

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, November 13, 2023 at 11:45 AM
Irving Convention Center – Third Floor, Jr. Ballroom C-D
500 W. Las Colinas Blvd.
Irving, Texas 75039

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

1. Citizen Comments on Items Listed on the Agenda
2. Election of Officers:
 - a. Board & Business Development Committee Recommendations based on Nominating Task Force Committee:
 - Nomination for Chair – Richard Stewart, Jr.
 - Nomination for Vice Chair – Herbert Gears
 - b. Call for Nominations from the Floor
 - c. Vote

Consent Agenda

3. Approving ICVB Board Meeting Minutes for September 25 and October 20, 2023
4. Reviewing the Hotel Occupancy Tax Collections
5. Accepting the Irving Convention Center Financial Report for September 2023

Individual Consideration

6. Accepting the Irving Convention Center Audit Report for FY 2022-23 – BVWD, LLP
7. Approving the Budget Adjustment Transfer Achieved from the Irving Convention Center FY2022-23 Operational Savings to the Convention Center Reserve/Capital Fund
8. Approving the Budget Adjustment for Cost-of-Living Adjustment (COLA)
9. Approving the Establishment of a Grant Fund and Transferring All Available and Eligible Receipts, including ARPA Receipts, from the City of Irving to That Fund.

AGENDA - Continued

Board Reports

10. Board Chair Report

- a. Service Award Recognition:
 - CVB Convention Services Associate Helena Walsh – 10 years
- b. Next Board Meeting – December 18, 2023

11. Board Committee Reports

- a. Board and Business Development – Herb Gears
 - Next Meeting – December 8
- b. Community Engagement – Colvin Gibson
 - Next Meeting – TBD
- c. Destination Development – Greg Malcolm
 - Recap of November 7 Meeting – EpicCentral, Grand Prairie, Texas
 - Next Meeting – TBD

12. City Reports

- a. Council Liaison – Councilman Kyle Taylor
- b. Mayor & Other Council Members
 - DART/Transportation and Infrastructure – Mayor Rick Stopfer
- c. City Manager – Chris Hillman
 - Delinquent Hotel Occupancy Tax Collection Updates
 - Visitor Development Updates
 - Other City Updates

13. 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

14. Convention Center Management Report – Tom Meehan/Jeremy Pierce

15. Industry Partner Reports

- a. The Pavilion at the Toyota Music Factory/Live Nation Report – Tommy DeBeaudry
- b. Hotel Industry Updates – Greg Malcolm, Kim Limon, Nydia Hoskins
- c. Restaurant Industry Update – David Cole

AGENDA - Continued

16. Partner Organization & Stakeholder Reports

- a. DCURD and Irving Flood Control Districts – Dallas Burke
- b. Chamber of Commerce – Brad Watson/Beth Bowman
- c. Irving Arts and Culture – Kelly O'Briant/Todd Hawkins
- d. The Las Colinas Association – Hammond Perot
- e. TIF – Dick Rogers
- f. University of Dallas – Clare Venegas

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.