

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, August 28, 2023 at 11:45 AM
Irving Convention Center, Exhibit Hall B
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

Consent Agenda

2. Approving ICVB Board Meeting Minutes for July 24, 2023
3. Accepting the ICVB Financial Reports – July 2023
4. Reviewing the Hotel Occupancy Tax Collections
5. Accepting the ICC Financial Reports – June and July 2023

Individual Consideration

6. Approval of Reserve Fund Policy Revising the Technology Fund Minimum Balance to \$1,000,000
7. Approval of Reserve Fund Policy Revising the General Fund Minimum Balance to \$3,000,000
8. Approval of 2023-24 Budget Changes as Required by Changes in City Costs:
 - Increase in Interest Income - General Fund; Reserve Fund; Technology Fund; ICC Reserve/CIP Fund
 - Increase in Property and Casualty Insurance
 - Increase in Health Self Insurance Fund (to fund increase in retiree health discounts)
9. Approval of SMG Contract Amendment to Authorize Management and Maintenance of New Monument Sign on Westin Irving Convention Center at Las Colinas property

AGENDA - Continued

Board Reports

10. Board Chair Report

- Next Board Meeting – September 25, ICC, Third Floor Junior Ballroom C-D

11. Board Committee Reports

- Board and Business Development – Herb Gears
 - Next Meeting – September 8
- Community Engagement – Colvin Gibson
 - High Spirited Citizen Luncheon Update
 - Next Meeting – October 10
- Destination Development – Greg Malcolm
 - Next Meeting – November 7

12. City Reports

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

13. Bureau Monthly Management Reports

- Executive Director – Maura Gast
- Sales and Services – Lori Fojtasek
- Marketing and Communications – Diana Pfaff
- 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

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

AGENDA - Continued

16. Partner Organization & Stakeholder Reports

- DCURD and Irving Flood Control Districts – Dallas Burke
- Chamber of Commerce – Janie Perelman/Beth Bowman
- Irving Arts and Culture – Kelly O'Briant/Todd Hawkins
- The Las Colinas Association – Hammond Perot
- TIF – Dick Rogers
- 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.