

**AGENDA**  
**Irving Convention & Visitors Bureau Board of Directors**  
**Monday, April 30, 2018 at 11:45 a.m.**  
**Irving Convention Center at Las Colinas**  
**Fourth Floor, Grand Ballroom 6-7**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**

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

**Consent Agenda**

1. Approving ICVB Board Minutes for March 26, 2018
2. Accepting ICVB Financial Reports for March 2018
3. Accepting Irving Convention Center Financial Reports for March 2018

**Reports**

4. Board Chair Report
  - a. Recognition of Robert & Jill Martinez as High Spirited Citizens
  - b. Schedule of Upcoming Meetings and Activities
  - c. Next Board Meeting – May 21, 2018
  - d. Next Executive Committee Meeting – May 18, 2018
5. Board Committee Reports
  - a. Board Development – Debbi Haacke
    - DestinationNEXT Survey reminder
    - Strategic Plan Retreat details
    - Next Meeting – June 5, 2018
  - b. Community Relations – Rick Lindsey
    - Meeting Recap - April 3, 2018
    - National Travel & Tourism Week Proclamation – May 3, City Council Meeting
    - Next Meeting – July 17
  - c. Destination Development – Greg Malcolm
    - Spring Trail Park Proposal update
    - Next Meeting – May 15, 2018
      1. Hotel Development Ordinance Discussion
6. City Reports
  - a. Council Liaison – John Danish
  - b. Mayor & Other Council Members
  - c. City Manager – Chris Hillman
    - Visitor Development Updates
    - Headquarter Hotel
    - Irving Music Factory/Entertainment Venue
    - Other City Updates

## **AGENDA - Continued**

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- 7. Bureau Monthly Management Reports
  - a. Executive Director – Maura Gast
  - b. Sales and Services – Lori Fojtasek
  - c. Marketing and Communications – Diana Pfaff
  - d. Finance and Administration – Mike Zumbaugh
  
- 8. Convention Center Management Report – Tom Meehan
  
- 9. Industry Partner Reports
  - a. The Pavilion at the Music Factory/Live Nation Report – Mike Rilley
  - b. Smith Travel Research Monthly Reports/Snapshot
  - c. Air DNA Monthly Reports
  - d. Hotel Industry Updates
  - e. Restaurant Industry Update
  
- 10. Partner Organization & Stakeholder Reports
  - a. DART/Transportation and Infrastructure – Mayor Rick Stopfer
  - b. The Las Colinas Association – Hammond Perot
  - c. DCURD – Jacky Knox
  - d. TIF – John Haigler
  - e. Salesmanship Club of Dallas – Jon Drago
  - f. University of Dallas – Bob Galecke
  - g. Chamber of Commerce – Lori Bunger/Beth Bowman
  - h. Irving Arts and Culture – Todd Hawkins

### **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.

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.