.00	9,767,787.00
M1 - CHARGES FOR SERVICES							
	MAJOR EVENTS TRUST FUND RECEIPTS	62,597.00	62,597.00	10,000.00	626.0%	0.00	(52,597.00)
M4 - INVESTMENT INCOME							
		15,009.06	15,009.06	235,000.00	6.4%	0.00	219,990.94
M5 - MISCELLANEOUS							
		87.00	87.00	10,000.00	0.9%	0.00	9,913.00
TOTAL REVENUE		77,693.06	77,693.06	10,022,787.00	0.8%	0.00	9,945,093.94
EXPENDITURES							
N1 - SALARIES							
		360,084.34	426,801.38	3,313,639.00	12.9%	0.00	2,886,837.62
N2 - BENEFITS							
		65,202.87	82,967.44	653,408.00	12.7%	0.00	570,440.56
N4 - SUPPLIES							
		13,796.40	13,796.40	66,310.00	20.8%	0.00	52,513.60
O1 - UTILITIES (COMMUNICATIONS)							
		1,351.47	1,351.47	30,136.00	4.5%	0.00	28,784.53
O3 - OUTSIDE SERVICES							
	CLOUD BASED SOFTWARE FEES	55,159.28	55,159.28	284,285.00	19.4%	0.00	229,125.72
	FREIGHT	142.95	176.47	3,250.00	5.4%	0.00	3,073.53
	MARKETING AND SALES RESOURCES	1,997.53	4,831.97	46,500.00	10.4%	0.00	41,668.03
	MEDIA ADVERTISING	29,873.15	29,873.15	440,848.46	6.8%	19,930.86	391,044.45
	POSTAGE EQUIPMENT RENTAL	0.00	0.00	2,650.00	0.0%	662.16	1,987.84
	PROFESSIONAL SERVICES	117,713.23	597,790.53	2,325,303.00	25.7%	661,105.65	1,066,406.82
	PROPERTY MANAGEMENT SERVICES	348,000.00	348,000.00	1,395,000.00	24.9%	0.00	1,047,000.00
	TOTAL OUTSIDE SERVICES	552,886.14	1,035,831.40	4,497,836.46	23.0%	681,698.67	2,780,306.39
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	30,088.71	30,088.71	589,714.00	5.1%	0.00	559,625.29
	MILEAGE REIMBURSEMENT	39.54	39.54	3,900.00	1.0%	0.00	3,860.46
	MEMBERSHIP AND DUES	3,866.00	14,066.00	73,070.00	19.3%	0.00	59,004.00
	TOTAL TRAVEL - TRAINING - DUES	33,994.25	44,194.25	666,684.00	6.6%	0.00	622,489.75
O5 - CLAIMS AND INSURANCE							
		0.00	151,850.00	151,850.00	100.0%	0.00	0.00
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	0.00	0.00	390,711.00	0.0%	0.00	390,711.00
	BUSINESS DEV INCENTIVE PROG	37,508.40	68,449.40	480,000.00	14.3%	0.00	411,550.60
	CONVENTION SERVICES MATERIALS	0.00	0.00	95,750.00	0.0%	0.00	95,750.00
	EVENT SPONSORSHIPS	0.00	49,235.00	257,500.00	19.1%	0.00	208,265.00
	LOCAL PROGRAMS-PROMOTIONS	46,735.13	48,770.56	381,250.00	12.8%	0.00	332,479.44
	TOTAL MISCELLANEOUS EXPENSES	84,243.53	166,454.96	1,605,211.00	10.4%	0.00	1,438,756.04
P5 - TRANSFERS OUT							
	TRSF TO POB RISK MITIGATION FUND	0.00	23,139.00	23,139.00	100.0%	0.00	0.00
	TRSF TO HEALTH SELF INSUR FUND	0.00	3,550.00	3,550.00	100.0%	0.00	0.00
	TRSF TO GENERAL DS FUND	0.00	90,306.00	90,306.00	100.0%	0.00	0.00
	TOTAL TRANSFERS OUT	0.00	116,995.00	116,995.00	0.0%	0.00	0.00
TOTAL EXPENDITURES		1,111,559.00	2,040,242.30	11,102,069.46	18.4%	681,698.67	8,380,128.49

Beginning Fund Balance	6,438,444.14
Revenues	77,693.06
Expenditures	(2,040,242.30)
Ending Fund Balance	4,475,894.90



2204 - ICVB CONV CENTER RESERVE / CIP
MONTHLY BALANCE SHEET
NOVEMBER 2024

Assets

Cash and equivalents	106,710.87
Investments	5,103,000.00
Receivables	7,931,379.63

Total Assets	13,141,090.50
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Liabilities

Unearned revenue	1,609,041.10
Deferred inflow	7,713,199.90
Total Liabilities	9,322,241.00

Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	3,818,849.50

Total Fund Balance	3,818,849.50
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Total Liabilities and Fund Balance	13,141,090.50
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IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE / CIP FUND
MONTHLY FINANCIAL REPORT
NOVEMBER 2024

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
	M1 - CHARGES FOR SERVICES						
	LEASE REVENUE	0.00	0.00	147,621.00	0.0%	0.00	147,621.00
	M4 - INVESTMENT INCOME	21,206.67	21,206.67	85,000.00	24.9%	0.00	63,793.33
	M5 - MISCELLANEOUS	0.00	52,591.80	313,333.00	16.8%	0.00	260,741.20
	TOTAL REVENUE	21,206.67	73,798.47	545,954.00	13.5%	0.00	472,155.53
EXPENDITURES							
	N7 - STRUCTURE MAINTENANCE	26,295.89	52,591.78	974,000.00	5.4%	0.00	921,408.22
	P1 - CAPITAL EXPENDITURES	0.00	0.00	1,000,000.00	0.0%	0.00	1,000,000.00
	TOTAL EXPENDITURES	26,295.89	52,591.78	1,974,000.00	2.7%	0.00	1,921,408.22

Beginning Fund Balance	3,797,642.81
Revenues	73,798.47
Expenditures	(52,591.78)
Ending Fund Balance	3,818,849.50



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80064343	11/5/2024	ASHFORD TRS CORPORATION			1,615.00
		BUSINESS DEV INCENTIVE PROG	UNIVERSAL EVENTS/OCT 2024	335.00	
		BUSINESS DEV INCENTIVE PROG	ABIOMED ECEPILLA BOOT CAMP/OCT 2024	212.00	
		BUSINESS DEV INCENTIVE PROG	ABIOMED RCM TRAINING/OCT 2024	148.00	
		BUSINESS DEV INCENTIVE PROG	BELDEN LEADERSHIP MEETING/OCT 2024	920.00	
80064344	11/5/2024	BH DFW PROPERTY LP			175.00
		BUSINESS DEV INCENTIVE PROG	EAST AFRICAN BUSINESS NETWORK/OCT 2024	175.00	
80064345	11/5/2024	CSC HOLDINGS, LLC			1,160.00
		BUSINESS DEV INCENTIVE PROG	REDDY WEDDING/OCT 2024	1,160.00	
80064346	11/5/2024	CUTTS, SUSAN			1,539.00
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - OCT 01 - 11, 2024	1,044.00	
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - OCT 14 - 25, 2024	495.00	
80064347	11/5/2024	DFW FIBER FEST			3,960.00
		BUSINESS DEV INCENTIVE PROG	DFW FIBER FEST/SEPT 2024	1,585.00	
		BUSINESS DEV INCENTIVE PROG	DFW FIBER FEST OVERFLOW/SEPT 2024	2,375.00	
80064348	11/5/2024	FRAZER HOTELS LP			768.00
		BUSINESS DEV INCENTIVE PROG	VERIZON F2F TRAINING/SEPT 2024	768.00	
80064349	11/5/2024	HCD DALLAS CORPORATION			1,136.00
		BUSINESS DEV INCENTIVE PROG	RXBENEFITS ACCOUNTING MGMT MTG/OCT 2024	1,136.00	
80064350	11/5/2024	JAMES M. KRUGER			875.00
		BUSINESS DEV INCENTIVE PROG	OU VS TX FAN EXPERIENCE/OCT 2024	875.00	
80064351	11/5/2024	JORGE A ELIZONDO			2,525.00
		BUSINESS DEV INCENTIVE PROG	16TH ANNUAL DALLAS BACHATA FESTIVAL/OCT 2024	2,525.00	
80064352	11/5/2024	MELISSA WASHINGTON			500.00
		LOCAL PROGRAMS-PROMOTIONS	AIRFARE REIMBURSEMENT - CLIENT (FALL FAM)	500.00	
80064353	11/5/2024	OSO NINE LLC			270.00
		BUSINESS DEV INCENTIVE PROG	KNIGHTS OF COLUMBUS DIOCESAN MTG/OCT 2024	270.00	
80064354	11/5/2024	PARKER UNIVERSITY			855.00
		BUSINESS DEV INCENTIVE PROG	PARKER SEMINAR DALLAS/OCT 2024	855.00	
80064355	11/5/2024	PROVIDENT RESOURCES GROUP, INC			1,310.00
		BUSINESS DEV INCENTIVE PROG	TCACC ANNUAL MEETING/OCT 2024	490.00	
		BUSINESS DEV INCENTIVE PROG	BROTHERHOOD OF MEN/OCT 2024	820.00	
80064356	11/5/2024	RENEE C SPEER			100.00
		BUSINESS DEV INCENTIVE PROG	TAMU ICE HOCKEY/SEPT 2024	100.00	
80064357	11/5/2024	SIMPLEVIEW WORLDWIDE, INC.			450,000.00
		PROFESSIONAL SERVICES	24-25 DIGITAL CONTENT PROMOTION, CAMPAIGNS, AND MARKETING SERVICES	450,000.00	
80064358	11/5/2024	SMG			20,215.00
		BUSINESS DEV INCENTIVE PROG	VIDSUMMIT/SEPT 2024	9,318.00	
		BUSINESS DEV INCENTIVE PROG	VIDSUMMIT OVERFLOW/SEPT 2024	2,292.00	
		BUSINESS DEV INCENTIVE PROG	LIFESTYLES UNLIMITED/OCT 2024	8,115.00	
		BUSINESS DEV INCENTIVE PROG	TPMA SOUTHWEST FOOT & ANKLE CONF/SEPT 2024	490.00	
80064359	11/5/2024	TEXAS LOCAL FIREFIGHTER'S PENSION			1,665.00
		BUSINESS DEV INCENTIVE PROG	TLFFRA CONFERENCE/OCT 2024	1,665.00	



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80064360	11/5/2024	THE RITZ-CARLTON HOTEL COMPANY, L.L.C.			5,072.00
		BUSINESS DEV INCENTIVE PROG	DETROIT LIONS VS DALLAS COWBOYS/OCT 2024	845.00	
		BUSINESS DEV INCENTIVE PROG	CONSERO CHIEF DATA OFFICER FORUM/OCT 24	900.00	
		BUSINESS DEV INCENTIVE PROG	CONSERO CUSTOMER EXPERIENCE/OCT 2024	1,375.00	
		BUSINESS DEV INCENTIVE PROG	CONSERO CHRO FORUM/OCT 2024	1,460.00	
		BUSINESS DEV INCENTIVE PROG	ELECTRIC POWER RESEARCH INSTITUTE/OCT 2024	492.00	
80064361	11/12/2024	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			116,579.83
		ACCOUNTS PAYABLE	OCT 2024 RECEIPTS	116,579.83	
80064362	11/12/2024	DENNIS GEORGE LENNOX II			283.30
		PROFESSIONAL SERVICES	EXPENSES REIMBURSEMENT - WRITER (CHRISTIAN JOURNAL)	283.30	
80064363	11/12/2024	FEDERAL EXPRESS CORPORATION			33.52
		FREIGHT	SHIPPING	11.72	
		FREIGHT	SHIPPING	6.97	
		FREIGHT	SHIPPING	14.83	
80064364	11/12/2024	FEDERAL EXPRESS CORPORATION			87.00
		FREIGHT	SHIPPING	87.00	
80064365	11/12/2024	IPROMOTEU.COM, INC.			2,596.44
		MARKETING RESOURCES	IRVING ON THE ROCKS - MOSCOW MULE KITS	2,596.44	
80064366	11/12/2024	MANUSAMA, DEBORA CHRISTY			3,510.00
		PROFESSIONAL SERVICES	DIGITAL CONTENT SPECIALIST - OCT 2024	3,510.00	
80064367	11/12/2024	SALLY BEAUTY HOLDINGS, INC.			3,545.00
		BUSINESS DEV INCENTIVE PROG	SALLY BEAUTY SUPPLY CONF/OCT 2024	3,270.00	
		BUSINESS DEV INCENTIVE PROG	SALLY BEAUTY SUPPLY CONF OVERFLOW/OCT 2024	275.00	
80064368	11/12/2024	SIMPLEVIEW WORLDWIDE, INC.			71,364.23
		PROFESSIONAL SERVICES	CRM/CMS MAINTENANCE/SUPPORT Q1 (SALES)	8,091.55	
		PROFESSIONAL SERVICES	CRM/CMS MAINTENANCE/SUPPORT Q1 (MARKETING)	63,272.68	
80064369	11/12/2024	SMG			26,295.89
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - NOV 2024	26,295.89	
80064370	11/12/2024	SOLUTION TREE INC			1,495.00
		BUSINESS DEV INCENTIVE PROG	CULTURE KEEPERS/OCT 2024	1,495.00	
80064371	11/12/2024	SPORTS CLUB LC OWNER LLC			1,200.00
		MEMBERSHIPS, CERTS, & LICENSES	NOVEMBER 2024	1,200.00	
80064372	11/12/2024	THE RITZ-CARLTON HOTEL COMPANY, L.L.C.			1,128.00
		BUSINESS DEV INCENTIVE PROG	ZONDA HOME/OCT 2024	1,128.00	
80064373	11/14/2024	CSC HOLDINGS, LLC			1,455.00
		BUSINESS DEV INCENTIVE PROG	AFS-USA NATIONAL VOLUNTEER SUMMIT/NOV 2024	1,455.00	
80064374	11/14/2024	CUTTS, SUSAN			1,260.00
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - OCT 28 - NOV 08, 2024	1,260.00	
80064375	11/14/2024	DALLAS SECURITY DEALERS ASSOCIATION			1,140.00
		BUSINESS DEV INCENTIVE PROG	ANNUAL CONVENTION/OCT 2024	1,140.00	
80064376	11/14/2024	FOTONA, LLC			3,620.00
		BUSINESS DEV INCENTIVE PROG	COMPANY SYMPOSIUM/OCT 2024	3,620.00	
80064377	11/14/2024	IRVING - LAS COLINAS ROTARY CLUB			40.00
		MEMBERSHIPS, CERTS, & LICENSES	OCTOBER 2024	40.00	
80064378	11/14/2024	MANSELL, LORI			45.58
		COMMUNICATIONS	JUN 2024 - CELL	45.58	



Irving Convention and Visitors Bureau

Check Register

November 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064379	11/14/2024	PROVIDENT RESOURCES GROUP, INC			1,580.00
		BUSINESS DEV INCENTIVE PROG	TPTA ANNUAL CONFERENCE/OCT 2024	1,580.00	
80064380	11/14/2024	THE RITZ-CARLTON HOTEL COMPANY, L.L.C.			1,550.00
		BUSINESS DEV INCENTIVE PROG	CONSERO-HEALTHCARE GENERAL COUNSEL/OCT 2024	1,550.00	
80064381	11/21/2024	PARKER UNIVERSITY			290.00
		BUSINESS DEV INCENTIVE PROG	ACC, NBCE, CCE, FCLB JOINT MEETING/OCT 2024	290.00	
80064369	11/21/2024	SMG			50,728.32
		PROFESSIONAL SERVICES	FIRED UP CULTURE - PYMT 3 OF 4	15,000.00	
		LOCAL PROGRAMS-PROMOTIONS	CATERING	13,228.32	
		CLOUD BASED SOFTWARE SUB FEES	24-25 PORTNOX NETWORK SECURITY/ACCESS CONTROL	22,500.00	
Total Number of Invoices				59	783,567.11
Total Number of Checks				40	783,567.11



ICVB FINANCIAL STATEMENTS

For Period Ending
December 2024

IRVING
CONVENTION &
VISITORS BUREAU



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
DECEMBER 2024

Assets

Cash and equivalents	2,035,363.02
Investments	3,106,130.00

Total Assets

5,141,493.02

Liabilities

Accounts payables	1,465.89
Unearned revenue	153,694.75
Due to other funds	1,206.05

Total Liabilities

156,366.69

Fund Balance (Budgetary basis)

Reserve for encumbrances	690,016.31
Unreserved	4,295,110.02

Total Fund Balance

4,985,126.33

Total Liabilities and Fund Balance

5,141,493.02



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
DECEMBER 2024

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	876,715.70	876,715.70	9,767,787.00	9.0%	0.00	8,891,071.30
	PENALTY AND INTEREST	43.37	43.37	0.00	100.0%	0.00	(43.37)
	PRIOR YEAR	18,294.70	18,294.70	0.00	100.0%	0.00	(18,294.70)
	SHORT-TERM RENTALS	22,617.09	22,617.09	0.00	100.0%	0.00	(22,617.09)
	TOTAL HOTEL/MOTEL TAX	917,670.86	917,670.86	9,767,787.00	9.4%	0.00	8,850,116.14
M1 - CHARGES FOR SERVICES							
	MAJOR EVENTS TRUST FUND RECEIPTS	0.00	62,597.00	10,000.00	626.0%	0.00	(52,597.00)
M4 - INVESTMENT INCOME							
		12,978.22	27,987.28	235,000.00	11.9%	0.00	207,012.72
M5 - MISCELLANEOUS							
		0.00	87.00	10,000.00	0.9%	0.00	9,913.00
TOTAL REVENUE		930,649.08	1,008,342.14	10,022,787.00	10.1%	0.00	9,014,444.86
EXPENDITURES							
N1 - SALARIES							
		220,787.67	647,589.05	3,313,639.00	19.5%	0.00	2,666,049.95
N2 - BENEFITS							
		47,076.08	130,043.52	653,408.00	19.9%	0.00	523,364.48
N4 - SUPPLIES							
		8,632.86	22,429.26	66,310.00	33.8%	0.00	43,880.74
O1 - UTILITIES (COMMUNICATIONS)							
		2,002.00	3,353.47	30,136.00	11.1%	0.00	26,782.53
O2 - COST ALLOCATION TO HEALTH SELF INSUR							
		3,550.00	3,550.00	3,550.00	100.0%	0.00	0.00
O3 - OUTSIDE SERVICES							
	CLOUD BASED SOFTWARE FEES	19,354.43	74,513.71	284,285.00	26.2%	0.00	209,771.29
	FREIGHT	46.69	223.16	3,250.00	6.9%	0.00	3,026.84
	MARKETING AND SALES RESOURCES	0.00	4,831.97	46,500.00	10.4%	0.00	41,668.03
	MEDIA ADVERTISING	16,455.55	46,328.70	440,848.46	10.5%	9,475.31	385,044.45
	POSTAGE EQUIPMENT RENTAL	662.16	662.16	2,650.00	25.0%	0.00	1,987.84
	PROFESSIONAL SERVICES	22,083.30	619,873.83	2,325,303.00	26.7%	653,941.00	1,051,488.17
	PROPERTY MANAGEMENT SERVICES	(2.00)	347,998.00	1,395,000.00	24.9%	0.00	1,047,002.00
	TOTAL OUTSIDE SERVICES	58,600.13	1,094,431.53	4,497,836.46	24.3%	663,416.31	2,739,988.62
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	14,839.68	44,928.39	589,714.00	7.6%	0.00	544,785.61
	MILEAGE REIMBURSEMENT	328.51	368.05	3,900.00	9.4%	0.00	3,531.95
	MEMBERSHIP AND DUES	4,135.00	18,201.00	73,070.00	24.9%	0.00	54,869.00
	TOTAL TRAVEL - TRAINING - DUES	19,303.19	63,497.44	666,684.00	9.5%	0.00	603,186.56
O5 - CLAIMS AND INSURANCE							
		0.00	151,850.00	151,850.00	100.0%	0.00	0.00
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	36,706.83	36,706.83	390,711.00	9.4%	0.00	354,004.17
	BUSINESS DEV INCENTIVE PROG	22,152.60	90,602.00	480,000.00	18.9%	0.00	389,398.00
	CONVENTION SERVICES MATERIALS	267.00	267.00	95,750.00	0.3%	26,600.00	68,883.00
	EVENT SPONSORSHIPS	0.00	49,235.00	257,500.00	19.1%	0.00	208,265.00
	LOCAL PROGRAMS-PROMOTIONS	5,889.29	54,659.85	381,250.00	14.3%	0.00	326,590.15
	TOTAL MISCELLANEOUS EXPENSES	65,015.72	231,470.68	1,605,211.00	14.4%	26,600.00	1,347,140.32
P5 - TRANSFERS OUT							
	TRSF TO ICC RESERVE / CIP FUND	0.00	0.00	1,280,757.00	0.0%	0.00	1,280,757.00
	TRSF TO POB RISK MITIGATION FUND	0.00	23,139.00	23,139.00	100.0%	0.00	0.00
	TRSF TO HEALTH SELF INSUR FUND	(3,550.00)	0.00	0.00	#DIV/0!	0.00	0.00
	TRSF TO GENERAL DS FUND	0.00	90,306.00	90,306.00	100.0%	0.00	0.00
	TOTAL TRANSFERS OUT	(3,550.00)	113,445.00	1,394,202.00	0.0%	0.00	1,280,757.00
TOTAL EXPENDITURES		421,417.65	2,461,659.95	12,382,826.46	19.9%	690,016.31	9,231,150.20

Beginning Fund Balance	6,438,444.14
Revenues	1,008,342.14
Expenditures	(2,461,659.95)
Ending Fund Balance	4,985,126.33



2204 - ICVB CONV CENTER RESERVE / CIP
MONTHLY BALANCE SHEET
DECEMBER 2024

Assets

Cash and equivalents	126,511.60
Investments	5,103,000.00
Receivables	7,931,379.63

Total Assets	<u>13,160,891.23</u>
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Liabilities

Unearned revenue	1,609,041.10
Deferred inflow	7,713,199.90
Total Liabilities	<u>9,322,241.00</u>

Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	3,838,650.23

Total Fund Balance	<u>3,838,650.23</u>
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Total Liabilities and Fund Balance	<u>13,160,891.23</u>
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IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE / CIP FUND
MONTHLY FINANCIAL REPORT
DECEMBER 2024

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
	M1 - CHARGES FOR SERVICES						
	LEASE REVENUE	0.00	0.00	147,621.00	0.0%	0.00	147,621.00
	M4 - INVESTMENT INCOME	19,800.72	41,007.39	85,000.00	48.2%	0.00	43,992.61
	M5 - MISCELLANEOUS	26,295.90	78,887.70	313,333.00	25.2%	0.00	234,445.30
	M6 - TRANSFER FROM ICVB GENERAL	0.00	0.00	1,280,757.00	0.0%	0.00	1,280,757.00
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	TOTAL REVENUE	46,096.62	119,895.09	1,826,711.00	6.6%	0.00	1,706,815.91
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EXPENDITURES							
	N7 - STRUCTURE MAINTENANCE	26,295.89	78,887.67	974,000.00	8.1%	0.00	895,112.33
	P1 - CAPITAL EXPENDITURES	0.00	0.00	1,000,000.00	0.0%	0.00	1,000,000.00
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	TOTAL EXPENDITURES	26,295.89	78,887.67	1,974,000.00	4.0%	0.00	1,895,112.33
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Beginning Fund Balance	3,797,642.81
Revenues	119,895.09
Expenditures	(78,887.67)
Ending Fund Balance	3,838,650.23



Irving Convention and Visitors Bureau

Check Register

December 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064383	12/3/2024	BOYER JAUDS, CAROL			92.31
		COMMUNICATIONS	OCT 2024 - CELL / MISC	75.00	
		LOCAL PROGRAMS-PROMOTIONS	OCT 2024 - CELL / MISC	17.31	
80064384	12/3/2024	COHESION CENTRAL INC			3,752.00
		BUSINESS DEV INCENTIVE PROG	COHESION SUMMIT/OCT 2024	3,752.00	
80064385	12/3/2024	CONTROLLED ENVIRONMENT BUILDING ASSOCIATION			252.00
		BUSINESS DEV INCENTIVE PROG	PRO CERTIFICATE PROGRAM/OCT 2024	252.00	
80064386	12/3/2024	FISHER, BREAHN			75.00
		COMMUNICATIONS	OCT 2024 - CELL	75.00	
80064387	12/3/2024	FOJTASEK, LORI			80.49
		COMMUNICATIONS	OCT 2024 - CELL / MILEAGE	75.00	
		MILEAGE REIMBURSEMENT	OCT 2024 - CELL / MILEAGE	5.49	
80064388	12/3/2024	GREENSPRING MEDIA LLC			771.00
		MEDIA ADVERTISING	ADVERTISING	771.00	
80064389	12/3/2024	HIDDEN VALLEY PROMOTIONS, LLC			3,200.00
		LOCAL PROGRAMS-PROMOTIONS	IRVING HOLIDAY PARADE HORSE DRAWN WAGONS	3,200.00	
80064390	12/3/2024	HOPKINS, CHERYL			85.99
		COMMUNICATIONS	OCT 2024 - CELL / MILEAGE	75.00	
		MILEAGE REIMBURSEMENT	OCT 2024 - CELL / MILEAGE	10.99	
80064391	12/3/2024	IMAGO MEDIA, INC.			3,143.00
		MEDIA ADVERTISING	ADVERTISING	321.50	
		MEDIA ADVERTISING	ADVERTISING	2,500.00	
		MEDIA ADVERTISING	ADVERTISING	321.50	
80064392	12/3/2024	LEVINE, KATHY			65.44
		COMMUNICATIONS	OCT 2024 - CELL	65.44	
80064393	12/3/2024	MALONEY STRATEGIC COMMUNICATION INC			22,150.00
		PROFESSIONAL SERVICES	2024 ICVB HOLIDAY DIGITAL CARD	9,780.00	
		PROFESSIONAL SERVICES	2024 ICVB HOLIDAY CARD CAMPAIGN	12,370.00	
80064394	12/3/2024	MANSELL, LORI			45.61
		COMMUNICATIONS	OCT 2024 - CELL	45.61	
80064395	12/3/2024	MEETING PROFESSIONALS INTERNATIONAL			11,700.00
		MEDIA ADVERTISING	ADVERTISING	3,200.00	
		MEDIA ADVERTISING	ADVERTISING	8,500.00	
80064396	12/3/2024	ROSE, SUSAN			75.00
		COMMUNICATIONS	OCT 2024 - CELL	75.00	
80064397	12/3/2024	SMG			1,465.00
		BUSINESS DEV INCENTIVE PROG	TEXAS ASCD ANNUAL CONFERENCE/OCT 2024	1,395.00	
		BUSINESS DEV INCENTIVE PROG	TEXAS ASCD CONFERENCE ADD'L ROOMS/OCT 2024	70.00	
80064398	12/3/2024	SOTO, MONICA			25.00
		COMMUNICATIONS	OCT 2024 - CELL	25.00	
80064399	12/3/2024	TEXAS ASSOCIATION OF LOCAL HOUSING			1,100.00
		BUSINESS DEV INCENTIVE PROG	TALHFA ANNUAL CONFERENCE/OCT 2024	1,100.00	
80064400	12/3/2024	TEXAS MONTHLY LLC			5,000.00
		MEDIA ADVERTISING	ADVERTISING	2,500.00	
		MEDIA ADVERTISING	ADVERTISING	2,500.00	



Irving Convention and Visitors Bureau

Check Register

December 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064401	12/3/2024	THE ASSOCIATION FOR THE PROMOTION BUSINESS DEV INCENTIVE PROG	APCA CONFERENCE/NOV 2024	1,930.00	1,930.00
80064402	12/3/2024	TRADE PRESS MEDIA GROUP, INC MEDIA ADVERTISING	ADVERTISING	5,500.00	5,500.00
80064403	12/3/2024	TRIPADVISOR HOLDINGS, LLC MEDIA ADVERTISING	ADVERTISING	513.15	513.15
80064404	12/10/2024	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC ACCOUNTS PAYABLE	NOV 2024 RECEIPTS	48,141.99	48,141.99
80064405	12/10/2024	BH DFW PROPERTY LP BUSINESS DEV INCENTIVE PROG	AMERICAN COUNTRY DANCE ASSN/NOV 2024	1,815.00	1,815.00
80064406	12/10/2024	CUTTS, SUSAN PROFESSIONAL SERVICES	DATA ENTRY SERVICES - NOV 11 - 22, 2024	1,134.00	1,134.00
80064407	12/10/2024	ECO: A COVENANT ORDER OF EVANGELICAL PRESBYTERIANS BUSINESS DEV INCENTIVE PROG	FLOURISH INSTITUTE OF THEOLOGY/JUNE 2024	129.00	705.00
		BUSINESS DEV INCENTIVE PROG	ORDINATION RETREAT INTENSIVE/OCT 2024	309.00	
		BUSINESS DEV INCENTIVE PROG	ORDINATION RETREAT INTENSIVE/NOV 2024	267.00	
80064408	12/10/2024	FEDERAL EXPRESS CORPORATION FREIGHT	SHIPPING	11.56	55.95
		FREIGHT	SHIPPING	44.39	
80064409	12/10/2024	GREENSPRING MEDIA LLC MEDIA ADVERTISING	ADVERTISING	746.00	746.00
80064410	12/10/2024	GROVES, DONNA COMMUNICATIONS	OCT 2024 - CELL	65.00	65.00
80064411	12/10/2024	HCD DALLAS CORPORATION BUSINESS DEV INCENTIVE PROG	LS TRACTOR USA/NOV 2024	2,745.00	6,513.00
		BUSINESS DEV INCENTIVE PROG	WALLBUILDERS CONFERENCE/NOV 2024	3,768.00	
80064412	12/10/2024	HOPKINS, CHERYL LOCAL PROGRAMS-PROMOTIONS	FALL FAM 2024	98.32	98.32
80064413	12/10/2024	IMAGO MEDIA, INC. MEDIA ADVERTISING	ADVERTISING	2,500.00	2,500.00
80064414	12/10/2024	INNOVATIVE PACKAGING GROUP INC. SALES RESOURCES	VISIT IRVING CUSTOM WHITE KRAFT SHOPPERS BAGS	1,423.86	1,423.86
80064415	12/10/2024	MAC 457 BUSINESS DEV INCENTIVE PROG	PAMM MODEL & TALENT EXPO/NOV 2024	4,404.00	4,404.00
80064416	12/10/2024	MANSOUR, KAYLA COMMUNICATIONS	OCT 2024 - CELL	75.00	125.37
		TRAVEL AND TRAINING	AUSTIN SALES CALLS - OCT 2024	50.37	
80064417	12/10/2024	MANUSAMA, DEBORA CHRISTY PROFESSIONAL SERVICES	DIGITAL CONTENT SPECIALIST - NOV 2024	2,700.00	2,700.00
80064418	12/10/2024	NATIONAL ASSOC. OF SPORTS COMMISSIONS TRAVEL AND TRAINING	REGISTRATION - 2025 SYMPOSIUM	1,795.00	1,795.00
80064419	12/10/2024	PANADE II, LTD BUSINESS DEV INCENTIVE PROG	UNIVERSITY OF THE CUMBERLANDS/NOV 2024	1,315.00	1,315.00



Irving Convention and Visitors Bureau

Check Register

December 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064420	12/10/2024	PETTY, BRICE			89.21
		COMMUNICATIONS	OCT 2024 - CELL / MILEAGE	66.15	
		MILEAGE REIMBURSEMENT	OCT 2024 - CELL / MILEAGE	23.06	
80064421	12/10/2024	PROVIDENT RESOURCES GROUP, INC			3,105.00
		BUSINESS DEV INCENTIVE PROG	BROTHERHOOD OF MEN ADD'L ROOMS/OCT 2024	55.00	
		BUSINESS DEV INCENTIVE PROG	NASW TEXAS ANNUAL STATE CONF/NOV 2024	3,050.00	
80064422	12/10/2024	SMG			348,000.00
		PROPERTY MANAGEMENT SERVICES	SUBSIDY Q1	348,000.00	
80064423	12/10/2024	SMG			420,465.00
		PROFESSIONAL SERVICES	FY24 MANAGEMENT INCENTIVE FEE	420,465.00	
80064424	12/10/2024	SPORTS CLUB LC OWNER LLC			1,275.00
		MEMBERSHIPS, CERTS, & LICENSES	DECEMBER 2024	1,200.00	
		LOCAL PROGRAMS-PROMOTIONS	DECEMBER 2024	75.00	
80064425	12/10/2024	STAPLES INC			357.66
		OFFICE SUPPLIES	OFFICE SUPPLIES	61.26	
		BUSINESS DEV INCENTIVE PROG	SUPPLIES FOR USA JUDO	296.40	
80064426	12/10/2024	TRAVMEDIA USA LLC			4,700.00
		TRAVEL AND TRAINING	REGISTRATION - IMM NYC/TRAVMEDIA SUMMIT 2025	4,700.00	
80064427	12/17/2024	200 X 85 HOLDINGS, LLC			2,700.00
		BUSINESS DEV INCENTIVE PROG	CCM WORLD INVITE/OCT 2024	2,700.00	
80064428	12/17/2024	ASHFORD TRS CORPORATION			5,064.00
		BUSINESS DEV INCENTIVE PROG	CATHOLIC DIOCESE OF DALLAS SYNOD/DEC 2024	4,650.00	
		BUSINESS DEV INCENTIVE PROG	RENAISSANCE LEARNING/DEC 2024	414.00	
80064429	12/17/2024	CUTTS, SUSAN			648.00
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - NOV 25 - DEC 06, 2024	648.00	
80064430	12/17/2024	ESPINOZA, ANABEL			146.16
		COMMUNICATIONS	OCT 2024 - CELL / MILEAGE	75.00	
		MILEAGE REIMBURSEMENT	OCT 2024 - CELL / MILEAGE	71.16	
80064431	12/17/2024	FOJTASEK, LORI			53.57
		TRAVEL AND TRAINING	RARE STEAK FEST 2024	47.00	
		LOCAL PROGRAMS-PROMOTIONS	FALL FAM 2024	6.57	
80064432	12/17/2024	GALLAGHER, BREANNA DAWN			150.77
		COMMUNICATIONS	NOV 2024 - CELL	75.00	
		COMMUNICATIONS	OCT 2024 - CELL	75.00	
		TRAVEL AND TRAINING	CONNECT TEXAS 2024	0.77	
80064433	12/17/2024	GROVES, DONNA			65.00
		COMMUNICATIONS	NOV 2024 - CELL	65.00	
80064434	12/17/2024	HCD DALLAS CORPORATION			216.00
		BUSINESS DEV INCENTIVE PROG	ACS SOUTH REGION ONBOARDING/NOV 2024	216.00	
80064435	12/17/2024	HOPKINS, CHERYL			75.00
		COMMUNICATIONS	NOV 2024 - CELL	75.00	
80064436	12/17/2024	LOPEZ, BRENDA			150.00
		COMMUNICATIONS	NOV 2024 - CELL	75.00	
		COMMUNICATIONS	OCT 2024 - CELL	75.00	



Irving Convention and Visitors Bureau

Check Register

December 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064437	12/17/2024	MMGY GLOBAL LLC TRAVEL AND TRAINING	REGISTRATION - TRAVEL TX AUSTIN MEDIA MISSION	1,750.00	1,750.00
80064438	12/17/2024	PLASTICS PIPE INSTITUTE, INC. BUSINESS DEV INCENTIVE PROG	BIANNUAL MEETING/OCT 2024	1,908.00	2,120.00
		BUSINESS DEV INCENTIVE PROG	BIANNUAL MEETING OVERFLOW/OCT 2024	212.00	
80064439	12/17/2024	SIRMEN, LORI COMMUNICATIONS	OCT 2024 - CELL / MISC	75.00	59.98
		LOCAL PROGRAMS-PROMOTIONS	OCT 2024 - CELL / MISC	(15.02)	
80064440	12/17/2024	THE RITZ-CARLTON HOTEL COMPANY, L.L.C. BUSINESS DEV INCENTIVE PROG	HOUSTON TEXANS AT DALLAS COWBOYS/NOV 2024	1,780.00	3,206.00
		BUSINESS DEV INCENTIVE PROG	MARCUS EVANS SUMMIT/DEC 2024	730.00	
		BUSINESS DEV INCENTIVE PROG	AMERICAN INST FOR SERVICING & LEGAL/DEC 2024	696.00	
80064441	12/17/2024	TUNGETT, MATT COMMUNICATIONS	OCT 2024 - CELL / MILEAGE / MISC	65.04	1,048.15
		MILEAGE REIMBURSEMENT	OCT 2024 - CELL / MILEAGE / MISC	10.72	
		LOCAL PROGRAMS-PROMOTIONS	OCT 2024 - CELL / MILEAGE / MISC	10.00	
		COMMUNICATIONS	NOV 2024 - CELL / MISC	65.04	
		LOCAL PROGRAMS-PROMOTIONS	NOV 2024 - CELL / MISC	(161.98)	
		LOCAL PROGRAMS-PROMOTIONS	FALL FAM 2024	1,023.88	
		TRAVEL AND TRAINING	RARE STEAK FEST 2024	35.45	
80064442	12/17/2024	WHITE, MONTY COMMUNICATIONS	OCT 2024 - CELL	75.00	75.00
80064443	12/20/2024	BOYER JAUDES, CAROL COMMUNICATIONS	NOV 2024 - CELL / MISC	75.00	110.00
		LOCAL PROGRAMS-PROMOTIONS	NOV 2024 - CELL / MISC	35.00	
80064444	12/20/2024	BRUCKNER'S TRUCK SALES, INC BUSINESS DEV INCENTIVE PROG	ANNUAL MTG & TRAINING TRADE FAIR/NOV 2024	2,435.00	2,435.00
80064445	12/20/2024	FOSTER, WENDY COMMUNICATIONS	OCT 2024 - CELL / MILEAGE	75.00	501.38
		MILEAGE REIMBURSEMENT	OCT 2024 - CELL / MILEAGE	22.92	
		TRAVEL AND TRAINING	RARE STEAK FEST 2024	15.00	
		LOCAL PROGRAMS-PROMOTIONS	FALL FAM 2024	227.64	
		MILEAGE REIMBURSEMENT	FALL FAM 2024	66.86	
		COMMUNICATIONS	NOV 2024 - CELL / MILEAGE	75.00	
		MILEAGE REIMBURSEMENT	NOV 2024 - CELL / MILEAGE	18.96	
80064446	12/20/2024	GAST, MAURA MILEAGE REIMBURSEMENT	OCT 2024 - MILEAGE	128.64	128.64
80064447	12/20/2024	IRVING - LAS COLINAS ROTARY CLUB MEMBERSHIPS, CERTS, & LICENSES	NOVEMBER 2024	40.00	40.00
80064448	12/20/2024	LAUDA, MARIANNE COMMUNICATIONS	OCT 2024 - CELL	75.00	150.00
		COMMUNICATIONS	NOV 2024 - CELL	75.00	
80064449	12/20/2024	MALONEY STRATEGIC COMMUNICATION INC PROFESSIONAL SERVICES	2024 ICC STATIONERY PACKAGE	17,916.65	17,916.65



Irving Convention and Visitors Bureau

Check Register

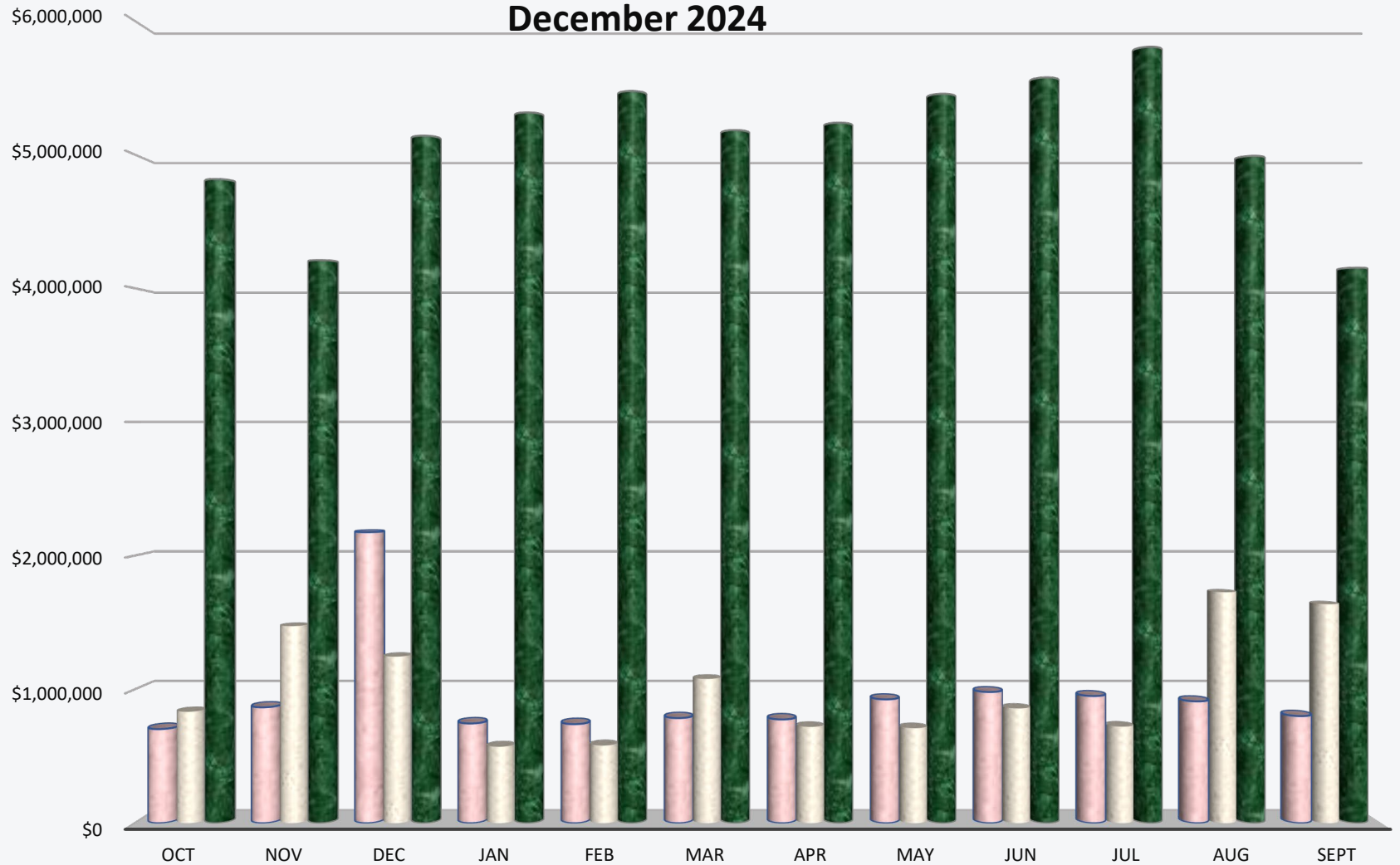
December 2024

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064450	12/20/2024	MANSELL, LORI			66.21
		COMMUNICATIONS	NOV 2024 - CELL	46.60	
		TRAVEL AND TRAINING	MPI THCC TX EDUCATION CONF 2024	19.61	
80064451	12/20/2024	NAYLOR, LLC			3,455.55
		MEDIA ADVERTISING	ADVERTISING	3,455.55	
80064452	12/20/2024	NORTHSTAR TRAVEL MEDIA, LLC			13,000.00
		MEDIA ADVERTISING	ADVERTISING	2,500.00	
		MEDIA ADVERTISING	ADVERTISING	9,000.00	
		MEDIA ADVERTISING	ADVERTISING	1,500.00	
80064453	12/20/2024	PETTY, BRICE			228.02
		COMMUNICATIONS	NOV 2024 - CELL / MILEAGE / MISC	101.05	
		MILEAGE REIMBURSEMENT	NOV 2024 - CELL / MILEAGE / MISC	6.97	
		OFFICE SUPPLIES	NOV 2024 - CELL / MILEAGE / MISC	120.00	
80064454	12/20/2024	PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC			662.16
		POSTAGE EQUIPMENT RENTAL	POSTAGE EQUIPMENT RENTAL Q4	662.16	
80064455	12/20/2024	SMG			28,072.56
		LOCAL PROGRAMS-PROMOTIONS	CATERING	1,776.67	
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - DEC 2024	26,295.89	
80064456	12/20/2024	SOTO, MONICA			52.28
		COMMUNICATIONS	NOV 2024 - CELL	25.00	
		COMMUNICATIONS	DEC 2024 - CELL / MILEAGE	25.00	
		MILEAGE REIMBURSEMENT	DEC 2024 - CELL / MILEAGE	2.28	
80064457	12/20/2024	THE BIG 12 CONFERENCE, INC			975.00
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS UH AT TCU/OCT 2024	140.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS OSU AT BAYLOR/OCT 2024	265.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS TCU AT BAYLOR/NOV 2024	165.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS OSU AT TCU/NOV 2024	175.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS KANSAS AT BAYLOR/NOV 2024	100.00	
		BUSINESS DEV INCENTIVE PROG	BIG 12 OFFICIALS ARIZONA AT TCU/NOV 2024	130.00	
80064458	12/20/2024	THE RITZ-CARLTON HOTEL COMPANY, L.L.C.			3,206.00
		BUSINESS DEV INCENTIVE PROG	AON CLINICAL SUMMIT/NOV 2024	3,206.00	
80064459	12/20/2024	THOMAS D. ICE			1,660.00
		BUSINESS DEV INCENTIVE PROG	PRE-TRIB RESEARCH CENTER/DEC 2024	1,660.00	
Total Number of Invoices			132	1,002,737.43	
Total Number of Checks			77		1,002,737.43

Irving Convention and Visitors Bureau

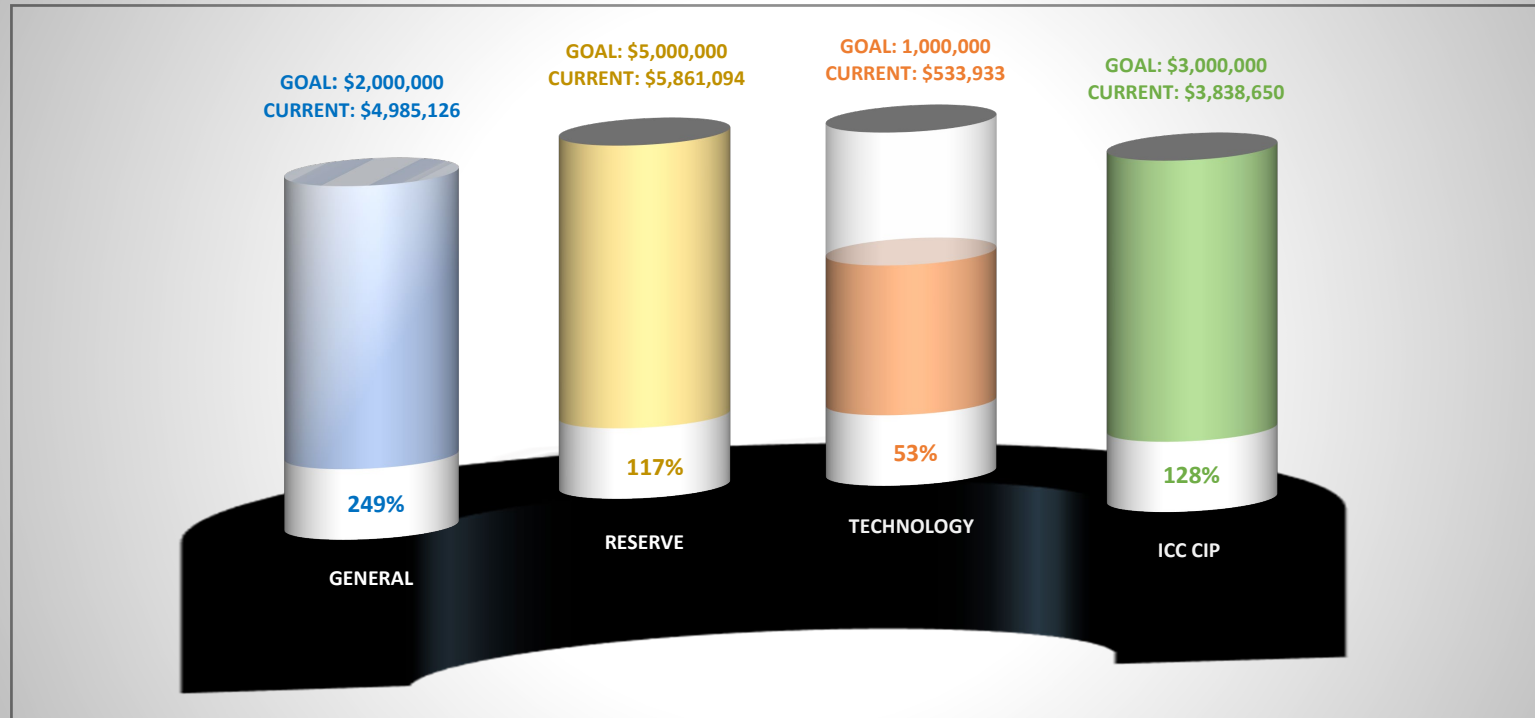
FY25 Cash Flow

December 2024



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT
REVENUE	\$702,747	\$865,656	\$2,174,788	\$745,000	\$740,000	\$785,000	\$775,000	\$925,000	\$980,000	\$950,000	\$910,000	\$800,000
EXPENSES	\$832,015	\$1,472,100	\$1,244,310	\$570,831	\$580,004	\$1,077,493	\$719,332	\$709,309	\$857,146	\$721,183	\$1,725,847	\$1,636,222
ENDING CASH	\$4,816,253	\$4,209,809	\$5,140,287	\$5,314,456	\$5,474,452	\$5,181,959	\$5,237,627	\$5,453,318	\$5,576,172	\$5,804,989	\$4,989,142	\$4,152,920

FUND BALANCES DECEMBER 2024



A golfer in a light blue polo shirt, khaki shorts, a dark cap, and dark sneakers with white socks is captured in the middle of a golf swing on a green. A golf club is visible behind him. In the background, there is a large clubhouse with many windows and a large tree. The entire image has a warm, golden-yellow tint.

ICVB HOTEL OCCUPANCY TAX COLLECTIONS

For Period Ending
October 2024

**IRVING CONVENTION AND VISITORS BUREAU
HOTEL OCCUPANCY TAX
2024 - 2025**

LUXURY & FULL SERVICE		OCT 2024
1	Atrium Hotel and Suites DFW Airport	18,684.36
2	Dallas Marriott Hotel Las Colinas	67,041.62
3	DFW Airport Marriott	60,122.08
4	<i>Doubletree by Hilton DFW Airport North</i>	<i>0.00</i>
5	Embassy Suites DFW Airport South	26,367.22
6	Embassy Suites by Hilton Dallas Las Colinas	23,085.10
7	Hilton Garden Inn DFW Airport South	14,787.26
8	Hilton Garden Inn Las Colinas	17,856.65
9	Holiday Inn Irving Las Colinas	10,980.57
10	NYLO Las Colinas Tapestry Collection	20,646.62
11	Omni Las Colinas Hotel	49,583.99
12	<i>Sheraton DFW Airport Hotel</i>	<i>0.00</i>
13	Texican Court	23,998.80
14	The Ritz-Carlton Dallas, Las Colinas	101,325.14
15	Westin DFW Airport	58,254.21
16	Wyndham DFW Airport Hotel	11,209.02
TOTAL LUXURY & FULL SERVICE		503,942.64
16	Westin Irving Convention Center Las Colinas	67,703.68

Westin pays 9% tax which is applied to bond payments. The 9% has been converted to the ICVB's share of the tax (57% of 5%) in order to compare with payments from other hotels. Amount is not included in the totals.

ALL SUITE / EXTENDED STAY		OCT 2024
1	Candlewood Suites DFW Airport North	6,910.37
2	Comfort Suites DFW Airport North	3,353.96
3	Country Inn & Suites by Carlson DFW Airport South	4,175.84
4	Element Dallas Las Colinas	19,107.67
5	Element DFW Airport North	10,780.82
6	Extended Stay America Dallas DFW Airport North	3,229.75
7	Extended Stay America Dallas Las Colinas	177.36
8	Extended Stay Deluxe Green Park	1,817.11
9	Extended Stay Deluxe Las Colinas	1,103.71
10	Hawthorne Suites Irving DFW Airport South	1,927.40
11	Holiday Inn Express Hotel & Suites DFW Airport North	13,759.40
12	Holiday Inn Express Hotel & Suites DFW Airport South	6,563.97
13	Holiday Inn Express Hotel & Suites Irving Las Colinas	10,810.35
14	Home Towne Studios Dallas Irving	1,301.77
15	Homewood Suites by Hilton DFW Airport North	6,926.60
16	Homewood Suites by Hilton Las Colinas	12,338.06
17	Hyatt House Dallas Las Colinas	10,007.81
18	Quality Suites Las Colinas	1,317.81
19	Residence Inn Dallas DFW Airport North Irving	6,775.91
20	Residence Inn Dallas Las Colinas	10,518.24
21	<i>Soka Suites Dallas Las Colinas</i>	<i>0.00</i>
22	Sonesta ES Suites Dallas Las Colinas	5,274.70
23	Sonesta Simply Suites Dallas Las Colinas	2,571.62
24	Springhill Suites Dallas DFW Airport East Las Colinas	10,171.65
25	Staybridge Suites DFW Airport North	6,297.25
26	TownePlace Suites Dallas DFW Airport North Irving	8,707.17
27	TownePlace Suites Dallas Las Colinas	6,954.97
28	Woodspring Suites Signature	2,018.27
TOTAL ALL SUITE / EXTENDED STAY		174,899.54

BUDGET SERVICE		OCT 2024
1	Arya Inn & Suites	599.74
2	Budget Inn & Suites	20.36
3	Budget Suites of America Las Colinas	1,129.41
4	<i>Clarion Inn & Suites</i>	0.00
5	Crossroads Hotel & Suites	1,089.97
6	Days Inn	5,506.92
7	Days Inn DFW Airport North	2,992.87
8	Delux Inn	870.58
9	Delux Suites Motel	133.58
10	Gateway Inn	427.27
11	Magnuson Extended Stay & Suites Airport Hotel	1,220.53
12	Motel 6 Dallas DFW South	1,879.61
13	Motel 6 Dallas Irving	2,860.74
14	Motel 6 DFW North	3,417.80
15	Motel 6/Budget Inn Irving Loop 12	1,135.65
16	<i>OYO Hotel DFW Airport North</i>	0.00
17	OYO Hotel DFW Airport South	2,488.34
18	<i>Quality Inn & Suites DFW Airport South</i>	0.00
19	Red Roof Inn & Suites Irving DFW South	2,627.69
20	Red Roof Inn Dallas DFW Airport North	3,964.82
21	Studio 6 / Motel 6 DFW Airport East	2,470.84
22	Super 8 Hotel DFW South	2,153.50
23	Super 8 Motel DFW North	2,536.71
TOTAL BUDGET SERVICE		39,526.93

LIMITED SERVICE		OCT 2024
1	aLoft Las Colinas	15,493.57
2	Best Western Plus DFW Airport Suites North	4,730.19
3	Comfort Inn & Suites Irving Las Colinas DFW	5,332.22
4	Courtyard Dallas DFW Airport North Irving	14,687.33
5	Courtyard Dallas DFW Airport South Irving	10,653.83
6	Courtyard Dallas Las Colinas	13,715.01
7	Fairfield Inn & Suites Dallas DFW Airport South Irving	9,205.51
8	Fairfield Inn & Suites Dallas Las Colinas	5,547.15
9	Fairfield Inn Dallas DFW Airport North Irving	9,537.17
10	Hampton Inn Dallas Irving Las Colinas	10,664.34
11	Home2 Suites by Hilton DFW Airport North	10,937.31
12	Home2 Suites by Hilton DFW Airport South Irving	8,631.90
13	Hyatt Place Dallas Las Colinas	9,877.14
14	<i>La Quinta Inn & Suites DFW Airport North</i>	<i>0.00</i>
15	La Quinta Inn & Suites DFW Airport South	7,728.76
16	La Quinta Inn Hotel & Suites Las Colinas	4,852.36
17	Quality Inn & Suites DFW Airport	6,357.07
18	Residence Inn Dallas DFW Airport South Irving	10,395.76
19	<i>Wingate Inn by Wyndham DFW Airport North</i>	<i>0.00</i>
TOTAL LIMITED SERVICE		158,346.62

TOTAL SHORT TERM RENTALS	22,617.09
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Number of locations	34
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SUMMARY	OCT 2024
ACTUAL GRAND TOTAL	899,332.82
BUDGET	838,299.00
DIFFERENCE	61,033.82 7.3%
CUMULATIVE YEAR TO DATE	
ACTUAL	899,332.82
BUDGET	838,299.00
DIFFERENCE	61,033.82 7.3%
COLLECTED PRIOR YEAR	863,573.94

ARPA FUNDING RECAP

March 2021 - October 2024

TOTAL RECEIPTS: \$23,499,291
TOTAL EXPENDITURES: \$23,499,291

FY21	GENERAL FUND		ICC CIP FUND	
		RECEIPTS: \$2,691,439		RECEIPTS: \$326,465
		EXPENDITURES: \$2,235,089		EXPENDITURES: \$245,399
		Salaries/Benefits; Operating Expenditures;		Reinstate Furloughed Positions; Network Services;
		Administrative Cost Service Fee; SMG Subsidy;		Inspect/Clean/Test Main Electrical Gear
		SMG Management Incentive Fee		

FY22	GENERAL FUND		ICC CIP FUND	
		RECEIPTS: \$7,398,345		RECEIPTS: \$2,878,667
		EXPENDITURES: \$5,880,280		EXPENDITURES: \$2,869,596
		Operating Expenditures; Technology Upgrades;		Network Services; Phone System Upgrade; Security
		Administrative Cost Service Fee; SMG Subsidy;		Office FF&E; Loading Dock Gate Upgrades; Replace
		SMG Management Incentive Fee		POS System; ADA Crosswalk; New Tables

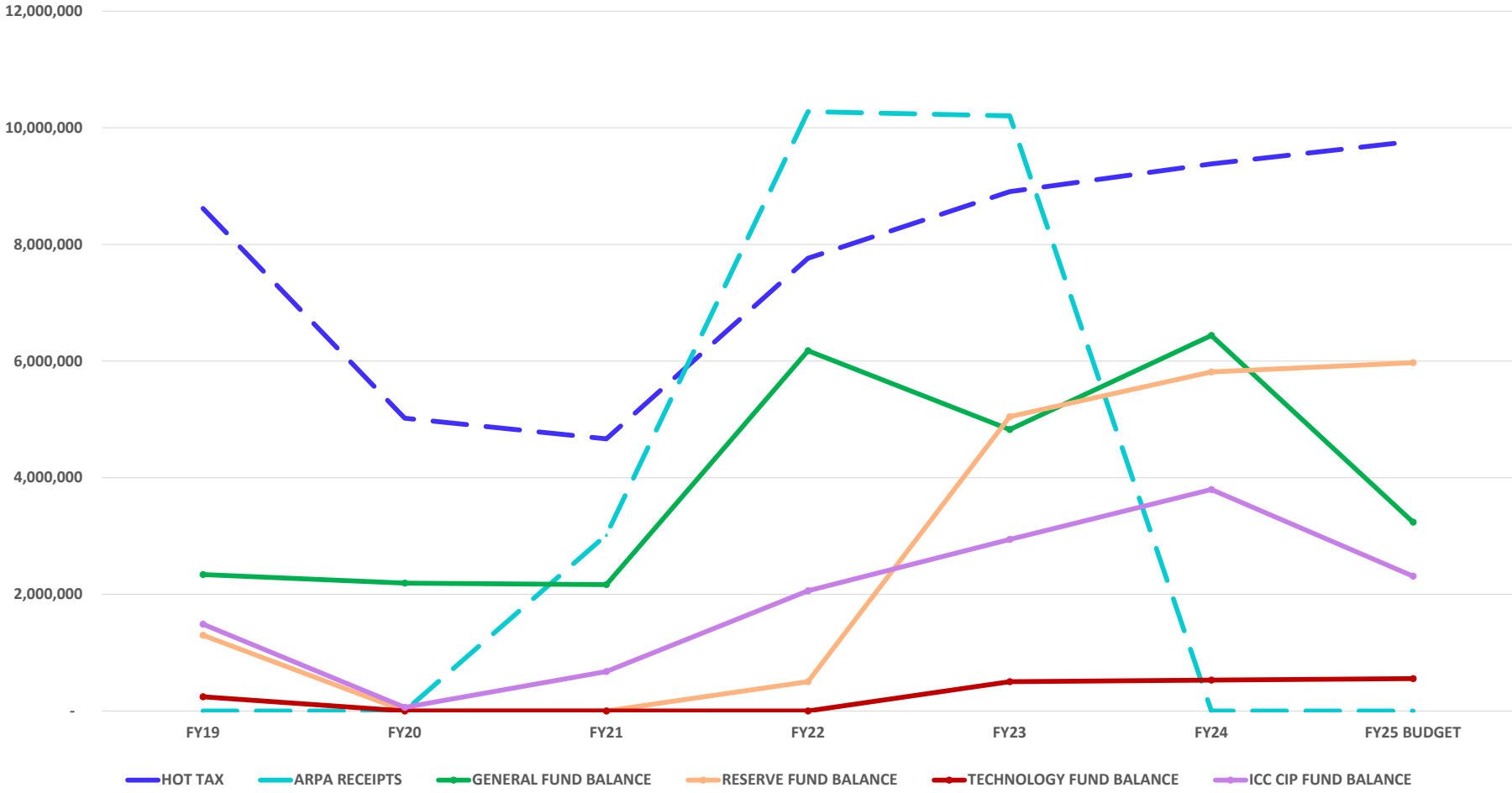
FY23	GENERAL FUND		ICC CIP FUND	
		RECEIPTS: \$6,824,375		RECEIPTS: \$3,380,000
		EXPENDITURES: \$5,078,392		EXPENDITURES: \$3,346,194
		Operating Expenditures; Administrative Cost Service		IT Support; Upgrade Exterior Building Lighting; Golf
		Fee; SMG Subsidy; SMG Management Incentive Fee		Cart; Upgrade Grand Ballroom Lighting; Mustang
				Lounge Furniture; Exterior Lighting; Landscaping

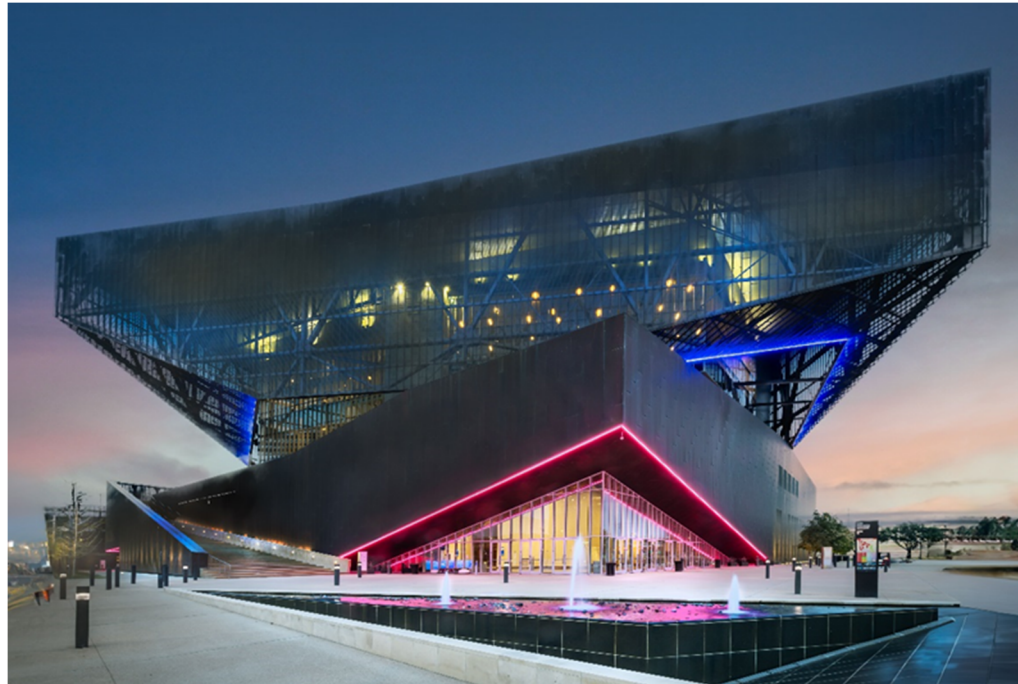
FY24	GENERAL FUND		ICC CIP FUND	
		RECEIPTS: \$0		RECEIPTS: \$0
		EXPENDITURES: \$8,116,838		EXPENDITURES: <\$4,426,195>
		Salaries/Benefits; Operating Expenditures;		
		Administrative Cost Service Fee; SMG Subsidy;		
		SMG Management Incentive Fee		

FY25	GENERAL FUND		ICC CIP FUND	
		RECEIPTS: \$0		RECEIPTS: \$0
		EXPENDITURES: \$153,695		EXPENDITURES: \$0
		Salaries/Benefits		

In mid-2024, the City ARPA Team informed the Bureau that in accordance with ARPA guidelines, SMG must sign the ARPA Federal Funds Agreement, and their purchases exceeding \$50,000 that are charged to ARPA are subject to the City's competitive bidding process. As SMG is under contract with the Bureau/City, they are not bound by the City's procurement process; rather, they follow their own procurement processes. Consequently, expenditures over \$50,000 originally charged to ARPA in the ICC CIP Fund were reversed, leaving only micro-purchases (under \$50,000) charged to ARPA. Both the subsidy and management incentive (paid from the General Fund) are eligible for ARPA funding, as they are not subject to the competitive bidding process.

ARPA FUNDING IMPACT





Date Distributed: January 6, 2025

Monthly Financial Summary

For Period Ending November 30, 2024

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
November 30, 2024

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Monthly Event Income Statement 721 Major Tenant	16

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Event Income													
Direct Event Income													
Rental Income	181,135	119,208	67,450	152,100	262,250	254,274	202,500	220,500	71,750	101,887	146,500	94,500	1,874,054
Service Income	180,247	68,849	7,400	15,450	26,000	17,500	19,750	18,750	5,750	5,000	10,000	5,000	379,696
Service Expenses	(289,774)	(158,995)	(32,978)	(26,982)	(35,976)	(26,982)	(41,972)	(38,974)	(14,990)	(11,992)	(11,992)	(8,994)	(700,601)
Total Direct Event Income	71,608	29,062	41,872	140,568	252,274	244,792	180,278	200,276	62,510	94,895	144,508	90,506	1,553,149
Ancillary Income													
F & B Concessions	29,302	52,510	5,000	15,000	16,250	25,000	12,250	43,250	15,000	1,000	13,250	9,000	236,812
F & B Catering	908,673	249,629	117,040	438,683	419,520	387,600	380,000	789,640	200,640	199,120	192,280	212,800	4,495,625
Parking: Self Parking	69,906	75,752	5,893	12,300	26,650	24,190	25,338	49,715	9,840	2,870	33,415	11,890	347,759
Electrical Services	41,180	7,530	3,500	2,500	17,000	35,500	27,000	15,000	8,500	4,000	1,500	15,000	178,210
Audio Visual	(1,228)	(739)	-	-	-	-	-	-	-	-	-	-	(1,967)
Internet Services	11,696	4,992	4,000	28,000	16,000	10,500	1,500	10,100	2,000	1,350	2,000	1,000	93,138
Total Ancillary Income	1,059,528	389,674	135,433	496,483	495,420	482,790	446,088	907,705	235,980	208,340	242,445	249,690	5,349,577
Total Event Income	1,131,136	418,736	177,305	637,051	747,694	727,582	626,366	1,107,981	298,490	303,235	386,953	340,196	6,902,725
Other Operating Income	242,197	128,149	139,117	139,117	139,117	139,117	139,117	139,117	139,117	139,117	139,117	107,727	1,730,126
ICVB Operating Subsidy			348,000			350,000			348,750			348,250	1,395,000
Adjusted Gross Income	1,373,333	546,885	664,422	776,168	886,811	1,216,699	765,483	1,247,098	786,357	442,352	526,070	796,173	10,027,852
Operating Expenses													
Employee Salaries and Wages	297,938	302,167	303,051	303,051	303,051	303,051	303,051	303,051	303,051	303,051	303,051	321,162	3,648,726
Benefits	68,812	58,381	117,976	117,976	117,976	117,976	117,976	117,976	117,976	117,976	117,976	173,586	1,362,562
Less: Event Labor Allocations	(76,453)	(58,879)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(42,925)	(703,253)
Net Employee Wages and Benefits	290,297	301,671	362,694	362,694	362,694	362,694	362,694	362,694	362,694	362,694	362,694	451,823	4,308,034
Contracted Services	93,211	86,608	90,320	90,320	90,320	90,320	90,320	90,320	90,320	90,320	90,320	92,654	1,085,354
General and Administrative	65,460	62,543	62,332	62,332	62,332	62,332	62,332	62,332	62,332	62,332	62,332	168,783	857,773
Operations	51,268	30,766	49,649	49,649	49,649	49,649	49,649	49,649	54,149	49,649	49,649	70,926	604,302
Repair & Maintenance	91,317	73,695	82,459	82,459	82,459	82,459	82,459	82,459	82,459	82,459	82,459	98,208	1,005,351
Supplies	14,679	7,301	29,708	29,708	29,708	29,708	29,708	29,708	29,908	29,708	29,708	62,424	351,976
Insurance	19,511	19,511	29,167	29,906	29,167	29,167	29,642	29,167	29,167	31,764	29,167	50,360	355,696
Utilities	59,946	52,425	57,042	57,042	57,042	57,042	57,042	57,042	57,042	57,042	57,042	58,751	684,500
Other	883	2,005	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,966	14,978
SMG Management Fees	93,491	51,749	32,794	59,599	58,595	56,866	54,202	91,489	40,614	39,090	39,757	32,971	651,217
Total Operating Expenses	780,063	688,274	797,290	824,834	823,091	821,362	819,173	855,985	805,310	810,683	804,253	1,088,866	9,919,182
Net Income (Loss) From Operations	593,270	(141,389)	(132,868)	(48,666)	63,720	395,337	(53,690)	391,113	(18,953)	(368,331)	(278,183)	(292,693)	108,670

ASM - Irving Convention Center
Financial Statements Monthly Highlights
For the Month Ending November 30, 2024

	Current Actual	Current Budget	Variance	Prior YTD Actual
Attendance	15,963	9,185	6,778	9,507
Events	17	16	1	14
Event Days	33	34	(1)	29
Direct Event Income	29,062	95,530	(66,468)	(16,887)
Ancillary Income	389,674	309,348	80,326	450,106
Total Event Income	418,736	404,878	13,858	433,219
Other Operating Income	128,149	139,117	(10,968)	180,315
Adjusted Gross Income	546,885	543,995	2,890	613,534
Indirect Expenses	(688,274)	(809,024)	120,750	(733,912)
Net Income (Loss) From Operations	(141,389)	(265,029)	123,640	(120,378)

ASM - Irving Convention Center
Financial Statements Year to Date Highlights
For the Two Months Ending November 30, 2024

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	37,568	41,500	(3,932)	34,125
Events	35	33	2	31
Event Days	79	82	(3)	75
Direct Event Income	100,670	286,897	(186,227)	56,500
Ancillary Income	1,449,203	1,212,184	237,019	1,241,894
Total Event Income	1,549,873	1,499,081	50,792	1,298,394
Other Operating Income	370,346	278,234	92,112	381,819
Adjusted Gross Income	1,920,219	1,777,315	142,904	1,680,213
Indirect Expenses	(1,468,336)	(1,662,621)	194,285	(1,407,740)
Net Income (Loss) From Operations	451,883	114,694	337,189	272,473

ASM - Irving Convention Center
Balance Sheet
November 30, 2024

ASSETS

Current Assets

Cash	\$ 3,227,668
Accounts Receivable	(511,385)
Prepaid Assets	148,972
Inventory	96,117
	<hr/>

Total Current Assets		2,961,372
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Total Assets	\$	2,961,372
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$ 761,488
Accrued Expenses	106,774
Deferred Income	0
Advance Ticket Sales/Deposits	1,641,226
Other Current Liabilities	0
	<hr/>

Total Current Liabilities		2,509,488
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Long-Term Liabilities

Long Term Liabilites	0
	<hr/>

Total Long-Term Liabilities		0
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Total Liabilities		2,509,488
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Equity

Net Funds Received	16,437,873
Retained Earnings	(16,437,874)
Net Income (Loss)	451,885
	<hr/>

Total Equity		451,884
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Total Liabilities & Equity	\$	2,961,372
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ASM - Irving Convention Center
Income Statement
For the Two Months Ending November 30, 2024

	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	119,208	127,750	(8,542)	300,343	348,935	(48,592)	253,919
Service Revenue	68,849	12,750	56,099	249,097	30,900	218,197	258,310
Service Expenses	(158,995)	(44,970)	(114,025)	(448,770)	(92,938)	(355,832)	(455,729)
Total Direct Event In	29,062	95,530	(66,468)	100,670	286,897	(186,227)	56,500
Ancillary Income							
F & B Concessions	52,510	16,000	36,510	81,813	34,750	47,063	37,537
F & B Catering	249,629	269,153	(19,524)	1,158,302	1,081,478	76,824	1,014,760
Parking	75,752	16,195	59,557	145,658	49,856	95,802	113,824
Electrical Services	7,530	3,000	4,530	48,710	22,100	26,610	62,122
Audio Visual	(739)	0	(739)	(1,967)	0	(1,967)	0
Internet Services	4,992	5,000	(8)	16,687	24,000	(7,313)	13,651
Total Ancillary Inco	389,674	309,348	80,326	1,449,203	1,212,184	237,019	1,241,894
Total Event Income	418,736	404,878	13,858	1,549,873	1,499,081	50,792	1,298,394
OTHER OPERATING INCOME							
Other Income	128,149	139,117	(10,968)	370,346	278,234	92,112	381,819
Total Other Operatin	128,149	139,117	(10,968)	370,346	278,234	92,112	381,819
Adjusted Gross Inco	546,885	543,995	2,890	1,920,219	1,777,315	142,904	1,680,213
INDIRECT EXPENSES							
Salaries & Wages	302,167	302,875	708	600,105	605,750	5,645	547,427
Payroll Taxes & Ben	58,381	116,364	57,983	127,189	232,728	105,539	132,385
Labor Allocations to	(58,877)	(58,333)	544	(135,330)	(116,666)	18,664	(109,685)
Net Salaries and Ben	301,671	360,906	59,235	591,964	721,812	129,848	570,127
Contracted Services	86,608	90,320	3,712	179,821	180,640	819	138,145
General and Adminis	62,543	62,331	(212)	128,002	124,662	(3,340)	97,671
Operating	30,766	49,649	18,883	82,034	99,298	17,264	107,827
Repairs & Maintenan	73,695	82,459	8,764	165,012	164,918	(94)	97,726
Operational Supplies	7,301	29,708	22,407	21,981	59,416	37,435	28,122
Insurance	19,511	29,167	9,656	39,022	58,334	19,312	112,844
Utilities	52,425	57,042	4,617	112,371	114,084	1,713	107,125
Other	2,005	1,125	(880)	2,889	2,250	(639)	1,054
ASM Management F	51,749	46,317	(5,432)	145,240	137,207	(8,033)	147,099
Total Indirect Expens	688,274	809,024	120,750	1,468,336	1,662,621	194,285	1,407,740

ASM - Irving Convention Center
Income Statement
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
Net Income (Loss)	(141,389)	(265,029)	123,640	451,883	114,694	337,189	272,473

IRVING CONVENTION CENTER/SMG
Year Over Year Income Comparison
For the Two Months Ending November 30, 2024

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	119,208	78,969	109,865	97,552	58,881	77,985
F & B Concessions	52,510	5,828	25,785	39,965	0	6,231
F & B Catering	249,629	411,399	212,034	199,961	7,705	150,709
Total Event Income	418,736	433,219	380,545	379,643	68,658	228,690
Total Indirect Expenses	688,274	733,912	604,122	570,561	370,377	538,092

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	300,343	253,919	357,115	181,672	65,581	261,170
F & B Concessions	81,813	37,537	59,489	56,378	0	31,098
F & B Catering	1,158,302	1,014,760	691,972	311,453	7,705	755,761
Total Event Income	1,549,873	1,298,394	1,179,952	623,660	77,041	1,045,077
Total Indirect Expenses	1,468,336	1,407,740	1,238,946	1,056,835	721,378	1,238,490

ASM - Irving Convention Center
Monthly Event Income Statement: Assemblies
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	500	1,500	500	1,500
Events	1	1	1	1
Event Days	1	1	1	1
Direct Event Income				
Rental Income	7,500	7,500	7,500	7,500
Service Revenue	2,460	1,000	2,460	1,000
Service Expenses	(2,844)	(2,998)	(2,844)	(2,998)
Total Direct Event Income	<u>7,116</u>	<u>5,502</u>	<u>7,116</u>	<u>5,502</u>
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	(214)	380	(214)	380
Parking	6,452	0	6,452	0
Electrical Services	600	0	600	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	<u>6,838</u>	<u>380</u>	<u>6,838</u>	<u>380</u>
Total Event Income	<u>13,954</u>	<u>5,882</u>	<u>13,954</u>	<u>5,882</u>

ASM - Irving Convention Center
Monthly Event Income Statement: Banquets
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,090	1,375	1,120	1,400
Events	3	3	4	4
Event Days	4	4	5	5
Direct Event Income				
Rental Income	2,750	2,750	2,750	2,750
Service Revenue	2,975	2,250	2,975	2,250
Service Expenses	(11,528)	(8,994)	(12,031)	(11,992)
Total Direct Event Income	(5,803)	(3,994)	(6,306)	(6,992)
Ancillary Income				
F & B Concessions	6	0	6	0
F & B Catering	56,327	49,400	57,457	50,692
Parking	2,079	1,845	2,079	1,845
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	58,412	51,245	59,542	52,537
Total Event Income	52,609	47,251	53,236	45,545

ASM - Irving Convention Center
Monthly Event Income Statement: Consumer / Public Shows
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	750	500	8,015	17,700
Events	1	1	4	4
Event Days	1	1	9	11
Direct Event Income				
Rental Income	9,375	17,500	77,625	85,750
Service Revenue	2,860	1,000	33,583	7,150
Service Expenses	(4,639)	(2,998)	(49,879)	(11,992)
Total Direct Event Income	7,596	15,502	61,329	80,908
Ancillary Income				
F & B Concessions	95	1,000	19,646	18,500
F & B Catering	(462)	0	3,143	15,200
Parking	1,065	1,230	21,928	22,960
Electrical Services	205	0	4,650	5,000
Audio Visual	0	0	0	0
Internet Services	0	0	2,117	1,500
Total Ancillary Income	903	2,230	51,484	63,160
Total Event Income	8,499	17,732	112,813	144,068

ASM - Irving Convention Center
Monthly Event Income Statement: Conventions
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	7,888	3,700	17,519	15,835
Events	3	3	9	9
Event Days	12	13	33	34
Direct Event Income				
Rental Income	48,000	56,000	139,350	147,400
Service Revenue	43,584	4,000	149,513	13,750
Service Expenses	(93,989)	(8,994)	(256,103)	(26,982)
Total Direct Event Income	(2,405)	51,006	32,760	134,168
Ancillary Income				
F & B Concessions	11,023	5,000	20,775	6,250
F & B Catering	178,996	199,880	586,515	576,649
Parking	24,718	10,250	55,033	15,457
Electrical Services	6,425	3,000	33,690	7,500
Audio Visual	0	0	0	0
Internet Services	2,540	0	6,005	2,500
Total Ancillary Income	223,702	218,130	702,018	608,356
Total Event Income	221,297	269,136	734,778	742,524

ASM - Irving Convention Center
Monthly Event Income Statement: Sporting Event
For the Two Months Ending November 30, 2024

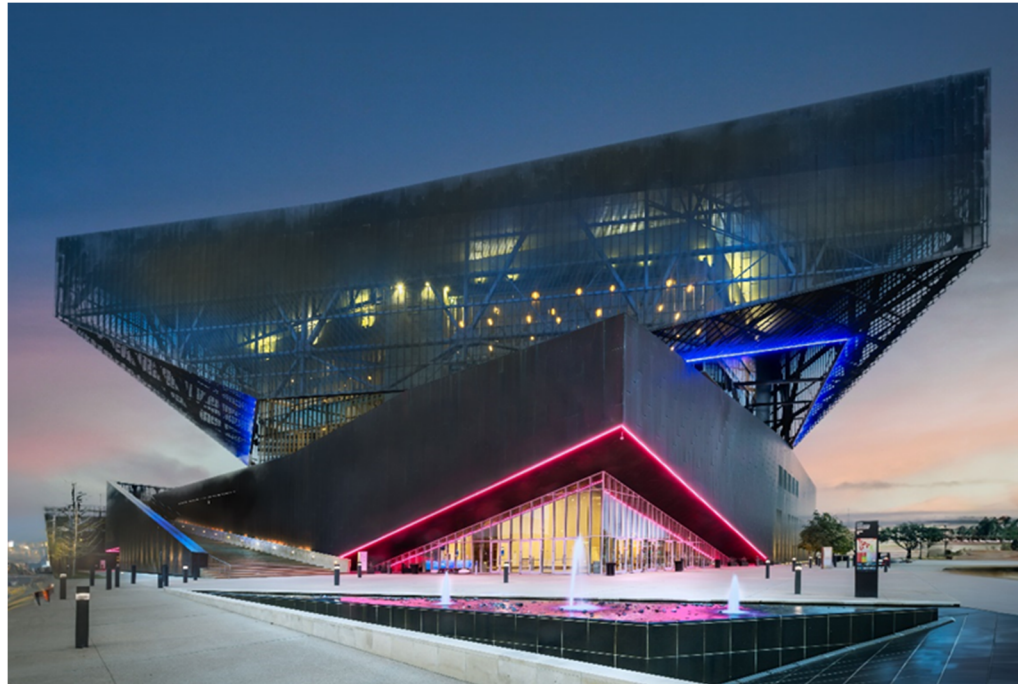
	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	5,060	1,600	5,060	1,600
Events	2	2	2	2
Event Days	7	8	7	8
Direct Event Income				
Rental Income	37,083	29,500	37,083	29,500
Service Revenue	14,720	3,000	14,720	3,000
Service Expenses	(36,809)	(5,996)	(36,809)	(5,996)
Total Direct Event Income	14,994	26,504	14,994	26,504
Ancillary Income				
F & B Concessions	41,386	10,000	41,386	10,000
F & B Catering	8,888	1,900	8,888	1,900
Parking	38,459	1,640	38,459	1,640
Electrical Services	300	0	300	0
Audio Visual	(739)	0	(739)	0
Internet Services	2,452	5,000	2,452	5,000
Total Ancillary Income	90,746	18,540	90,746	18,540
Total Event Income	105,740	45,044	105,740	45,044

ASM - Irving Convention Center
Monthly Event Income Statement: Sporting Event
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	5,060	1,600	5,060	1,600
Events	2	2	2	2
Event Days	7	8	7	8
Direct Event Income				
Rental Income	37,083	29,500	37,083	29,500
Service Revenue	14,720	3,000	14,720	3,000
Service Expenses	(36,809)	(5,996)	(36,809)	(5,996)
Total Direct Event Income	14,994	26,504	14,994	26,504
Ancillary Income				
F & B Concessions	41,386	10,000	41,386	10,000
F & B Catering	8,420	1,900	8,420	1,900
Parking	38,459	1,640	38,459	1,640
Electrical Services	300	0	300	0
Audio Visual	(739)	0	(739)	0
Internet Services	2,452	5,000	2,452	5,000
Total Ancillary Income	90,278	18,540	90,278	18,540
Total Event Income	105,272	45,044	105,272	45,044

ASM - Irving Convention Center
Monthly Event Income Statement: ICVB
For the Two Months Ending November 30, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	55	55	269	260
Events	2	2	5	5
Event Days	2	2	5	5
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(1,012)	(5,996)	(2,604)	(11,992)
Total Direct Event Income	(1,012)	(5,996)	(2,604)	(11,992)
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	(1,421)	1,064	2,983	8,208
Parking	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	(1,421)	1,064	2,983	8,208
Total Event Income	(2,433)	(4,932)	379	(3,784)



Date Distributed: January 17, 2025

Monthly Financial Summary

For Period Ending December 31, 2024

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
December 31, 2024

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	October	November	December	January	February	March	April	May	June	July	August	September	Total
Event Income													
Direct Event Income													
Rental Income	181,135	119,208	68,450	160,850	266,250	254,274	202,500	220,500	110,750	65,000	146,500	99,500	1,894,917
Service Income	180,247	68,849	36,607	16,450	26,750	17,500	19,750	18,750	7,250	5,000	10,000	5,000	412,153
Service Expenses	(289,774)	(158,995)	(108,936)	(29,980)	(38,974)	(26,982)	(41,972)	(38,974)	(17,988)	(11,992)	(11,992)	(11,992)	(788,551)
Total Direct Event Income	71,608	29,062	(3,879)	147,320	254,026	244,792	180,278	200,276	100,012	58,008	144,508	92,508	1,518,519
Ancillary Income													
F & B Concessions	29,302	52,510	3,330	15,000	16,250	25,000	12,250	43,250	15,000	1,000	13,250	9,000	235,142
F & B Catering	908,673	249,629	114,488	456,923	425,600	387,600	380,000	789,640	200,640	199,120	192,280	212,800	4,517,393
Parking: Self Parking	69,906	75,752	24,975	12,300	26,650	24,190	25,338	49,715	9,840	2,870	33,415	11,890	366,841
Electrical Services	41,180	7,530	6,425	2,500	17,000	35,500	27,000	15,000	8,500	4,000	1,500	15,000	181,135
Audio Visual	(1,228)	(739)	-	-	-	-	-	-	-	-	-	-	(1,967)
Internet Services	11,696	4,992	3,312	28,000	16,000	10,500	1,500	10,100	2,000	1,350	2,000	1,000	92,450
Total Ancillary Income	1,059,528	389,674	152,530	514,723	501,500	482,790	446,088	907,705	235,980	208,340	242,445	249,690	5,390,993
Total Event Income	1,131,136	418,736	148,651	662,043	755,526	727,582	626,366	1,107,981	335,992	266,348	386,953	342,198	6,909,512
Other Operating Income	242,197	128,149	45,952	139,117	139,117	139,117	139,117	139,117	139,117	139,117	139,117	154,962	1,684,196
ICVB Operating Subsidy			348,000			350,000			348,750			348,250	1,395,000
Adjusted Gross Income	1,373,333	546,885	542,603	801,160	894,643	1,216,699	765,483	1,247,098	823,859	405,465	526,070	845,410	9,988,709
Operating Expenses													
Employee Salaries and Wages	297,938	302,167	306,000	303,051	303,051	303,051	303,051	303,051	303,051	303,051	303,051	325,046	3,655,559
Benefits	68,812	58,381	73,955	117,976	117,976	117,976	117,976	117,976	117,976	117,976	117,976	200,575	1,345,531
Less: Event Labor Allocations	(76,453)	(58,879)	(37,201)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(61,167)	(700,364)
Net Employee Wages and Benefits	290,297	301,671	342,754	362,694	362,694	362,694	362,694	362,694	362,694	362,694	362,694	464,454	4,300,725
Contracted Services	93,211	86,608	87,265	90,320	90,320	90,320	90,320	90,320	90,320	90,320	90,320	93,092	1,082,736
General and Administrative	65,460	62,543	67,288	62,332	62,332	62,332	62,332	62,332	62,332	62,332	62,332	176,440	870,387
Operations	51,268	30,766	27,585	49,649	49,649	49,649	49,649	49,649	54,149	49,649	49,649	92,988	604,300
Repair & Maintenance	91,317	73,695	85,022	82,459	82,459	82,459	82,459	82,459	82,459	82,459	82,459	104,570	1,014,276
Supplies	14,679	7,301	17,451	29,708	29,708	29,708	29,708	29,708	29,908	29,708	29,708	72,656	349,950
Insurance	19,511	19,511	(16,593)	29,906	29,167	29,167	29,642	29,167	29,167	31,764	29,167	96,120	355,696
Utilities	59,946	52,425	50,171	57,042	57,042	57,042	57,042	57,042	57,042	57,042	57,042	65,621	684,500
Other	883	2,005	1,220	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	2,379	15,487
SMG Management Fees	93,491	51,749	37,151	59,599	58,595	56,866	54,202	91,489	40,614	39,090	39,757	28,615	651,217
Total Operating Expenses	780,063	688,274	699,316	824,834	823,091	821,362	819,173	855,985	805,310	810,683	804,253	1,196,935	9,929,274
Net Income (Loss) From Operations	593,270	(141,389)	(156,713)	(23,674)	71,552	395,337	(53,690)	391,113	18,549	(405,218)	(278,183)	(351,525)	59,434

ASM - Irving Convention Center
Financial Statements Monthly Highlights
For the Month Ending December 31, 2024

	Current Actual	Current Budget	Variance	Prior YTD Actual
Attendance	7,263	9,092	(1,829)	13,960
Events	12	11	1	6
Event Days	20	24	(4)	16
Direct Event Income	(3,879)	43,870	(47,749)	5,712
Ancillary Income	152,530	133,558	18,972	182,528
Total Event Income	148,651	177,428	(28,777)	188,240
Other Operating Income	45,952	139,117	(93,165)	57,155
Adjusted Gross Income	194,603	316,545	(121,942)	245,395
Indirect Expenses	(699,316)	(795,502)	96,186	(607,905)
Net Income (Loss) From Operations	(504,713)	(478,957)	(25,756)	(362,510)

ASM - Irving Convention Center
Financial Statements Year to Date Highlights
For the Three Months Ending December 31, 2024

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	44,831	50,592	(5,761)	48,085
Events	47	44	3	37
Event Days	99	106	(7)	91
Direct Event Income	96,791	330,767	(233,976)	62,207
Ancillary Income	1,601,734	1,345,742	255,992	1,424,419
Total Event Income	1,698,525	1,676,509	22,016	1,486,626
Other Operating Income	416,299	417,351	(1,052)	438,974
Adjusted Gross Income	2,114,824	2,093,860	20,964	1,925,600
Indirect Expenses	(2,167,655)	(2,458,123)	290,468	(2,015,640)
Net Income (Loss) From Operations	(52,831)	(364,263)	311,432	(90,040)

ASM - Irving Convention Center
Balance Sheet
December 31, 2024

ASSETS

Current Assets

Cash	\$ 1,884,266
Accounts Receivable	669,983
Prepaid Assets	144,918
Inventory	83,070
	<hr/>

Total Current Assets		2,782,237
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		<hr/> \$ 2,782,237 <hr/>
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$ 852,853
Accrued Expenses	9,205
Deferred Income	0
Advance Ticket Sales/Deposits	1,625,010
Other Current Liabilities	0
	<hr/>

Total Current Liabilities		2,487,068
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Long-Term Liabilities

Long Term Liabilites	0
	<hr/>

Total Long-Term Liabilities		0
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Total Liabilities		2,487,068
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Equity

Net Funds Received	16,785,873
Retained Earnings	(16,437,874)
Net Income (Loss)	(52,830)
	<hr/>

Total Equity		295,169
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		<hr/> \$ 2,782,237 <hr/>
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ASM - Irving Convention Center
Income Statement
For the Three Months Ending December 31, 2024

	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	68,450	66,450	2,000	368,793	415,385	(46,592)	322,244
Service Revenue	36,607	7,400	29,207	285,704	38,300	247,404	297,541
Service Expenses	(108,936)	(29,980)	(78,956)	(557,706)	(122,918)	(434,788)	(557,578)
Total Direct Event In	(3,879)	43,870	(47,749)	96,791	330,767	(233,976)	62,207
Ancillary Income							
F & B Concessions	3,330	5,000	(1,670)	85,143	39,750	45,393	42,159
F & B Catering	114,488	117,040	(2,552)	1,272,789	1,198,518	74,271	1,155,987
Parking	24,975	4,018	20,957	170,635	53,874	116,761	140,834
Electrical Services	6,425	3,500	2,925	55,135	25,600	29,535	67,437
Audio Visual	0	0	0	(1,967)	0	(1,967)	0
Internet Services	3,312	4,000	(688)	19,999	28,000	(8,001)	18,002
Total Ancillary Inco	152,530	133,558	18,972	1,601,734	1,345,742	255,992	1,424,419
Total Event Income	148,651	177,428	(28,777)	1,698,525	1,676,509	22,016	1,486,626
OTHER OPERATING INCOME							
Other Income	45,952	139,117	(93,165)	416,299	417,351	(1,052)	438,974
Total Other Operatin	45,952	139,117	(93,165)	416,299	417,351	(1,052)	438,974
Adjusted Gross Inco	194,603	316,545	(121,942)	2,114,824	2,093,860	20,964	1,925,600
INDIRECT EXPENSES							
Salaries & Wages	306,000	302,875	(3,125)	906,104	908,625	2,521	800,504
Payroll Taxes & Ben	73,955	116,364	42,409	201,144	349,092	147,948	203,207
Labor Allocations to	(37,201)	(58,333)	(21,132)	(172,532)	(174,999)	(2,467)	(142,259)
Net Salaries and Ben	342,754	360,906	18,152	934,716	1,082,718	148,002	861,452
Contracted Services	87,265	90,320	3,055	267,086	270,960	3,874	208,959
General and Adminis	67,288	62,332	(4,956)	195,296	186,994	(8,302)	165,209
Operating	27,585	49,649	22,064	109,621	148,947	39,326	137,868
Repairs & Maintenan	85,022	82,459	(2,563)	250,036	247,377	(2,659)	143,322
Operational Supplies	17,451	29,708	12,257	39,430	89,124	49,694	34,526
Insurance	(16,593)	29,167	45,760	22,429	87,501	65,072	122,573
Utilities	50,173	57,042	6,869	162,543	171,126	8,583	156,565
Other	1,220	1,125	(95)	4,108	3,375	(733)	1,632
ASM Management F	37,151	32,794	(4,357)	182,390	170,001	(12,389)	183,534
Total Indirect Expens	699,316	795,502	96,186	2,167,655	2,458,123	290,468	2,015,640

ASM - Irving Convention Center
Income Statement
For the Three Months Ending December 31, 2024

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
Net Income (Loss)	(504,713)	(478,957)	(25,756)	(52,831)	(364,263)	311,432	(90,040)

IRVING CONVENTION CENTER/SMG
Year Over Year Income Comparison
For the Three Months Ending December 31, 2024

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	68,450	68,325	100,292	38,325	47,350	38,650
F & B Concessions	3,330	4,624	11,367	11,425	5,195	10,154
F & B Catering	114,488	141,229	171,372	146,540	24,452	235,426
Total Event Income	148,651	188,240	284,348	210,730	86,727	285,677
Total Indirect Expenses	699,316	607,905	630,347	414,820	406,943	527,119

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	368,793	322,244	457,407	219,997	112,931	299,820
F & B Concessions	85,143	42,159	70,854	67,802	5,195	41,253
F & B Catering	1,272,789	1,155,987	863,340	457,990	32,158	991,186
Total Event Income	1,698,525	1,486,626	1,464,296	834,386	163,769	1,330,756
Total Indirect Expenses	2,167,655	2,015,640	1,869,291	1,471,657	1,128,321	1,765,609

ASM - Irving Convention Center
Monthly Event Income Statement: Banquets
For the Three Months Ending December 31, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,527	1,590	2,647	2,990
Events	3	3	7	7
Event Days	3	3	8	8
Direct Event Income				
Rental Income	1,000	0	3,750	2,750
Service Revenue	13,030	2,500	16,005	4,750
Service Expenses	(23,357)	(8,994)	(35,388)	(20,986)
Total Direct Event Income	(9,327)	(6,494)	(15,633)	(13,486)
Ancillary Income				
F & B Concessions	184	0	190	0
F & B Catering	80,211	82,840	137,666	133,532
Parking	5,949	2,378	8,028	4,223
Electrical Services	520	0	520	0
Audio Visual	0	0	0	0
Internet Services	5	500	5	500
Total Ancillary Income	86,869	85,718	146,409	138,255
Total Event Income	77,542	79,224	130,776	124,769

ASM - Irving Convention Center
Monthly Event Income Statement: Meetings
For the Three Months Ending December 31, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	3,148	4,150	8,233	7,355
Events	3	3	13	11
Event Days	9	9	28	27
Direct Event Income				
Rental Income	30,250	30,250	66,285	106,285
Service Revenue	4,966	1,900	50,812	5,650
Service Expenses	(40,552)	(8,994)	(129,054)	(29,980)
Total Direct Event Income	(5,336)	23,156	(11,957)	81,955
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	37,794	34,200	537,325	462,649
Parking	(1,621)	1,230	20,086	9,184
Electrical Services	3,060	500	12,530	10,100
Audio Visual	0	0	(1,228)	0
Internet Services	1,563	0	7,676	15,000
Total Ancillary Income	40,796	35,930	576,389	496,933
Total Event Income	35,460	59,086	564,432	578,888

ASM - Irving Convention Center
Monthly Event Income Statement: Sporting Event
For the Three Months Ending December 31, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,450	3,200	7,510	4,800
Events	2	2	4	4
Event Days	4	9	11	17
Direct Event Income				
Rental Income	37,200	36,200	74,283	65,700
Service Revenue	18,611	3,000	33,331	6,000
Service Expenses	(43,782)	(5,996)	(80,590)	(11,992)
Total Direct Event Income	12,029	33,204	27,024	59,708
Ancillary Income				
F & B Concessions	3,146	5,000	44,532	15,000
F & B Catering	(974)	0	7,914	1,900
Parking	20,647	410	59,108	2,050
Electrical Services	2,845	3,000	3,145	3,000
Audio Visual	0	0	(739)	0
Internet Services	1,744	3,500	4,196	8,500
Total Ancillary Income	27,408	11,910	118,156	30,450
Total Event Income	39,437	45,114	145,180	90,158

ASM - Irving Convention Center
Monthly Event Income Statement: ICVB
For the Three Months Ending December 31, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	138	152	407	412
Events	4	3	9	8
Event Days	4	3	9	8
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(883)	(5,996)	(3,487)	(17,988)
Total Direct Event Income	(883)	(5,996)	(3,487)	(17,988)
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	(2,543)	0	440	8,208
Parking	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	(2,543)	0	440	8,208
Total Event Income	(3,426)	(5,996)	(3,047)	(9,780)

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, January 27, 2025 at 11:45 AM
Irving Convention Center, Grand Ballroom 1-2
500 W. Las Colinas Blvd.
Irving, Texas 75039

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

1. Citizen Comments on Items Listed on the Agenda

Consent Agenda

2. Approving ICVB Board Meeting Minutes for December 16, 2024
3. Approving the ICVB Financial Reports for October, November and December 2024
4. Reviewing the Hotel Occupancy Tax Collections
5. Accepting the Irving Convention Center Financial Reports for November and December 2024

Presentation

6. Irving Hotel Outlook Presentation – Tourism Economics Quarterly Update

Board Reports

7. Board Chair Report
 - a. Review of Committee Leadership Assignments
 - b. Conflict of Interest Form
 - c. Next Board Meeting –February 24, 2025
8. Board Committee Reports
 - a. Board and Business Development – Michael Basoco
 - Next Meeting – March 14
 - b. Community Engagement – David Cole
 - Next Meeting – April 15
 - c. Destination Development – Colvin Gibson
 - Next Meeting – February 18
 - Transformational Developments Panel
9. City Reports
 - a. Council Liaison – Councilman Kyle Taylor

AGENDA - Continued

- b. Mayor & Other Council Members
 - DART/Transportation and Infrastructure – Mayor Rick Stopfer
- c. City Manager – Chris Hillman
 - Delinquent Hotel Occupancy Tax Collection Updates
 - Hotel Audit Report
 - Visitor Development Updates
 - Other City Updates
- 10. Bureau Monthly Management Reports**
 - a. Executive Director – Maura Gast
 - b. Sales and Services – Lori Fojtasek
 - c. Marketing and Communications – Diana Pfaff
 - d. Administration and Finance – Susan Rose
 - Smith Travel Research and AirDNA Monthly Reports
- 11. Convention Center Management Report – Tom Meehan/Jeremy Pierce**
- 12. Industry Partner Reports**
 - a. The Pavilion at the Toyota Music Factory/Live Nation Report – Tommy DeBeaudry
 - b. Hotel Industry Updates – Kim Limon, Anthony Buttafuoco
 - c. Industry-At-Large – Stephanie Fenley-Garcia
 - d. Restaurant Industry Update – David Cole
- 13. Partner Organization & Stakeholder Reports**
 - a. DCURD and Irving Flood Control Districts – Dallas Burke
 - b. Chamber of Commerce – Steve Love/Beth Bowman
 - c. Irving Arts and Culture – Chris Wallace/Todd Hawkins
 - d. The Las Colinas Association – Hammond Perot
 - e. TIF – Dick Rogers
 - f. University of Dallas – J. Lee Whittington

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 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.