

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Executive Committee**  
**Friday, April 25, 2025 at 9:00 AM**  
**Irving Convention Center, First Floor Conference Room**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**

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

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1. Citizen Comments on Items Listed on the Agenda
2. Approving Executive Committee Minutes – March 21, 2025
3. Accepting the ICVB Financial Report – March 2025
4. Review of Hotel Occupancy Tax Collections
5. Accepting the ICC Financial Report – March 2025
6. Board & Business Development Committee Recommendation for Reallocation of Hotel Occupancy Taxes Revenues Effective September 1, 2026
7. Review of Board Meeting Agenda – April 28, 2025
8. City Council Reports and Staff Comments
9. Chairman/Executive Director Reports
  - a. Community Engagement Committee Update
  - b. Destination Development Committee Meeting
    - i. National Medal of Honor Museum, May 13
10. Next meeting – May 16, 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 will remain so posted at least 72 hours before said meeting convened.

\_\_\_\_\_  
Deputy Clerk, City Secretary's Office

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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, March 21, 2025**

Attendance: Richard Stewart, Jr. – Board Chair, Sam Reed – Board Vice Chair; Michael Basoco, Anthony Buttafuoco, David Cole, and Colvin Gibson - Committee Members; Bob Bourgeois and Karen Cooperstein– Board Members; Verenis Johnson and Tom Meehan – ASM/ICC; Maura Gast, Carol Boyer, Marianne Lauda, Brice Petty, Susan Rose, and Matt Tungett – ICVB; Councilman Al Zapanta – Guest.

Board Chair Richard 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 February 21, 2025 Executive Committee meeting minutes. On a motion from Board member Karen Cooperstein and a second from Board member Colvin Gibson, the motion to approve the minutes unanimously was approved.

**ACCEPTING THE ICVB FINANCIAL REPORTS**

Accounting and Budget Director Marianne Lauda reviewed the ICVB February 2025 Financial Reports: The complete report is included in the packet on the Board portal.

**General Fund:**

- Three months of Hotel Occupancy Tax have been collected for a total of \$660,855.99 and 24.2% of budget.
- 22% of budgeted Investment has been collected.
- Expenditures are slightly behind budget at 29.5% to date. Staff continue to monitor the budget.
- Next year's budget is in process.
- General Fund balance is \$5,272,764.81. This fund is doing well.

**CIP Fund:**

- For the month, Investment Income is \$19,029.82 and 93.9% of budget year to date.
- Fund is only 15% expended, but that will change in the next few months.
- Fund balance is \$3,713,627.02.

**Checks reviewed from the Check Register:**

- HelmsBriscoe Performance Group, Inc. – travel and training. This is a third-party meeting planner group.
- Payments to SMG – Building maintenance, Fired Up! Training, Westin garage and catering.
- Maloney Strategic Communication Inc. – promotions and projects.

In response to a question from Cooperstein, Lauda confirmed American Express payment is all receipts from staff for the month for conference registrations, travel expenses, etc. She confirmed there was a contract expense for Cvent from Sales and Services included in February expenses that bumped up the normal expenditure amount. Cvent is an event management software as well as a lead distribution channel.

Lauda responded to a question from Stewart regarding a check to Panade II, Ltd for University of the Cumberland. It was noted this was a Business Development Incentive Program payment, and the University is in Williamsburg, Kentucky.

Discussion was held on the Bureau's past participation in Austin, Texas SXSW Conference. Executive Director Maura Gast stated attending had a positive effect in several ways for the first year or so but the return on investment versus the expense and cost per lead did not have the staying power to justify continuing participation. Staff is looking for other events that would be worth the real investment. The ICVB analyzed the traction of leads, number of leads, target audience, competition, and attendance and discovered that our audience is better served in other functions we do in Austin. Irving was well represented in its efforts there, however, the long-term return on investment was not sufficient to justify the continued investment.

#### Cash Flow Report:

- Estimated Year-End total ending cash of \$4,333,154.

#### Fund Balances

- General Fund – met goal.
- Reserve Fund – met goal.
- ICC CIP Fund – met goal.
- Technology Fund is still short and there is no transfer of funds projected.

Discussion was held on the ICVB's investment priorities. Lauda noted the ICVB invests per the City's investment strategy. The Treasury Management Department is notified when there are excess funds, and they make the investment. We are invested in pool funds and state mutual funds which currently have good interest rates. We try to keep the cash balance as low as possible to meet our needs. A significant investment was made last year from the Technology Fund in cyber security. Gast noted the visitor economy market is volatile and keeping the General Fund flexible is important. Financially, funds are positive and in good shape.

Stewart asked for a motion to accept the ICVB February 2025 financial reports. On a motion from Board Vice Chair Sam Reed and a second from Board member David Cole, the motion passed unanimously.

#### REVIEW OF HOTEL OCCUPANCY TAX COLLECTIONS

Lauda reviewed the Hotel Occupancy Tax Collections for December 2024:

- Luxury & Full Service:
  - All but two hotels have paid. Both the Doubletree by Hilton DFW Airport North and the Sheraton DFW Airport hotels still are delinquent. There are no updates on collections currently.
  - Category collected \$306,044.93 for the month.
- All Suite / Extended Stay:
  - Element Dallas Las Colinas and Extended Stay America Dallas Las Colinas have not paid for December.

Collected \$119,210.13 for the month.

- Budget Service:
  - Red Roof Inn & Suites Irving DFW South has not paid for December.
  - Collected \$38,875.54 for the month.

- Limited Service:
  - LaQuinta Inn & Suites DFW Airport North is three months behind in payments.
  - Collected \$107,244.24 for the month.
- Short-Term Rentals:
  - There are 26 properties reported in December for \$17,385.41.
  - This category is performing at a steady pace.
- Summary:
  - December collected \$588,760.25. Budgeted \$581,334.00, up over budget 1.3%.
  - YTD up 5.5% over budget.

Lauda presented a Hotel Tax Update from March 19, 2025:

- FY23-2024 all hotels are current with the exception of the Doubletree DFW Airport North and Sheraton Hotel.
- City Hotel Tax Audit received payments from 18 hotels; total ICVB share is \$65,622.23.
- LaQuinta Inn & Suites DFW Airport North delinquent payments were received in January and hotel is now current.
- Wingate Inn by Wyndham DFW Airport North delinquent payment for October was received in January and hotel is current.
- Element Las Colinas, Extended Stay America Las Colinas, and Red Roof Inn & Suites South were delinquent in December but have all paid in January and are current.

#### ACCEPTING THE ICC FINANCIAL REPORT – FEBRUARY 2025

ICC General Manager Tom Meehan reported:

The complete financial report is included in the packet and on the Board portal.

- In February budget is slightly behind from prior year. There were 17 events and 25,592 in attendance.
- Adjusted Gross Income for the year is in line with the prior year.
- Indirect Expenses are higher than last year.

YTD Income Statement:

- Rental Income is ahead of budget.
- Parking, Electrical Services and F&B Concessions and Catering are posting ahead of budget.
- YTD Total Event Income is \$2,941,571 which is in line with last year. The prior year was a record-setting year.
- Adjusted Gross Income is \$3,511,499, which is even with last year.
- Indirect Expenses are higher than the prior year. The building is 15 years old and things need repairs and prices have increased for parts and labor. Staff is reviewing projects and labor for ways to cut costs.

Discussion was held on federal government business that may have been lost due to the recent political activities. Meehan replied ASM Global is reviewing lost business for that impact, but the ICC has not lost any event business thus far due to federal funding cuts. He noted the Oklahoma City Convention Center has had two events cancel. ICVB Director of Sales Matt Tungett noted that there is a trickle-down effect, and some federally funded events have cut programs back and laid off staff. Gast added that some state associations rely on federal funds for their programs.

In response to a question regarding insurance costs, Meehan noted there were no claims to insurance last year. ICC insurance is calculated from number of events and attendees and fluctuates. Board member Anthony Buttafuoco inquired about service expenses. Meehan noted expenses for security, housekeeping, and set up are the cost of doing business and staff is looking at ways to recoup those expenses back from the client and close the gap.

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

- Rental Income is the highest over the last five years.
- Concessions are also the highest over the last five years.
- Catering has gone down slightly from last year.
- Total Event Income is slightly higher than in the last five years.
- Expenses are slightly higher than last year, and higher overall than in the last five years.

Gast noted the 2020 numbers on the report are for the year COVID erupted, but the February report is not showing the devastation yet. The ICC was on pace to be a record year in 2020, but events stopped in March 2020 and will be reflected on next month's report. It was also noted that Catering was setting a record five years ago before COVID, and this year on track for those same numbers.

- The FY2024-25 Forecast is reporting \$97,393 to return to the subsidy CIP Fund at the end of the fiscal year. The building is operating and doing as well as last year, and that number will continue to climb. Surveys are reporting a 94.7% satisfaction rate through the five months. The Committee congratulated Meehan and his incredible staff.

Stewart asked for a motion to accept the February 2025 ICC financial reports. On a motion from Cooperstein and a second from Reed, the motion was unanimously approved.

#### BOARD AGENDA REVIEW

Gast reviewed the March 24, 2025 Board agenda:

- The meeting will be held at the Hotel Indigo Las Colinas.
- ICVB Sales Manager Lori Mansell will receive her 10-year service award.

#### CITY COUNCIL UPDATES

Councilman Al Zapanta reported:

- Planned Unit Development 6. Zapanta thanked Gast, ICVB Board and Greater-Irving Las Colinas Chamber of Commerce for their support in the various meetings. The Council voted as expected with 6:3 in favor of the revised Ordinance for the Rezoning of Planned Unit Development 6 on last night's Council agenda. Zapanta noted he stated at the Council meeting that the vote is for all of Irving, and it is important to understand there is strong opposition but there is also a favorable representation. Stewart noted the conduct of people at the meeting was below standard and not all of Irving is against the item. The Sands Corporation was willing to work with City Council and requested to remove the Casino requirement from the ordinance, which then also removed the concept of a destination resort from the ordinance.
- Other items of note from City Council include the City's bond percentage is holding at 4%, which is good news but not out of the woods as a country. Also moving forward with a Short-Term Rental Ordinance to be finalized next month. The item will consider any one-day rental as a short-term

rental property. Short-term rentals must be registered annually, and violations of city code can lead to fines and penalties. The first infraction will be \$500, second infraction is \$2,000 and the third infraction will be a lien on the property. Data Centers, Comprehensive Plan and Card Clubs are also items being finalized for City Council.

Zapanta noted City Council has instructed their direct reports to work to collaborate and use their areas of expertise to support and inform Council. Stewart expressed appreciation to Zapanta in keeping the Committee informed as there is misinformation being spread. He noted the ICVB Board was working hard to get the right information out to the community. There have been instances where people not from Irving are speaking as though they are representing the whole city. As Ambassadors for the City, it is imperative to be informed and spread the correct information. Zapanta noted that 20-25% of the people who spoke at the City Council meeting were not from Irving. He added there are three studies/surveys that have been collected on the impact and economic horizon for the development. He has asked Gast and Chamber President Beth Bowman to gather information from the studies and present an overall view for moving forward.

Discussion was held on the best way for the Board to counter the one-sided media reports. Zapanta noted the study/survey results report is one way, and being involved in the upcoming elections is another. There will be three new Council members in the next election, and it will set the tone for the next few years. It is important the next Council members should be stakeholders in Irving. It was suggested the City send a press release when the local media outlets issue incorrect and therefore misleading information.

#### BOARD AND BUSINESS COMMITTEE UPDATE

- Cooperstein noted the Committee met and discussed the 2026 sunset of the special Irving hotel tax allocation which has provided extra funding to the Arts in Irving since 2007. The Committee's recommendation will come to the full Board in April, so that it will be available for the Council's May Budget Retreat.

With no further comments nor discussion, Stewart adjourned the meeting at 10:17 a.m.

Respectfully submitted,



Maura Allen Gast, FCDME  
Executive Director



# ICVB FINANCIAL STATEMENTS

For Period Ending  
March 2025

KNIFE ITALIAN

**IRVING**  
CONVENTION &  
VISITORS BUREAU



2201 - ICVB GENERAL  
MONTHLY BALANCE SHEET  
MARCH 2025

**Assets**

Cash and equivalents	128,859.14
Investments	4,956,130.00
Receivables	16,047.50

**Total Assets**

**5,101,036.64**

**Liabilities**

Accounts payables	13,812.30
Unearned revenue	153,694.75
Due to other funds	1,911.69

**Total Liabilities**

**169,418.74**

**Fund Balance (Budgetary basis)**

Reserve for encumbrances	779,692.63
Unreserved	4,151,925.27

**Total Fund Balance**

**4,931,617.90**

**Total Liabilities and Fund Balance**

**5,101,036.64**





**IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND**  
**MONTHLY FINANCIAL REPORT**  
**MARCH 2025**

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
<b>REVENUE</b>							
<b>L3 - HOTEL/MOTEL TAX</b>							
	CURRENT YEAR	753,044.24	2,939,787.14	9,767,787.00	30.1%	0.00	6,827,999.86
	PENALTY AND INTEREST	516.38	5,663.39	0.00	100.0%	0.00	(5,663.39)
	PRIOR YEAR	1,572.48	117,792.71	0.00	100.0%	0.00	(117,792.71)
	SHORT-TERM RENTALS	20,007.60	78,948.68	0.00	100.0%	0.00	(78,948.68)
	<b>TOTAL HOTEL/MOTEL TAX</b>	<b>775,140.70</b>	<b>3,142,191.92</b>	<b>9,767,787.00</b>	<b>32.2%</b>	<b>0.00</b>	<b>6,625,595.08</b>
<b>M1 - CHARGES FOR SERVICES</b>							
	MAJOR EVENTS TRUST FUND RECEIPTS	0.00	62,597.00	10,000.00	626.0%	0.00	(52,597.00)
<b>M4 - INVESTMENT INCOME</b>							
		13,066.37	64,853.31	235,000.00	27.6%	0.00	170,146.69
<b>M5 - MISCELLANEOUS</b>							
		16,047.50	16,134.50	10,000.00	161.3%	0.00	(6,134.50)
<b>TOTAL REVENUE</b>		<b>804,254.57</b>	<b>3,285,776.73</b>	<b>10,022,787.00</b>	<b>32.8%</b>	<b>0.00</b>	<b>6,737,010.27</b>
<b>EXPENDITURES</b>							
<b>N1 - SALARIES</b>							
		226,913.50	1,339,952.34	3,313,639.00	40.4%	0.00	1,973,686.66
<b>N2 - BENEFITS</b>							
		46,435.00	275,746.30	653,408.00	42.2%	0.00	377,661.70
<b>N4 - SUPPLIES</b>							
		7,078.30	33,310.52	66,310.00	50.2%	0.00	32,999.48
<b>O1 - UTILITIES (COMMUNICATIONS)</b>							
		1,609.79	8,851.70	30,136.00	29.4%	0.00	21,284.30
<b>O2 - COST ALLOCATION TO HEALTH SELF INSUR</b>							
		0.00	3,550.00	3,550.00	100.0%	0.00	0.00
<b>O3 - OUTSIDE SERVICES</b>							
	CLOUD BASED SOFTWARE FEES	103,260.40	184,441.51	309,285.00	59.6%	0.00	124,843.49
	FREIGHT	137.04	505.31	4,250.00	11.9%	0.00	3,744.69
	MARKETING AND SALES RESOURCES	3,037.84	8,558.65	45,500.00	18.8%	0.00	36,941.35
	MEDIA ADVERTISING	27,164.35	102,215.51	465,848.46	21.9%	302,340.50	61,292.45
	POSTAGE EQUIPMENT RENTAL	0.00	662.16	2,650.00	25.0%	0.00	1,987.84
	PROFESSIONAL SERVICES	205,173.85	1,064,573.70	2,301,303.00	46.3%	377,104.13	859,625.17
	PROPERTY MANAGEMENT SERVICES	350,000.00	697,998.00	1,395,000.00	50.0%	0.00	697,002.00
	<b>TOTAL OUTSIDE SERVICES</b>	<b>688,773.48</b>	<b>2,058,954.84</b>	<b>4,523,836.46</b>	<b>45.5%</b>	<b>679,444.63</b>	<b>1,785,436.99</b>
<b>O4 - TRAVEL - TRAINING - DUES</b>							
	TRAVEL AND TRAINING	60,328.25	180,585.61	589,714.00	30.6%	41,050.00	368,078.39
	MILEAGE REIMBURSEMENT	19.04	586.04	3,900.00	15.0%	0.00	3,313.96
	MEMBERSHIP AND DUES	4,635.00	35,880.00	73,070.00	49.1%	0.00	37,190.00
	<b>TOTAL TRAVEL - TRAINING - DUES</b>	<b>64,982.29</b>	<b>217,051.65</b>	<b>666,684.00</b>	<b>32.6%</b>	<b>41,050.00</b>	<b>408,582.35</b>
<b>O5 - CLAIMS AND INSURANCE</b>							
		0.00	151,850.00	151,850.00	100.0%	0.00	0.00
<b>O7 - MISCELLANEOUS EXPENSES</b>							
	ADM COST REIMBURSEMENT	31,005.62	125,687.65	390,711.00	32.2%	0.00	265,023.35
	BUSINESS DEV INCENTIVE PROG	55,280.00	251,643.49	480,000.00	52.4%	0.00	228,356.51
	CONVENTION SERVICES MATERIALS	26,600.00	47,633.76	95,750.00	49.7%	38,198.00	9,918.24
	EVENT SPONSORSHIPS	(21,150.00)	61,185.00	257,500.00	23.8%	16,000.00	180,315.00
	LOCAL PROGRAMS-PROMOTIONS	17,873.50	103,740.72	355,250.00	29.2%	5,000.00	246,509.28
	<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>109,609.12</b>	<b>589,890.62</b>	<b>1,579,211.00</b>	<b>37.4%</b>	<b>59,198.00</b>	<b>930,122.38</b>
<b>P5 - TRANSFERS OUT</b>							
	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 GENERAL DS FUND	0.00	90,306.00	90,306.00	100.0%	0.00	0.00
	<b>TOTAL TRANSFERS OUT</b>	<b>0.00</b>	<b>113,445.00</b>	<b>1,394,202.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>1,280,757.00</b>
<b>TOTAL EXPENDITURES</b>		<b>1,145,401.48</b>	<b>4,792,602.97</b>	<b>12,382,826.46</b>	<b>38.7%</b>	<b>779,692.63</b>	<b>6,810,530.86</b>

Beginning Fund Balance	6,438,444.14
Revenues	3,285,776.73
Expenditures	(4,792,602.97)
Ending Fund Balance	4,931,617.90



2204 - ICVB CONV CENTER RESERVE / CIP  
MONTHLY BALANCE SHEET  
MARCH 2025

**Assets**

Cash and equivalents	7,718.52
Investments	4,993,000.00
Receivables	7,931,379.63

**Total Assets** 12,932,098.15

**Liabilities**

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

**Fund Balance (Budgetary basis)**

Reserve for encumbrances	0.00
Unreserved	3,609,857.15
<b>Total Fund Balance</b>	<u><u>3,609,857.15</u></u>

**Total Liabilities and Fund Balance** 12,932,098.15



IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE / CIP FUND  
 MONTHLY FINANCIAL REPORT  
 MARCH 2025

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
<b>REVENUE</b>							
<b>M1 - CHARGES FOR SERVICES</b>							
	LEASE REVENUE	0.00	0.00	147,621.00	0.0%	0.00	147,621.00
<b>M4 - INVESTMENT INCOME</b>							
		16,968.29	96,779.81	85,000.00	113.9%	0.00	(11,779.81)
<b>M5 - MISCELLANEOUS</b>							
		26,295.90	157,775.40	313,333.00	50.4%	0.00	155,557.60
<b>M6 - TRANSFER FROM ICVB GENERAL</b>							
		0.00	0.00	1,280,757.00	0.0%	0.00	1,280,757.00
<b>TOTAL REVENUE</b>		<b>43,264.19</b>	<b>254,555.21</b>	<b>1,826,711.00</b>	<b>13.9%</b>	<b>0.00</b>	<b>1,572,155.79</b>
<b>EXPENDITURES</b>							
<b>N7 - STRUCTURE MAINTENANCE</b>							
		26,295.90	244,392.15	974,000.00	25.1%	0.00	729,607.85
<b>P1 - CAPITAL EXPENDITURES</b>							
		120,738.16	197,948.72	1,000,000.00	19.8%	0.00	802,051.28
<b>TOTAL EXPENDITURES</b>		<b>147,034.06</b>	<b>442,340.87</b>	<b>1,974,000.00</b>	<b>22.4%</b>	<b>0.00</b>	<b>1,531,659.13</b>

Beginning Fund Balance	3,797,642.81
Revenues	254,555.21
Expenditures	(442,340.87)
Ending Fund Balance	<u>3,609,857.15</u>



Irving Convention and Visitors Bureau

Check Register

March 2025

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064566	3/4/2025	<b>AMERICAN COLLEGE OF EMERGENCY PHYSICIANS</b>			<b>1,100.00</b>
		BUSINESS DEV INCENTIVE PROG	INDY CLASS/FEB 2025	1,100.00	
80064567	3/4/2025	<b>AMERICAN COUNCIL FOR CONSTRUCTION EDUCATION, INC</b>			<b>1,945.00</b>
		BUSINESS DEV INCENTIVE PROG	ACCE CONFERENCE/FEB 2025	1,945.00	
80064568	3/4/2025	<b>ASHFORD TRS CORPORATION</b>			<b>3,066.00</b>
		BUSINESS DEV INCENTIVE PROG	FIDELITY NATIONAL FINANCIAL MEETING/JAN 2025	572.00	
		BUSINESS DEV INCENTIVE PROG	IMEG CORP ANNUAL MEETING/FEB 2025	2,024.00	
		BUSINESS DEV INCENTIVE PROG	ATHLETE TRAVEL ECNL GIRLS SOCCER/FEB 2025	470.00	
80064569	3/4/2025	<b>CONFERENCEDIRECT LLC</b>			<b>3,250.00</b>
		MEDIA ADVERTISING	ADVERTISING	3,250.00	
80064570	3/4/2025	<b>CSC HOLDINGS, LLC</b>			<b>2,625.00</b>
		BUSINESS DEV INCENTIVE PROG	NICE AND BELLA/FEB 2025	2,625.00	
80064571	3/4/2025	<b>CUTTS, SUSAN</b>			<b>1,179.00</b>
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - FEB 03 - 14, 2025	1,179.00	
80064572	3/4/2025	<b>ECHO COVE ENTERPRISES, LLC</b>			<b>13,715.25</b>
		CONVENTION SERVICES MATERIALS	NAME BADGE HOLDERS	13,715.25	
80064573	3/4/2025	<b>FEDERAL EXPRESS CORPORATION</b>			<b>15.23</b>
		FREIGHT	SHIPPING	7.24	
		FREIGHT	SHIPPING	7.99	
80064574	3/4/2025	<b>FISHER, BREAHN</b>			<b>75.00</b>
		COMMUNICATIONS	JAN 2025 - CELL	75.00	
80064575	3/4/2025	<b>GROVES, DONNA</b>			<b>65.00</b>
		COMMUNICATIONS	JAN 2025 - CELL	65.00	
80064576	3/4/2025	<b>HCD DALLAS CORPORATION</b>			<b>2,559.00</b>
		BUSINESS DEV INCENTIVE PROG	COMBINED AGENTS OF AMERICA/FEB 2025	1,105.00	
		BUSINESS DEV INCENTIVE PROG	SUNDEK 41ST ANNUAL CONVENTION/FEB 2025	1,055.00	
		BUSINESS DEV INCENTIVE PROG	AVANTAX APP PIT STOP/FEB 2025	399.00	
80064577	3/4/2025	<b>HOPKINS, CHERYL</b>			<b>101.30</b>
		COMMUNICATIONS	JAN 2025 - CELL / MILEAGE / MISC	75.00	
		MILEAGE REIMBURSEMENT	JAN 2025 - CELL / MILEAGE / MISC	6.30	
		LOCAL PROGRAMS-PROMOTIONS	JAN 2025 - CELL / MILEAGE / MISC	20.00	
80064578	3/4/2025	<b>IMAGO MEDIA, INC.</b>			<b>1,000.00</b>
		MEDIA ADVERTISING	ADVERTISING	1,000.00	
80064579	3/4/2025	<b>JOHN A. GROH</b>			<b>230.68</b>
		LOCAL PROGRAMS-PROMOTIONS	SPEAKER EXPENSES-IRVING CVB BOARD COMM MTG	230.68	
80064580	3/4/2025	<b>MANSOUR, KAYLA</b>			<b>75.00</b>
		COMMUNICATIONS	JAN 2025 - CELL	75.00	
80064581	3/4/2025	<b>NATIONAL ASSOC. OF SPORTS COMMISSIONS</b>			<b>1,195.00</b>
		MEMBERSHIPS, CERTS, & LICENSES	2025 MEMBERSHIP DUES/MATT TUNGETT	1,195.00	
80064582	3/4/2025	<b>PFAFF, DIANA</b>			<b>300.00</b>
		COMMUNICATIONS	JAN 2025 - CELL	75.00	
		COMMUNICATIONS	NOV 2024 - CELL	75.00	
		COMMUNICATIONS	OCT 2024 - CELL	75.00	
		COMMUNICATIONS	DEC 2024 - CELL	75.00	



Irving Convention and Visitors Bureau

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Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064583	3/4/2025	<b>ROCKFORD AREA CONVENTION AND VISITORS BUREAU</b>			468.33
		LOCAL PROGRAMS-PROMOTIONS	SPEAKER EXPENSES-IRVING CVB BOARD COMM MTG	468.33	
80064584	3/4/2025	<b>ROSE, SUSAN</b>			160.40
		TRAVEL AND TRAINING	TACVB WINTER CONFERENCE 2025	160.40	
80064585	3/4/2025	<b>SIRMEN, LORI</b>			75.00
		COMMUNICATIONS	JAN 2025 - CELL	75.00	
80064586	3/4/2025	<b>SMG</b>			910.00
		BUSINESS DEV INCENTIVE PROG	TEXSOM INTERNATIONAL WINE AWARDS/FEB 2025	910.00	
80064587	3/4/2025	<b>SOUTHERN STAR LAS COLINAS, LP</b>			232.00
		BUSINESS DEV INCENTIVE PROG	LEAD4WARD REVIEW CONFERENCE/FEB 2025	232.00	
80064588	3/4/2025	<b>THE RITZ-CARLTON HOTEL COMPANY, L.L.C.</b>			6,795.00
		BUSINESS DEV INCENTIVE PROG	JOHN DEERE CEO SUMMIT/FEB 2025	2,715.00	
		BUSINESS DEV INCENTIVE PROG	PRIME THERAPEUTICS SALES READINESS/JAN 2025	3,040.00	
		BUSINESS DEV INCENTIVE PROG	MARCUS EVANS/EMPL BENEFITS SUMMIT/FEB 2025	1,040.00	
80064589	3/11/2025	<b>AJR MEDIA GROUP</b>			1,795.00
		MEDIA ADVERTISING	ADVERTISING	1,795.00	
80064590	3/11/2025	<b>AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC</b>			52,406.14
		ACCOUNTS PAYABLE	FEB 2025 - RECEIPTS	52,406.14	
80064591	3/11/2025	<b>CLARITY OF PLACE INC</b>			8,500.00
		PROFESSIONAL SERVICES	ECONOMIC DEVELOPMENT IMPACT ASSESSMENT	8,500.00	
80064592	3/11/2025	<b>CRISIS MINISTRIES</b>			50.00
		LOCAL PROGRAMS-PROMOTIONS	MEMORIAL DONATION - BECA DELOACH	50.00	
80064593	3/11/2025	<b>CUTTS, SUSAN</b>			1,125.00
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - FEB 17 - 28 , 2025	1,125.00	
80064594	3/11/2025	<b>IMAGO MEDIA, INC.</b>			321.50
		MEDIA ADVERTISING	ADVERTISING	321.50	
80064595	3/11/2025	<b>IRVING CARES INC</b>			100.00
		LOCAL PROGRAMS-PROMOTIONS	MEMORIAL DONATION - JAMES CASSELS	100.00	
80064596	3/11/2025	<b>IRVING HERITAGE SOCIETY</b>			250.00
		MEMBERSHIPS, CERTS, & LICENSES	MEMBERSHIP DUES 2024-2025	250.00	
80064597	3/11/2025	<b>IRVING HERITAGE SOCIETY</b>			50.00
		LOCAL PROGRAMS-PROMOTIONS	MEMORIAL DONATION - SHIRLEY DOBSON	50.00	
80064598	3/11/2025	<b>MANUSAMA, DEBORA CHRISTY</b>			3,030.00
		PROFESSIONAL SERVICES	DIGITAL CONTENT SPECIALIST - FEB 2025	3,030.00	
80064599	3/11/2025	<b>PPG ENTERPRISES, INC.</b>			26,600.00
		CONVENTION SERVICES MATERIALS	ISLANDER SOFTY GEL CLASSIC PENS W/STYLUS	26,600.00	
80064600	3/11/2025	<b>QUAD CITIES CONVENTION &amp; VISITORS BUREAU</b>			1,058.89
		LOCAL PROGRAMS-PROMOTIONS	SPEAKER EXPENSES - IRVING CVB BOARD MTG	1,058.89	
80064601	3/11/2025	<b>SAGACITY MEDIA INC</b>			4,300.00
		MEDIA ADVERTISING	ADVERTISING	4,300.00	
80064602	3/11/2025	<b>SMG</b>			120,738.16
		BUILDINGS	FIRE PANEL UPGRADE	46,399.16	
		BUILDINGS	BOH FLOOR REPAIR & FINISH	74,339.00	
80064603	3/11/2025	<b>SPORTS CLUB LC OWNER LLC</b>			1,300.00
		MEMBERSHIPS, CERTS, & LICENSES	MARCH 2025	1,300.00	



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Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80064604	3/11/2025	TEXAS MONTHLY LLC MEDIA ADVERTISING	ADVERTISING	3,417.00	3,417.00
80064605	3/11/2025	TRADE PRESS MEDIA GROUP, INC MEDIA ADVERTISING	ADVERTISING	3,000.00	8,500.00
		MEDIA ADVERTISING	ADVERTISING	5,500.00	
80064606	3/11/2025	YDRINK LLC SUBSCRIPTIONS-PUBLICATIONS	YDRINK ANNUAL SUBSCRIPTION 2025	349.00	349.00
80064607	3/17/2025	ASHFORD TRS CORPORATION BUSINESS DEV INCENTIVE PROG	CFO WEST FOOTBALL OFFICIATING CAMP/FEB 2025	1,930.00	1,930.00
80064608	3/17/2025	BOYER JAUDES, CAROL COMMUNICATIONS	JAN 2025 - CELL	75.00	75.00
80064609	3/17/2025	FEDERAL EXPRESS CORPORATION FREIGHT	SHIPPING	28.44	99.74
		FREIGHT	SHIPPING	46.78	
		FREIGHT	SHIPPING	24.52	
80064610	3/17/2025	HANS JOHNSEN COMPANY BUSINESS DEV INCENTIVE PROG	SECURITY HARDWARE MEETING/MAR 2025	890.00	890.00
80064611	3/17/2025	HCD DALLAS CORPORATION BUSINESS DEV INCENTIVE PROG	CERTAINTTEED PROGRAM/FEB 2025	2,404.00	2,404.00
80064612	3/17/2025	IRVING - LAS COLINAS ROTARY CLUB MEMBERSHIPS, CERTS, & LICENSES	FEBRUARY 2025	40.00	40.00
80064613	3/17/2025	LEVINE, KATHY COMMUNICATIONS	JAN 2025 - CELL	65.44	65.44
80064614	3/17/2025	MEGA CLINICS LLC BUSINESS DEV INCENTIVE PROG	FRANK GLAZIER FOOTBALL CLINIC/FEB 2025	1,360.00	1,360.00
80064615	3/17/2025	PROVIDENT RESOURCES GROUP, INC BUSINESS DEV INCENTIVE PROG	AMN SALES SUMMIT/FEB 2025	1,256.00	1,256.00
80064616	3/17/2025	SAM REED JR. TRAVEL AND TRAINING	BOARD LEADERSHIP FOR DESTINATIONS SYMPOSIUM	171.24	171.24
80064617	3/17/2025	SMG CLOUD BASED SOFTWARE SUB FEES	INSIGHT- PALO ALTO NETWORKS (3 YEARS) SUBSCRIPTION	105,581.46	139,983.98
		LOCAL PROGRAMS-PROMOTIONS	CATERING	8,106.62	
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - MAR 2025	26,295.90	
80064618	3/17/2025	SMG PROPERTY MANAGEMENT SERVICES	SUBSIDY	350,000.00	350,000.00
80064619	3/17/2025	SOTO, MONICA MILEAGE REIMBURSEMENT	JAN 2025 - CELL / MILEAGE	9.66	59.66
		COMMUNICATIONS	JAN 2025 - CELL / MILEAGE	25.00	
		COMMUNICATIONS	FEB 2025 - CELL	25.00	
80064620	3/17/2025	STAPLES INC OFFICE SUPPLIES	OFFICE SUPPLIES	219.68	390.22
		OFFICE SUPPLIES	OFFICE SUPPLIES	129.58	
		OFFICE SUPPLIES	OFFICE SUPPLIES	40.96	



Irving Convention and Visitors Bureau

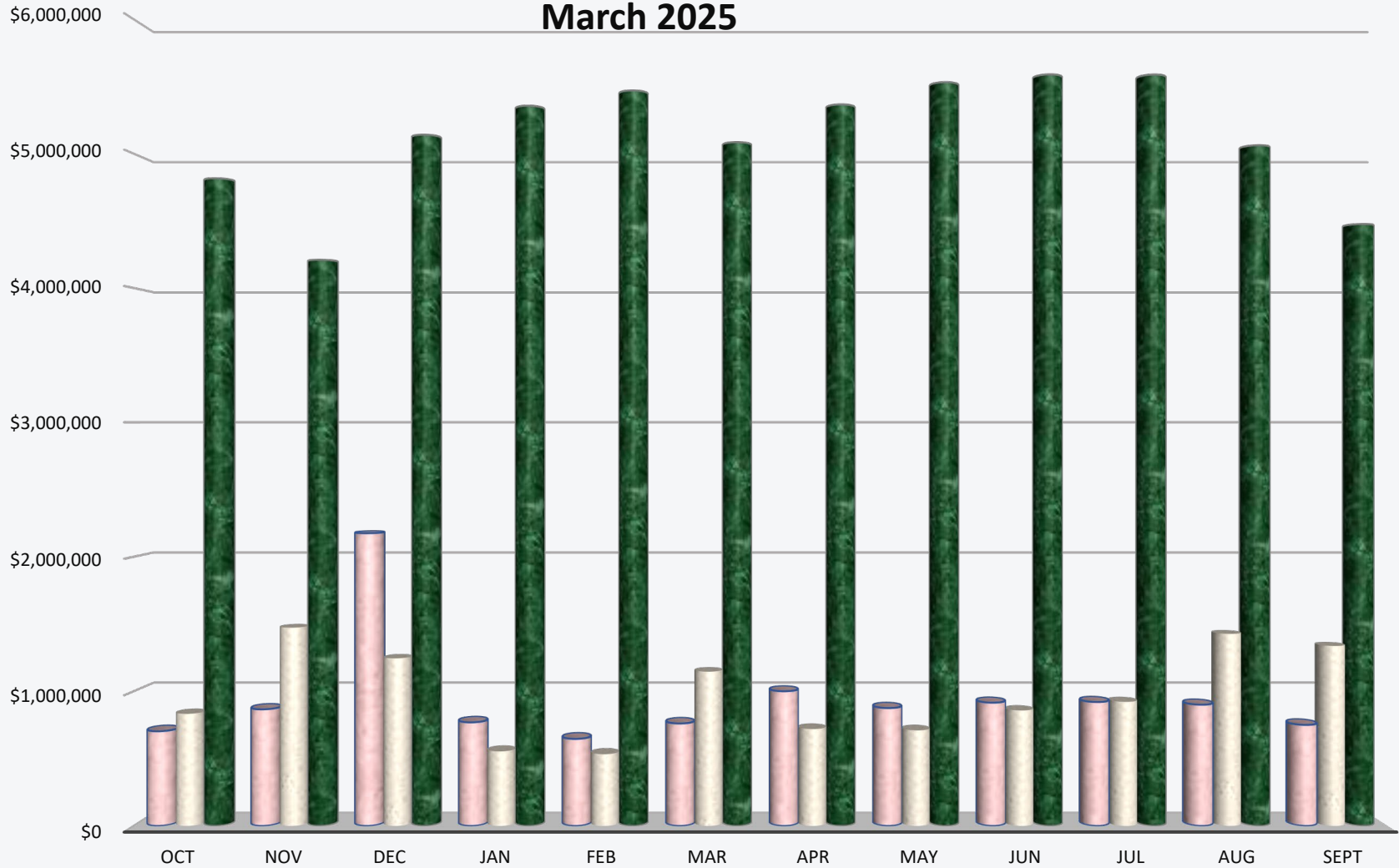
Check Register

March 2025

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
<b>80064621</b>	<b>3/17/2025</b>	<b>THE RITZ-CARLTON HOTEL COMPANY, L.L.C.</b>			<b>8,232.00</b>
		BUSINESS DEV INCENTIVE PROG	NATIONAL SYSTEMS CONTRACTORS ASSN/FEB 2025	5,232.00	
		BUSINESS DEV INCENTIVE PROG	CONSERO GENERAL COUNCIL FORUM/MAR 2025	1,945.00	
		BUSINESS DEV INCENTIVE PROG	MARCUS EVANS/AMERICAPACK-PHARMAPACK/FEB 2025	1,055.00	
<b>80064622</b>	<b>3/25/2025</b>	<b>CUTTS, SUSAN</b>			<b>1,251.00</b>
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - MAR 03 - 14, 2025	1,251.00	
<b>80064623</b>	<b>3/25/2025</b>	<b>LAUDA, MARIANNE</b>			<b>150.00</b>
		COMMUNICATIONS	JAN 2025 - CELL	75.00	
		COMMUNICATIONS	DEC 2024 - CELL	75.00	
<b>80064624</b>	<b>3/25/2025</b>	<b>MANUSAMA, DEBORA CHRISTY</b>			<b>4,000.00</b>
		PROFESSIONAL SERVICES	VIDEO SHOOT 3/18/2025	4,000.00	
		Total Number of Invoices	84	<b>787,386.16</b>	
		Total Number of Checks	59		<b>787,386.16</b>



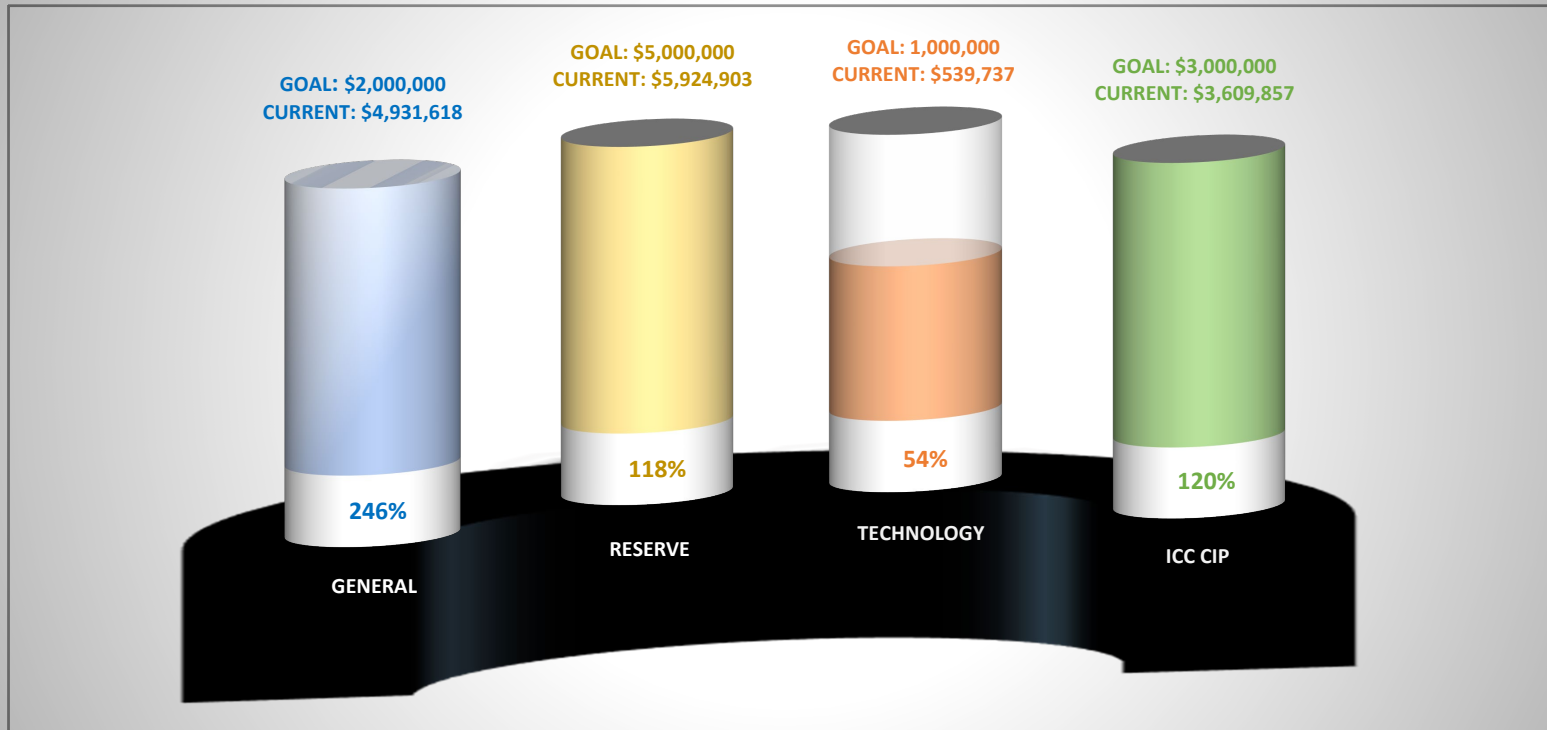
# Irving Convention and Visitors Bureau FY25 Cash Flow March 2025



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT
REVENUE	\$702,747	\$865,656	\$2,174,788	\$769,019	\$646,186	\$760,539	\$1,000,000	\$875,000	\$915,000	\$920,000	\$900,000	\$750,000
EXPENSES	\$832,015	\$1,472,100	\$1,244,310	\$553,222	\$532,584	\$1,145,237	\$719,332	\$709,309	\$857,146	\$921,183	\$1,425,847	\$1,336,222
ENDING CASH	\$4,816,253	\$4,209,809	\$5,140,287	\$5,356,084	\$5,469,686	\$5,084,989	\$5,365,657	\$5,531,348	\$5,589,202	\$5,588,019	\$5,062,172	\$4,475,950



## FUND BALANCES MARCH 2025





# ICVB HOTEL OCCUPANCY TAX COLLECTIONS

For Period Ending  
January 2025

**IRVING**  
CONVENTION &  
VISITORS BUREAU

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

<b>LUXURY &amp; FULL SERVICE</b>		<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>
1	Atrium Hotel and Suites DFW Airport	18,684.36	17,411.32	18,784.15	19,606.63
2	Dallas Marriott Hotel Las Colinas	67,041.62	50,107.23	34,812.40	51,987.15
3	DFW Airport Marriott	60,122.08	46,349.46	39,823.27	57,910.05
4	<b><i>Doubletree by Hilton DFW Airport North</i></b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5	<b><i>Embassy Suites DFW Airport South</i></b>	<b>26,367.22</b>	<b>25,665.77</b>	<b>3,108.70</b>	<b>0.00</b>
6	Embassy Suites by Hilton Dallas Las Colinas	23,085.10	19,051.34	12,935.07	19,145.34
7	Hilton Garden Inn DFW Airport South	14,787.26	11,433.59	8,740.70	10,989.44
8	Hilton Garden Inn Las Colinas	17,856.65	14,715.66	9,995.11	13,639.67
9	Holiday Inn Irving Las Colinas	10,980.57	7,975.00	5,984.41	7,308.12
10	Hotel Indigo Las Colinas	0.00	4,742.53	7,882.48	12,273.79
11	NYLO Las Colinas Tapestry Collection	20,646.62	15,089.43	12,083.67	16,056.13
12	Omni Las Colinas Hotel	49,583.99	39,614.36	35,241.58	48,675.23
13	<b><i>Sheraton DFW Airport Hotel</i></b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
14	Texican Court	23,998.80	16,452.16	11,847.34	15,914.32
15	The Ritz-Carlton Dallas, Las Colinas	101,325.14	86,785.49	64,123.35	66,243.08
16	Westin DFW Airport	58,254.21	43,090.72	35,138.09	51,475.96
17	Wyndham DFW Airport Hotel	11,209.02	8,192.23	5,544.61	8,013.12
<b>TOTAL LUXURY &amp; FULL SERVICE</b>		<b>503,942.64</b>	<b>406,676.29</b>	<b>306,044.93</b>	<b>399,238.03</b>

18	Westin Irving Convention Center Las Colinas	67,703.68	49,164.88	40,142.22	51,869.21
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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.



<b>ALL SUITE / EXTENDED STAY</b>		<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>
1	Candlewood Suites DFW Airport North	6,910.37	5,605.16	5,193.10	5,183.14
2	Comfort Suites DFW Airport North	3,353.96	2,990.01	2,437.30	2,600.30
3	Country Inn & Suites by Carlson DFW Airport South	4,175.84	3,926.70	3,652.20	3,533.97
4	Element Dallas Las Colinas	19,107.67	14,604.33	12,615.04	15,334.99
5	Element DFW Airport North	10,780.82	9,517.08	7,920.41	9,939.04
6	Extended Stay America Dallas DFW Airport North	3,229.75	819.72	3,123.62	1,974.26
<b>7</b>	<b><i>Extended Stay America Dallas Las Colinas</i></b>	<b>1,950.60</b>	<b>1,659.20</b>	<b>708.15</b>	<b>0.00</b>
8	Extended Stay Deluxe Green Park	1,817.11	950.09	1,336.48	1,502.87
9	Extended Stay Deluxe Las Colinas	1,103.71	1,414.28	785.01	1,155.98
10	Hawthorne Suites Irving DFW Airport South	1,927.40	1,480.18	1,569.57	1,812.05
11	Holiday Inn Express Hotel & Suites DFW Airport North	13,759.40	12,516.82	12,367.82	12,105.24
12	Holiday Inn Express Hotel & Suites DFW Airport South	6,563.97	5,945.76	5,054.97	8,331.81
13	Holiday Inn Express Hotel & Suites Irving Las Colinas	10,810.35	7,549.29	4,960.05	6,985.72
14	Home Towne Studios Dallas Irving	1,301.77	1,467.61	1,257.16	1,464.41
15	Homewood Suites by Hilton DFW Airport North	6,926.60	5,995.03	6,344.55	6,742.55
16	Homewood Suites by Hilton Las Colinas	12,338.06	9,121.17	7,140.64	8,599.60
17	Hyatt House Dallas Las Colinas	10,007.81	7,923.65	7,046.97	6,765.33
18	Quality Suites Las Colinas	1,317.81	1,142.57	815.78	1,044.72
19	Residence Inn Dallas DFW Airport North Irving	6,775.91	5,940.81	4,435.40	6,053.03
20	Residence Inn Dallas Las Colinas	10,518.24	9,213.76	6,999.85	8,128.10
21	Soka Suites Dallas Las Colinas	8,701.08	6,859.41	8,032.59	7,739.82
<b>22</b>	<b><i>Sonesta ES Suites Dallas Las Colinas</i></b>	<b>5,274.70</b>	<b>4,050.25</b>	<b>3,100.65</b>	<b>0.00</b>
23	Sonesta Simply Suites Dallas Las Colinas	2,571.62	1,822.65	1,726.83	1,098.42
24	Springhill Suites Dallas DFW Airport East Las Colinas	10,171.65	7,882.38	6,362.32	8,348.51
25	Staybridge Suites DFW Airport North	6,297.25	5,960.15	4,917.76	6,427.23
26	TownePlace Suites Dallas DFW Airport North Irving	8,707.17	6,710.48	6,543.12	9,031.66
27	TownePlace Suites Dallas Las Colinas	6,954.97	7,266.33	4,389.41	5,849.44
28	Woodspring Suites Signature	2,018.27	2,126.18	1,696.57	1,223.01
<b>TOTAL ALL SUITE / EXTENDED STAY</b>		<b>185,373.86</b>	<b>152,461.05</b>	<b>132,533.32</b>	<b>148,975.20</b>

BUDGET SERVICE		OCT 2024	NOV 2024	DEC 2024	JAN 2025
1	Arya Inn & Suites	599.74	733.21	527.24	618.72
2	Budget Inn & Suites	20.36	24.88	20.82	38.16
<b>3</b>	<b><i>Budget Suites of America Las Colinas</i></b>	<b>1,129.41</b>	<b>293.70</b>	<b>1,529.36</b>	<b>0.00</b>
4	Clarion Inn & Suites	2,121.00	2,108.79	1,916.80	2,009.08
5	Crossroads Hotel & Suites	1,089.97	1,155.30	1,196.29	924.52
6	Days Inn	5,506.92	4,859.73	4,285.22	4,084.19
7	Days Inn DFW Airport North	2,992.87	2,632.66	2,403.81	3,017.05
8	Delux Inn	870.58	765.73	557.02	732.67
9	Delux Suites Motel	133.58	76.58	107.19	178.06
10	Gateway Inn	427.27	378.57	338.55	276.85
11	Magnuson Extended Stay & Suites Airport Hotel	1,220.53	1,050.38	1,310.98	831.20
12	Motel 6 Dallas DFW South	1,879.61	1,907.12	1,611.12	1,484.47
13	Motel 6 Dallas Irving	2,860.74	2,947.25	2,587.74	2,311.09
14	Motel 6 DFW North	3,417.80	3,131.66	3,367.43	3,517.76
15	Motel 6/Budget Inn Irving Loop 12	1,135.65	859.84	1,044.54	898.17
16	OYO Hotel DFW Airport North	2,432.38	1,725.59	2,128.65	2,245.12
17	OYO Hotel DFW Airport South	2,488.34	2,278.19	2,345.31	2,097.80
18	Quality Inn & Suites DFW Airport South	3,506.70	2,906.52	3,009.01	2,925.22
19	Red Roof Inn & Suites Irving DFW South	2,627.69	2,407.70	1,819.51	2,200.97
20	Red Roof Inn Dallas DFW Airport North	3,964.82	3,463.33	2,912.33	3,208.77
21	Studio 6 / Motel 6 DFW Airport East	2,470.84	2,416.32	1,874.58	1,695.51
22	Super 8 Hotel DFW South	2,153.50	2,243.95	2,112.72	2,001.06
23	Super 8 Motel DFW North	2,536.71	2,033.32	1,712.65	1,940.24
<b>TOTAL BUDGET SERVICE</b>		<b>47,587.01</b>	<b>42,400.32</b>	<b>40,718.87</b>	<b>39,236.68</b>

<b>LIMITED SERVICE</b>		<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>
1	aLoft Las Colinas	15,493.57	11,396.77	8,623.88	11,530.60
2	Best Western Plus DFW Airport Suites North	4,730.19	3,818.68	3,515.02	4,184.71
3	Comfort Inn & Suites Irving Las Colinas DFW	5,332.22	4,394.77	3,922.30	3,847.68
4	Courtyard Dallas DFW Airport North Irving	14,687.33	7,319.20	6,360.25	7,688.89
5	Courtyard Dallas DFW Airport South Irving	10,653.83	8,412.14	6,247.03	8,188.61
6	Courtyard Dallas Las Colinas	13,715.01	8,928.44	6,993.83	10,243.00
7	Fairfield Inn & Suites Dallas DFW Airport South Irving	9,205.51	7,843.92	7,056.35	7,480.25
8	Fairfield Inn & Suites Dallas Las Colinas	5,547.15	4,323.81	3,661.33	4,834.85
9	Fairfield Inn Dallas DFW Airport North Irving	9,537.17	6,930.55	6,863.79	8,944.84
10	Hampton Inn Dallas Irving Las Colinas	10,664.34	8,659.53	6,240.90	8,199.16
11	Home2 Suites by Hilton DFW Airport North	10,937.31	8,630.83	9,054.67	9,386.89
12	Home2 Suites by Hilton DFW Airport South Irving	8,631.90	7,076.40	5,856.62	7,185.46
13	Hyatt Place Dallas Las Colinas	9,877.14	8,031.52	5,796.16	6,997.59
14	La Quinta Inn & Suites DFW Airport North	7,350.75	6,093.63	6,397.00	6,861.84
15	La Quinta Inn & Suites DFW Airport South	7,757.26	7,545.20	6,613.03	7,645.29
16	La Quinta Inn Hotel & Suites Las Colinas	4,852.36	4,207.85	3,017.55	3,161.18
17	Quality Inn & Suites DFW Airport	6,357.07	5,588.35	5,041.51	5,642.00
18	Residence Inn Dallas DFW Airport South Irving	10,395.76	9,589.24	8,069.51	8,576.23
<b>19</b>	<b><i>Wingate Inn by Wyndham DFW Airport North</i></b>	<b>0.00</b>	<b>4,435.37</b>	<b>4,310.51</b>	<b>0.00</b>
<b>TOTAL LIMITED SERVICE</b>		<b>165,725.87</b>	<b>133,226.20</b>	<b>113,641.24</b>	<b>130,599.07</b>

<b>TOTAL SHORT TERM RENTALS</b>		<b>22,617.09</b>	<b>18,938.58</b>	<b>17,385.41</b>	<b>20,007.61</b>
Number of locations		34	30	26	21



<b>SUMMARY</b>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>
<b>ACTUAL GRAND TOTAL</b>	<b>925,246.47</b>	<b>753,702.44</b>	<b>610,323.77</b>	<b>738,056.59</b>
<b>BUDGET</b>	<b>838,299.00</b>	<b>716,373.00</b>	<b>581,334.00</b>	<b>725,922.00</b>
<b>DIFFERENCE</b>	<b>86,947.47</b> <b>10.4%</b>	<b>37,329.44</b> <b>5.2%</b>	<b>28,989.77</b> <b>5.0%</b>	<b>12,134.59</b> <b>1.7%</b>
<b>CUMULATIVE YEAR TO DATE</b>				
<b>ACTUAL</b>	<b>925,246.47</b>	<b>1,678,948.91</b>	<b>2,289,272.68</b>	<b>3,027,329.27</b>
<b>BUDGET</b>	<b>838,299.00</b>	<b>1,554,672.00</b>	<b>2,136,006.00</b>	<b>2,861,928.00</b>
<b>DIFFERENCE</b>	<b>86,947.47</b> <b>10.4%</b>	<b>124,276.91</b> <b>8.0%</b>	<b>153,266.68</b> <b>7.2%</b>	<b>165,401.27</b> <b>5.8%</b>
<b>COLLECTED PRIOR YEAR</b>	<b>880,089.60</b>	<b>680,363.11</b>	<b>576,978.62</b>	<b>712,771.00</b>

The background image shows the exterior of the Irving Convention Center. The building features a prominent, large, triangular glass facade that reflects the sky. The upper portion of the building is clad in a textured, metallic-looking material. In the foreground, a large, rectangular fountain with several water jets is visible. The sky is a clear, light blue, suggesting a bright day.

# IRVING CONVENTION CENTER

FINANCIAL STATEMENTS

For Period Ending

March 2025

IRVING CONVENTION CENTER

MONTHLY FINANCIAL REPORTS

PERIOD ENDING

MARCH 31, 2025

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	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Event Income</b>													
<b>Direct Event Income</b>													
Rental Income	181,135	119,208	68,450	161,850	238,908	291,649	213,750	235,250	162,500	94,625	230,125	124,500	2,121,950
Service Income	180,247	68,849	36,607	51,387	187,535	105,773	22,200	19,500	12,250	7,750	20,500	8,000	720,598
Service Expenses	(289,774)	(158,995)	(108,936)	(169,284)	(265,117)	(210,256)	(119,960)	(89,970)	(59,980)	(53,982)	(65,978)	(41,986)	(1,634,218)
<b>Total Direct Event Income</b>	<b>71,608</b>	<b>29,062</b>	<b>(3,879)</b>	<b>43,953</b>	<b>161,326</b>	<b>187,166</b>	<b>115,990</b>	<b>164,780</b>	<b>114,770</b>	<b>48,393</b>	<b>184,647</b>	<b>90,514</b>	<b>1,208,330</b>
<b>Ancillary Income</b>													
F & B Concessions	29,302	52,510	3,330	20,679	48,524	13,537	12,250	43,250	15,000	1,000	13,250	9,000	261,631
F & B Catering	908,673	249,629	114,488	396,722	420,891	358,998	493,222	789,032	288,040	221,920	338,960	250,800	4,831,374
Parking: Self Parking	69,906	75,752	24,975	7,061	112,685	52,800	25,338	48,075	9,840	2,870	33,415	11,890	474,606
Electrical Services	41,180	7,530	6,425	4,200	17,700	48,705	5,015	15,000	8,500	4,000	1,500	15,000	174,755
Audio Visual	(1,228)	(739)	-	-	(367)	(1,222)	-	-	-	-	-	-	(3,556)
Internet Services	11,696	4,992	3,312	3,729	5,939	4,525	2,700	10,100	2,000	1,350	2,000	1,000	53,343
<b>Total Ancillary Income</b>	<b>1,059,528</b>	<b>389,674</b>	<b>152,530</b>	<b>432,391</b>	<b>605,372</b>	<b>477,343</b>	<b>538,525</b>	<b>905,457</b>	<b>323,380</b>	<b>231,140</b>	<b>389,125</b>	<b>287,690</b>	<b>5,792,154</b>
<b>Total Event Income</b>	<b>1,131,136</b>	<b>418,736</b>	<b>148,651</b>	<b>476,344</b>	<b>766,698</b>	<b>664,509</b>	<b>654,515</b>	<b>1,070,237</b>	<b>438,150</b>	<b>279,533</b>	<b>573,772</b>	<b>378,204</b>	<b>7,000,485</b>
<b>Other Operating Income</b>	<b>242,197</b>	<b>128,149</b>	<b>45,952</b>	<b>69,949</b>	<b>83,681</b>	<b>123,710</b>	<b>138,917</b>	<b>138,917</b>	<b>138,917</b>	<b>138,917</b>	<b>138,917</b>	<b>139,775</b>	<b>1,527,997</b>
<b>ICVB Operating Subsidy</b>			<b>348,000</b>			<b>350,000</b>			<b>348,750</b>			<b>348,250</b>	<b>1,395,000</b>
<b>Adjusted Gross Income</b>	<b>1,373,333</b>	<b>546,885</b>	<b>542,603</b>	<b>546,293</b>	<b>850,379</b>	<b>1,138,220</b>	<b>793,432</b>	<b>1,209,154</b>	<b>925,817</b>	<b>418,450</b>	<b>712,689</b>	<b>866,229</b>	<b>9,923,485</b>
<b>Operating Expenses</b>													
Employee Salaries and Wages	297,938	302,167	306,000	316,848	277,360	290,759	320,734	320,734	320,734	320,734	320,734	350,304	3,745,046
Benefits	68,812	58,381	73,955	83,330	69,655	72,204	79,497	79,497	79,497	79,497	79,497	80,787	904,610
Less: Event Labor Allocations	(76,453)	(58,879)	(37,201)	(61,812)	(72,957)	(57,125)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(714,425)
<b>Net Employee Wages and Benefits</b>	<b>290,297</b>	<b>301,671</b>	<b>342,754</b>	<b>338,366</b>	<b>274,058</b>	<b>305,838</b>	<b>341,898</b>	<b>341,898</b>	<b>341,898</b>	<b>341,898</b>	<b>341,898</b>	<b>372,758</b>	<b>3,935,230</b>
Contracted Services	93,211	86,608	87,265	88,415	84,963	88,320	90,420	90,420	90,420	90,420	90,420	92,348	1,073,231
General and Administrative Operations	65,460	62,543	67,288	90,720	126,588	77,049	74,629	76,971	76,971	76,971	76,941	329,514	1,201,645
Operations	51,268	30,766	27,585	43,944	41,779	35,253	53,583	53,691	53,691	58,191	53,691	56,923	560,366
Repair & Maintenance	91,317	73,695	85,022	76,537	114,345	65,829	70,292	70,292	70,292	77,573	80,292	108,442	983,927
Supplies	14,679	7,301	17,451	13,981	16,397	17,088	21,875	22,125	22,325	22,366	22,375	130,248	328,210
Insurance	19,511	19,511	(16,593)	19,511	24,567	19,511	19,986	19,511	19,511	22,108	19,511	119,511	306,156
Utilities	59,946	52,425	50,171	57,880	53,573	51,327	57,042	57,042	57,042	57,042	57,042	78,096	688,628
Other	883	2,005	1,220	1,796	1,323	1,029	1,042	1,042	1,042	1,042	1,042	3,483	16,949
SMG Management Fees	93,491	51,749	37,151	62,733	65,709	58,228	64,053	91,284	47,589	40,795	51,568	43,951	708,302
<b>Total Operating Expenses</b>	<b>780,063</b>	<b>688,274</b>	<b>699,316</b>	<b>793,883</b>	<b>803,302</b>	<b>719,473</b>	<b>794,820</b>	<b>824,276</b>	<b>780,781</b>	<b>788,406</b>	<b>794,780</b>	<b>1,335,274</b>	<b>9,802,646</b>
<b>Net Income (Loss) From Operations</b>	<b>593,270</b>	<b>(141,389)</b>	<b>(156,713)</b>	<b>(247,590)</b>	<b>47,077</b>	<b>418,747</b>	<b>(1,388)</b>	<b>384,878</b>	<b>145,036</b>	<b>(369,956)</b>	<b>(82,091)</b>	<b>(469,045)</b>	<b>120,837</b>

ASM - Irving Convention Center  
Financial Statement Monthly & YTD Highlights  
For the Month Ending March 31, 2025

	Current Month	PY Current Month	YTD Actual	Prior YTD Actual
Attendance	29,741	16,690	115,747	112,719
Events	16	18	91	85
Event Days	37	42	204	201
Direct Event Income	187,166	164,696	489,238	416,297
Ancillary Income	477,343	236,470	3,116,834	2,920,419
Total Event Income	664,509	401,166	3,606,072	3,336,716
Other Operating Income	123,710	93,524	693,639	742,220
Adjusted Gross Income	788,219	494,690	4,299,711	4,078,936
Indirect Expenses	(719,473)	(606,962)	(4,484,313)	(3,958,450)
Net Income (Loss) From Operations	68,746	(112,272)	(184,602)	120,486

ASM - Irving Convention Center  
Balance Sheet  
March 31, 2025

**ASSETS**

**Current Assets**

Cash	\$	3,168,295	
Accounts Receivable		596,267	
Prepaid Assets		251,730	
Inventory		87,492	
		<hr/>	
Total Current Assets			4,103,784

**Total Assets** **\$ 4,103,784**

**LIABILITIES AND EQUITY**

**Current Liabilities**

Accounts Payable	\$	996,404	
Accrued Expenses		131,975	
Deferred Income		0	
Advance Ticket Sales/Deposits		2,462,005	
Other Current Liabilities		0	
		<hr/>	
Total Current Liabilities			3,590,384

**Long-Term Liabilities**

Long Term Liabilities		0	
		<hr/>	
Total Long-Term Liabilities			0

Total Liabilities 3,590,384

**Equity**

Net Funds Received		17,135,873	
Retained Earnings		(16,437,874)	
Net Income (Loss)		(184,599)	
		<hr/>	
Total Equity			513,400

**Total Liabilities & Equity** **\$ 4,103,784**

ASM - Irving Convention Center  
Income Statement  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
<b>EVENT INCOME</b>							
Rental Income	291,649	254,274	37,375	1,061,200	1,061,009	191	890,238
Service Revenue	105,773	17,500	88,273	630,398	96,250	534,148	672,135
Service Expenses	(210,256)	(26,982)	(183,274)	(1,202,360)	(206,862)	(995,498)	(1,146,076)
Total Direct Event In	187,166	244,792	(57,626)	489,238	950,397	(461,159)	416,297
F & B Concessions	13,537	25,000	(11,463)	167,881	96,000	71,881	103,120
F & B Catering	358,998	387,600	(28,602)	2,449,398	2,439,000	10,398	2,336,765
Parking	52,800	24,190	28,610	343,180	117,014	226,166	293,509
Electrical Services	48,705	35,500	13,205	125,740	80,600	45,140	157,605
Audio Visual	(1,222)	0	(1,222)	(3,557)	0	(3,557)	1
Internet Services	4,525	10,500	(5,975)	34,192	82,500	(48,308)	29,419
Total Ancillary Inco	477,343	482,790	(5,447)	3,116,834	2,815,114	301,720	2,920,419
Total Event Income	664,509	727,582	(63,073)	3,606,072	3,765,511	(159,439)	3,336,716
<b>OTHER OPERATING INCOME</b>							
Other Income	123,710	139,117	(15,407)	693,639	834,702	(141,063)	742,220
Total Other Operatin	123,710	139,117	(15,407)	693,639	834,702	(141,063)	742,220
Adjusted Gross Inco	788,219	866,699	(78,480)	4,299,711	4,600,213	(300,502)	4,078,936
<b>INDIRECT EXPENSES</b>							
Salaries & Wages	290,759	302,875	12,116	1,791,074	1,817,250	26,176	1,611,610
Payroll Taxes & Ben	72,204	116,364	44,160	426,331	698,184	271,853	390,914
Labor Allocations to	(57,125)	(58,333)	(1,208)	(364,426)	(349,998)	14,428	(296,414)
Net Salaries and Ben	305,838	360,906	55,068	1,852,979	2,165,436	312,457	1,706,110
Contracted Services	88,320	90,320	2,000	528,787	541,920	13,133	415,197
General and Adminis	77,049	62,332	(14,717)	489,654	373,989	(115,665)	318,354
Operating	35,253	49,649	14,396	230,593	297,894	67,301	279,534
Repairs & Maintenan	65,829	82,459	16,630	506,748	494,754	(11,994)	320,800
Operational Supplies	17,088	29,708	12,620	86,896	178,248	91,352	85,592
Insurance	19,511	29,167	9,656	86,018	175,741	89,723	155,216
Utilities	51,327	57,042	5,715	325,322	342,252	16,930	307,363
Other	1,030	1,125	95	8,256	6,750	(1,506)	2,396
ASM Management F	58,228	56,866	(1,362)	369,060	345,061	(23,999)	367,888
Total Indirect Expens	719,473	819,574	100,101	4,484,313	4,922,045	437,732	3,958,450
Net Income (Loss)	68,746	47,125	21,621	(184,602)	(321,832)	137,230	120,486



IRVING CONVENTION CENTER/SMG  
Year Over Year Income Comparison  
For the Six Months Ending March 31, 2025

	FY2025	FY2024	FY2023	FY2022	FY2021	FY2020 - COVID
Rental Income	291,649	229,870	166,803	143,319	66,975	112,619
F & B Concessions	13,357	1,482	21,215	17,438	13,112	18,115
F & B Catering	358,998	128,399	231,759	233,529	27,207	62,432
<b>Total Event Income</b>	<b>664,509</b>	<b>401,166</b>	<b>433,709</b>	<b>442,120</b>	<b>138,005</b>	<b>234,629</b>
<b>Total Indirect Expenses</b>	<b>719,473</b>	<b>606,962</b>	<b>600,181</b>	<b>495,649</b>	<b>339,802</b>	<b>523,300</b>

	FY2025	FY2024	FY2023	FY2022	FY2021	FY2020 - COVID
Rental Income	1,061,200	890,238	842,228	573,566	286,356	593,664
F & B Concessions	167,881	103,120	119,016	133,268	27,514	98,968
F & B Catering	2,449,398	2,336,765	1,925,178	966,171	113,682	2,389,729
<b>Total Event Income</b>	<b>3,606,072</b>	<b>3,336,716</b>	<b>2,916,118</b>	<b>1,848,371</b>	<b>500,726</b>	<b>3,092,848</b>
<b>Total Indirect Expenses</b>	<b>4,484,313</b>	<b>3,958,450</b>	<b>3,644,359</b>	<b>2,918,724</b>	<b>2,157,295</b>	<b>3,520,971</b>

ASM - Irving Convention Center  
Monthly Event Income Statement: Banquets  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,048	1,920	5,160	5,410
Events	4	2	12	10
Event Days	6	2	15	11
<b>Direct Event Income</b>				
Rental Income	8,000	7,500	14,450	12,950
Service Revenue	7,637	1,500	24,142	6,750
Service Expenses	(27,434)	(5,996)	(67,726)	(29,980)
<b>Total Direct Event Income</b>	<u>(11,797)</u>	<u>3,004</u>	<u>(29,134)</u>	<u>(10,280)</u>
<b>Ancillary Income</b>				
F & B Concessions	77	0	267	0
F & B Catering	62,292	79,800	211,217	230,594
Parking	4,680	2,460	12,375	6,683
Electrical Services	1,200	0	1,720	0
Audio Visual	0	0	0	0
Internet Services	0	0	5	500
<b>Total Ancillary Income</b>	<u>68,249</u>	<u>82,260</u>	<u>225,584</u>	<u>237,777</u>
<b>Total Event Income</b>	<u>56,452</u>	<u>85,264</u>	<u>196,450</u>	<u>227,497</u>

ASM - Irving Convention Center  
Monthly Event Income Statement: Consumer / Public Shows  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	17,375	7,000	27,465	28,300
Events	3	2	9	8
Event Days	7	5	19	19
<b>Direct Event Income</b>				
Rental Income	90,049	85,049	187,174	189,799
Service Revenue	38,402	6,000	80,805	15,400
Service Expenses	(58,151)	(5,996)	(119,396)	(23,984)
<b>Total Direct Event Income</b>	<u>70,300</u>	<u>85,053</u>	<u>148,583</u>	<u>181,215</u>
<b>Ancillary Income</b>				
F & B Concessions	11,733	15,000	37,274	35,500
F & B Catering	11,895	11,400	17,541	26,600
Parking	18,190	8,200	60,098	35,260
Electrical Services	2,000	2,000	8,515	10,000
Audio Visual	0	0	0	0
Internet Services	28	0	2,145	1,500
<b>Total Ancillary Income</b>	<u>43,846</u>	<u>36,600</u>	<u>125,573</u>	<u>108,860</u>
<b>Total Event Income</b>	<u>114,146</u>	<u>121,653</u>	<u>274,156</u>	<u>290,075</u>

ASM - Irving Convention Center  
Monthly Event Income Statement: Conventions  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,500	500	25,596	27,635
Events	1	1	13	13
Event Days	2	3	45	45
<b>Direct Event Income</b>				
Rental Income	49,500	49,500	189,350	220,150
Service Revenue	11,418	2,500	212,349	21,000
Service Expenses	(17,020)	(2,998)	(351,854)	(38,974)
<b>Total Direct Event Income</b>	<u>43,898</u>	<u>49,002</u>	<u>49,845</u>	<u>202,176</u>
<b>Ancillary Income</b>				
F & B Concessions	(1,943)	3,750	21,115	11,750
F & B Catering	15,763	19,000	821,851	797,049
Parking	8,999	5,330	74,020	23,657
Electrical Services	9,875	10,000	45,965	20,500
Audio Visual	0	0	0	0
Internet Services	2,514	5,000	9,642	14,500
<b>Total Ancillary Income</b>	<u>35,208</u>	<u>43,080</u>	<u>972,593</u>	<u>867,456</u>
<b>Total Event Income</b>	<u>79,106</u>	<u>92,082</u>	<u>1,022,438</u>	<u>1,069,632</u>

ASM - Irving Convention Center  
Monthly Event Income Statement: Meetings  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	5,470	1,250	27,631	14,955
Events	4	2	30	20
Event Days	11	7	69	58
<b>Direct Event Income</b>				
Rental Income	50,750	18,875	263,035	231,160
Service Revenue	33,588	1,500	134,129	21,700
Service Expenses	(69,732)	(5,996)	(352,658)	(56,962)
<b>Total Direct Event Income</b>	<u>14,606</u>	<u>14,379</u>	<u>44,506</u>	<u>195,898</u>
<b>Ancillary Income</b>				
F & B Concessions	2,729	750	17,099	7,000
F & B Catering	265,962	273,600	1,278,362	1,215,049
Parking	8,356	1,640	48,894	10,824
Electrical Services	6,035	1,500	28,155	13,600
Audio Visual	(1,222)	0	(2,818)	0
Internet Services	1,472	1,500	13,980	44,500
<b>Total Ancillary Income</b>	<u>283,332</u>	<u>278,990</u>	<u>1,383,672</u>	<u>1,290,973</u>
<b>Total Event Income</b>	<u>297,938</u>	<u>293,369</u>	<u>1,428,178</u>	<u>1,486,871</u>

ASM - Irving Convention Center  
Monthly Event Income Statement: Trade Shows  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	3,320	4,200	11,060	8,370
Events	2	2	4	4
Event Days	9	9	17	11
<b>Direct Event Income</b>				
Rental Income	93,350	93,350	172,589	179,350
Service Revenue	14,728	6,000	80,741	14,500
Service Expenses	(37,490)	(5,996)	(128,569)	(11,992)
<b>Total Direct Event Income</b>	<u>70,588</u>	<u>93,354</u>	<u>124,761</u>	<u>181,858</u>
<b>Ancillary Income</b>				
F & B Concessions	834	5,500	12,900	13,000
F & B Catering	3,247	3,800	91,429	129,200
Parking	12,575	6,560	28,686	18,860
Electrical Services	29,595	22,000	32,800	28,000
Audio Visual	0	0	0	0
Internet Services	511	4,000	1,481	10,000
<b>Total Ancillary Income</b>	<u>46,762</u>	<u>41,860</u>	<u>167,296</u>	<u>199,060</u>
<b>Total Event Income</b>	<u>117,350</u>	<u>135,214</u>	<u>292,057</u>	<u>380,918</u>

ASM - Irving Convention Center  
Monthly Event Income Statement: Other  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	0	0	0	0
Events	0	0	0	0
Event Days	0	0	0	0
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(38)	0	(76)	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Direct Event Income	(38)	0	(76)	0
Ancillary Income				
F & B Concessions	107	0	107	0
F & B Catering	(181)	0	(426)	0
Parking	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Ancillary Income	(74)	0	(319)	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	(112)	0	(395)	0
	<hr/>	<hr/>	<hr/>	<hr/>



ASM - Irving Convention Center  
Monthly Event Income Statement: ICVB  
For the Six Months Ending March 31, 2025

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	28	0	620	412
Events	2	0	14	8
Event Days	2	0	14	8
<b>Direct Event Income</b>				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(391)	0	(7,157)	(17,988)
<b>Total Direct Event Income</b>	<u>(391)</u>	<u>0</u>	<u>(7,157)</u>	<u>(17,988)</u>
<b>Ancillary Income</b>				
F & B Concessions	0	0	0	0
F & B Catering	20	0	3,701	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
<b>Total Ancillary Income</b>	<u>20</u>	<u>0</u>	<u>3,701</u>	<u>8,208</u>
<b>Total Event Income</b>	<u>(371)</u>	<u>0</u>	<u>(3,456)</u>	<u>(9,780)</u>

**DRAFT AGENDA**

**Irving Convention and Visitors Bureau Board of Directors  
Monday, April 28, 2025 at 11:45 AM  
Irving Convention Center  
500 W. Las Colinas Blvd., Junior Ballroom C-D  
Irving, Texas 75039**

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

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1. Citizen Comments on Items Listed on the Agenda

**Consent Agenda**

2. Approving ICVB Board Meeting Minutes for March 24, 2025
3. Approving the ICVB Financial Reports for March 2025
4. Reviewing the Hotel Occupancy Tax Collections
5. Accepting the Irving Convention Center Financial Reports for March 2025

**Individual Consideration**

6. Executive Committee and Board and Business Development Committee Recommendation for Reallocation of Hotel Occupancy Tax Revenues Effective September 1, 2026

**Board Reports**

7. Board Chair Report
8. Board Committee Reports
  - a. Board and Business Development – Michael Basoco
    - Next Meeting – June 13
  - b. Community Engagement – David Cole
    - Recap of April 15 Committee Meeting
    - High Spirited Citizens Luncheon – November 14
    - Next Meeting – July 22
  - c. Destination Development – Colvin Gibson
    - Next Meeting, May 13 – National Medal of Honor Museum, Arlington, Texas
9. City Reports
  - a. Council Liaison – Councilman Kyle Taylor
  - b. Mayor & Other Council Members
    - DART/Transportation and Infrastructure – Mayor Rick Stopfer

## AGENDA - Continued

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- 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
    - Board Portal Reading Room Update
  
- 11. Convention Center Management Report – Tom Meehan, Jeremy Pierce, Casey Villasenõr, Tony Watson
  
- 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

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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.