

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Executive Committee
Friday, August 20, 2021, at 9:00 AM
Irving Convention Center – First Floor Conference
500 W. Las Colinas Blvd., Irving, Texas 75039

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

1. Citizen Comments on Items Listed on the Agenda
2. Accepting the ICVB Financial Report for July 2021
3. Accepting the ICC Financial Reports for June and July 2021
4. Review of Hotel Occupancy Tax Collections
5. Review of ICVB Cash Flow Report
6. American Rescue Plan Act Update
7. Approval of Budget Adjustment of ARPA Funding, Contingent on Irving City Council Approval
8. Overview of Revised Budget and Marketing Plan – Fiscal Year 2021-22
9. Chairman / Executive Director Reports
 - a. COVID-19 Update
 - b. Approving July 16, 2021, Minutes
 - c. Review of August 23, 2021, Board Meeting Agenda
10. City Council Updates
11. Next meeting – Friday, September 24, 2021

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.



ICVB
FINANCIAL STATEMENTS

For Period Ending:
July 2021



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
JULY 2021

Assets

Cash and equivalents	39,122.44
Investments	439,400.00

Total Assets	478,522.44
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Liabilities

Accounts payables	32,535.02
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Total Liabilities	32,535.02
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Fund Balance (Budgetary basis)

Reserve for encumbrances	632,147.67
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Unreserved	(186,160.25)
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Total Fund Balance	445,987.42
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Total Liabilities and Fund Balance	478,522.44
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IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
JULY 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
	L3 - HOTEL/MOTEL TAX	436,686.55	2,472,299.58	6,490,005.00	38.1%	0.00	4,017,705.42
	M4 - INVESTMENT INCOME	4.18	456.90	4,995.00	9.1%	0.00	4,538.10
	M5 - MISCELLANEOUS	0.00	51,458.00	5,000.00	1029.2%	0.00	(46,458.00)
	M6 - TRANSFER FROM CITY OF IRVING	0.00	500,000.00	1,000,000.00	50.0%	0.00	500,000.00
TOTAL REVENUE		436,690.73	3,024,214.48	7,500,000.00	40.3%	0.00	4,475,785.52
EXPENDITURES							
	N1 - SALARIES	264,603.86	1,848,909.48	2,491,575.00	74.2%	0.00	642,665.52
	N2 - BENEFITS	71,214.43	520,198.41	673,552.00	77.2%	0.00	153,353.59
	N4 - SUPPLIES	2,560.69	24,500.90	39,455.00	62.1%	4,025.00	10,929.10
	O1 - UTILITIES (COMMUNICATIONS)	1,253.19	13,196.43	26,400.00	50.0%	0.00	13,203.57
	O3 - OUTSIDE SERVICES						
	SALES AND MARKETING RESOURCES	1,962.06	14,608.01	16,060.00	91.0%	0.00	1,451.99
	MEDIA ADVERTISING	18,345.60	240,973.10	350,000.00	68.8%	104,330.25	4,696.65
	PROFESSIONAL SERVICES	119,617.27	649,788.63	1,463,377.00	44.4%	523,130.26	290,458.11
	PROPERTY MANAGEMENT SERVICES	0.00	1,046,750.00	1,395,000.00	75.0%	0.00	348,250.00
	OTHER	683.56	2,537.67	7,026.00	36.1%	662.16	3,826.17
	TOTAL OUTSIDE SERVICES	140,608.49	1,954,657.41	3,231,463.00	60.5%	628,122.67	648,682.92
	O4 - TRAVEL - TRAINING - DUES						
	TRAVEL AND TRAINING	219.00	1,927.49	252,000.00	0.8%	0.00	250,072.51
	MILEAGE REIMBURSEMENT	0.00	40.88	4,000.00	1.0%	0.00	3,959.12
	MEMBERSHIP AND DUES	10,337.00	38,249.98	54,900.00	69.7%	0.00	16,650.02
	TOTAL TRAVEL - TRAINING - DUES	10,556.00	40,218.35	310,900.00	12.9%	0.00	270,681.65
	O5 - CLAIMS AND INSURANCE	34,511.25	138,045.00	138,045.00	100.0%	0.00	0.00
	O7 - MISCELLANEOUS EXPENSES						
	ADM COST REIMBURSEMENT	17,467.46	98,891.98	259,600.00	38.1%	0.00	160,708.02
	BUSINESS DEV INCENTIVE PROG	44,274.00	72,403.23	540,000.00	13.4%	0.00	467,596.77
	LOCAL PROGRAMS-PROMOTIONS	3,769.38	10,837.57	145,200.00	7.5%	0.00	134,362.43
	OTHER	61.45	47,781.45	144,350.00	33.1%	0.00	96,568.55
	TOTAL MISCELLANEOUS EXPENSES	65,572.29	229,914.23	1,089,150.00	21.1%	0.00	859,235.77
	P5 - TRANSFERS OUT						
	TRSF TO ICVB CONV CENTER	0.00	0.00	100,000.00	0.0%	0.00	100,000.00
	TOTAL TRANSFERS OUT	0.00	0.00	100,000.00	0.0%	0.00	100,000.00
TOTAL EXPENDITURES		590,880.20	4,769,640.21	8,100,540.00	58.9%	632,147.67	2,698,752.12

Beginning Fund Balance	2,191,413.15
Revenues	3,024,214.48
Expenditures	(4,769,640.21)
Ending Fund Balance	445,987.42



Irving Convention and Visitors Bureau

Check Register

July 2021

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80061747	7/8/2021	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			19,122.68
		ACCOUNTS PAYABLE	JUN 2021 - RECEIPTS	19,122.68	
80061748	7/8/2021	FOUR SEASONS RESORT & CLUB DALLAS			752.00
		BUSINESS DEV INCENTIVE PROG	TAMPA BAY VS TX RANGERS/JUNE 2021	752.00	
80061749	7/8/2021	IMAGO MEDIA, INC.			586.00
		MEDIA ADVERTISING	CARES ACT - ADVERTISING	586.00	
80061750	7/8/2021	LOPEZ, BRENDA			75.00
		COMMUNICATIONS	MAY 2021 - CELL	75.00	
80061751	7/8/2021	MALONEY STRATEGIC COMMUNICATION INC			8,385.79
		PROFESSIONAL SERVICES	2021 ICVB HIGH SPIRITED CITIZEN AWARD	4,430.79	
		PROFESSIONAL SERVICES	2021 ICVB POST COVID AD UPDATES	3,955.00	
80061752	7/8/2021	MANSELL, LORI			75.00
		COMMUNICATIONS	MAY 2021 - CELL	75.00	
80061753	7/8/2021	PETTY, BRICE			143.32
		COMMUNICATIONS	APR 2021 - CELL	71.66	
		COMMUNICATIONS	MAY 2021 - CELL	71.66	
80061754	7/8/2021	PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC			662.16
		POSTAGE EQUIPMENT RENTAL	POSTAGE EQUIPMENT	662.16	
80061755	7/8/2021	PROVIDENT GROUP - IRVING PROPERTIES, LLC			245.00
		BUSINESS DEV INCENTIVE PROG	US ARMWRESTLING NATIONAL CHAMPIONSHIP/JUNE 2021	245.00	
80061756	7/8/2021	ROSE, SUSAN			43.76
		COMMUNICATIONS	JUN 2021 - CELL	43.76	
80061757	7/8/2021	SIMPLEVIEW WORLDWIDE, INC.			86,968.00
		PROFESSIONAL SERVICES	4TH QUARTER	7,875.00	
		PROFESSIONAL SERVICES	4TH QUARTER	79,093.00	
80061758	7/8/2021	SIRMEN, LORI			182.93
		COMMUNICATIONS	MAR 2021 - CELL / MISC	75.00	
		LOCAL PROGRAMS-PROMOTIONS	MAR 2021 - CELL / MISC	(32.07)	
		COMMUNICATIONS	APR 2021 - CELL	75.00	
		COMMUNICATIONS	FEB 2021 - CELL	65.00	
80061759	7/8/2021	SOTO, MONICA			50.00
		COMMUNICATIONS	CELL PHONE - MAY 2021	25.00	
		COMMUNICATIONS	CELL PHONE - JUNE 2021	25.00	
80061760	7/8/2021	STALLINGS, APRIL			122.66
		COMMUNICATIONS	CELL PHONE - MAY 2021	61.33	
		COMMUNICATIONS	CELL PHONE - JUNE 2021	61.33	
80061761	7/8/2021	STAPLES			65.93
		OFFICE SUPPLIES	OFFICE SUPPLIES	65.93	



Irving Convention and Visitors Bureau

Check Register

July 2021

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80061762	7/8/2021	STODDARD, CAROL			52.08
		COMMUNICATIONS	APR 2021 - CELL / MISC	64.07	
		OFFICE SUPPLIES	APR 2021 - CELL / MISC	(76.07)	
		COMMUNICATIONS	MAY 2021 - CELL	64.08	
80061763	7/8/2021	TRIPADVISOR, LLC			14,259.60
		MEDIA ADVERTISING	ADVERTISING	11,548.09	
		MEDIA ADVERTISING	ADVERTISING	2,711.51	
80061764	7/8/2021	TUCKER & ASSOCIATES, LLC			74.23
		PROFESSIONAL SERVICES	JUN 2021 - REIMBURSABLES	74.23	
80061765	7/8/2021	U90C MANAGEMENT GROUP LLC			8,454.00
		BUSINESS DEV INCENTIVE PROG	U90C PREMIER SUPERCOPA/JUNE 2021	8,454.00	
80061766	7/8/2021	VERIZON WIRELESS SERVICES, LLC			160.63
		COMMUNICATIONS	MAY 2021	143.64	
		COMMUNICATIONS	MAY 2021	92.04	
		COMMUNICATIONS	MAY 2021	(75.05)	
80061767	7/8/2021	WHITE, MONTY			75.00
		COMMUNICATIONS	APR 2021 - CELL	75.00	
80061768	7/15/2021	COUNTRY INN & SUITES, DFW AIRPORT SOUTH			170.00
		BUSINESS DEV INCENTIVE PROG	SPORTS-TRAVEL/MADE SPRING CIRCUIT DALLAS/APR 2021	170.00	
80061769	7/15/2021	MURRAY, STEPHEN E			3,105.00
		BUSINESS DEV INCENTIVE PROG	TEXAS STATE FOOSBALL 2021	3,105.00	
80061770	7/15/2021	RODRIGUEZ, REYNALDO			7,560.00
		BUSINESS DEV INCENTIVE PROG	PAMM EXPO, LCC/MODEL & TALENT EXPO/JUNE 2021	7,560.00	
80061771	7/15/2021	TIGER OAK MEDIA, INC			3,500.00
		MEDIA ADVERTISING	ADVERTISING	3,500.00	
80061772	7/15/2021	TUCKER & ASSOCIATES, LLC			4,000.00
		PROFESSIONAL SERVICES	MONTHLY RETAINER - JUL 2021	4,000.00	
80061773	7/22/2021	DALLAS FORT WORTH AIRPORT MARRIOTT			546.00
		BUSINESS DEV INCENTIVE PROG	INSURICA SUMMIT/JUNE 2021	546.00	
80061774	7/22/2021	FOUR SEASONS RESORT & CLUB DALLAS			1,460.00
		BUSINESS DEV INCENTIVE PROG	OAKLAND A'S VS TX RANGERS/JUNE 2021	776.00	
		BUSINESS DEV INCENTIVE PROG	KANSAS CITY ROYALS VS TX RANGERS/JUNE 2021	684.00	
80061775	7/22/2021	FOUR SEASONS RESORT & CLUB DALLAS			882.00
		MEMBERSHIPS, CERTS, & LICENSES	JULY 2021	882.00	
80061776	7/22/2021	IRVING - LAS COLINAS ROTARY CLUB			40.00
		MEMBERSHIPS, CERTS, & LICENSES	JUNE 2021	40.00	
80061777	7/22/2021	IRVING CONVENTION CENTER AT LAS COLINAS			24,523.11
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - JUN 2021 - CPI INCREASE	1,299.37	



Irving Convention and Visitors Bureau

Check Register

July 2021

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount
80061777		BUILDINGS MAINT	WESTIN GARAGE RENTAL - JUL 2021	21,924.37	
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - MAY 2021 - CPI INCREASE	1,299.37	
80061778	7/22/2021	IRVING CONVENTION CENTER AT LAS COLINAS			8,850.00
		BUILDINGS MAINT	CAPITAL IMPROVEMENT PROJECT	8,850.00	
80061779	7/22/2021	SHERATON DFW AIRPORT HOTEL			1,150.00
		BUSINESS DEV INCENTIVE PROG	NATIONAL LAWN AND GARDEN SHOW/JUNE 2021	1,150.00	
80061780	7/22/2021	VERIZON WIRELESS SERVICES, LLC			329.15
		COMMUNICATIONS	JUNE 2021	159.56	
		COMMUNICATIONS	JUNE 2021	93.33	
		COMMUNICATIONS	JUNE 2021	76.26	
Total Number of Invoices			52	196,671.03	
Total Number of Checks			34		196,671.03



Date Distributed: July 20, 2021

Monthly Financial Summary

For Period Ending June 30, 2021

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
June 30, 2021

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	October	November	December	January	February	March	April	May	June	July	August	September	Total	
Event Income														
Direct Event Income														
Rental Income	6,700	58,881	47,350	24,400	82,050	66,975	63,100	134,200	58,963	66,650	121,350	80,675	811,294	
Service Income	1,163	2,200	13,388	1,450	32,912	8,880	13,069	25,633	34,488	8,000	15,250	9,750	166,181	
Service Expenses	(912)	(1,820)	(9,969)	(2,994)	(24,973)	(4,861)	(6,525)	(18,745)	(43,884)	(3,000)	(3,500)	(3,000)	(124,183)	
Total Direct Event Income	6,951	59,261	50,769	22,856	89,989	70,994	69,644	141,088	49,567	71,650	133,100	87,425	853,292	
Ancillary Income														
F & B Concessions	-	-	5,195	4,919	4,287	13,112	11,320	15,286	21,421	8,000	21,500	8,500	113,541	
F & B Catering	-	7,705	24,452	11,352	42,966	27,207	1,870	49,057	128,035	31,800	6,916	245,810	577,169	
Parking: Self Parking	1,432	342	6,851	13,268	6,600	22,264	30,275	24,485	11,715	9,000	39,000	39,500	204,732	
Electrical Services	-	950	300	1,560	750	4,173	4,430	20,980	(755)	1,500	1,500	14,500	49,888	
Audio Visual	-	-	(0)	-	-	-	-	1,007	-	-	-	-	1,007	
Internet Services	-	400	(840)	-	405	255	755	(1,625)	-	-	-	-	(650)	
Total Ancillary Income	1,432	9,397	35,958	31,099	55,008	67,011	48,650	109,190	160,416	50,300	68,916	308,310	945,688	
Total Event Income	8,383	68,658	86,727	53,955	144,997	138,005	118,294	250,278	209,983	121,950	202,016	395,735	1,798,981	
Other Operating Income	26,152	21,440	17,278	22,428	41,150	29,661	27,675	34,031	46,119	36,625	36,625	22,930	362,115	
ICVB Operating Subsidy			348,000			350,000		174,375	174,375			348,250	1,395,000	
Adjusted Gross Income	34,535	90,098	452,005	76,382	186,147	517,666	145,969	284,309	430,477	158,575	238,641	766,915	3,381,718	3,866,967
Operating Expenses														
Employee Salaries and Wages	140,680	146,675	157,405	111,514	130,489	151,976	146,611	150,091	152,754	156,668	156,668	156,662	1,758,193	
Benefits	60,444	60,261	61,935	64,201	58,347	53,863	57,515	52,239	51,214	61,446	61,446	61,497	704,407	
Less: Event Labor Allocations	-	(1,755)	(1,880)	(960)	(1,711)	(2,060)	(535)	(2,467)	(6,560)	-	-	-	(17,928)	
Net Employee Wages and Benefits	201,124	205,181	217,460	174,755	187,125	203,779	203,591	199,863	197,408	218,114	218,114	218,159	2,444,672	
Contracted Services	41,352	37,428	38,674	40,001	37,974	29,978	27,867	28,926	29,067	53,685	53,685	53,685	472,323	
General and Administrative	18,120	35,920	36,120	23,698	14,053	10,284	33,990	13,618	12,557	45,786	24,606	69,799	338,551	
Operations	15,945	10,583	11,742	11,977	12,440	10,812	11,457	15,146	19,366	18,833	18,833	18,833	175,968	
Repair & Maintenance	16,541	22,755	32,712	21,623	24,313	23,496	29,472	10,626	17,399	23,514	23,514	23,514	269,478	
Supplies	5,665	8,613	9,190	8,917	8,924	336	699	5,139	1,212	8,700	8,700	10,500	76,594	
Insurance	6,036	6,036	7,091	6,036	6,036	6,332	6,036	6,036	5,195	7,544	7,544	7,544	77,466	
Utilities	37,290	36,007	40,379	37,169	38,234	36,481	37,435	37,786	43,436	43,333	43,333	43,333	474,217	
Other	(4,826)	(6,777)	(4,256)	2,070	1,789	1,954	951	-	13	-	-	-	(9,082)	
SMG Management Fees	13,750	14,632	17,831	14,866	17,469	16,350	14,749	18,472	28,104	16,748	15,389	34,248	222,608	
Total Operating Expenses	350,997	370,377	406,943	341,112	348,357	339,802	366,247	335,612	353,757	436,256	413,717	479,614	4,542,794	
Net Income (Loss) From Operations	(316,462)	(280,279)	45,062	(264,729)	(162,210)	177,864	(220,278)	(51,303)	76,720	(277,681)	(175,076)	287,301	(1,161,076)	(2,556,076)

ASM - Irving Convention Center
Financial Statements Monthly Highlights
For the Month Ending June 30, 2021

	Current Actual	Current Budget	Variance	Prior Year Actual
Attendance	31,191	10,525	20,666	0
Events	13	8	5	0
Event Days	26	22	4	0
Direct Event Income	49,567	115,250	(65,683)	0
Ancillary Income	160,416	363,351	(202,935)	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	209,983	478,601	(268,618)	0
Other Operating Income	46,119	46,625	(506)	0
	<hr/>	<hr/>	<hr/>	<hr/>
Adjusted Gross Income	256,102	525,226	(269,124)	0
Indirect Expenses	(353,757)	(473,868)	120,111	0
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income (Loss) From Operations	<u>(97,655)</u>	<u>51,358</u>	<u>(149,013)</u>	<u>0</u>

ASM - Irving Convention Center
Financial Statements Year to Date Highlights
For the Nine Months Ending June 30, 2021

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	66,124	53,323	12,801	0
Events	57	51	6	0
Event Days	151	139	12	0
Direct Event Income	561,119	793,589	(232,470)	0
Ancillary Income	518,169	1,286,243	(768,074)	0
Total Event Income	1,079,288	2,079,832	(1,000,544)	0
Other Operating Income	265,934	243,125	22,809	0
Adjusted Gross Income	1,345,222	2,322,957	(977,735)	0
Indirect Expenses	(3,213,205)	(3,749,528)	536,323	0
Net Income (Loss) From Operations	(1,867,983)	(1,426,571)	(441,412)	0

ASM - Irving Convention Center
Balance Sheet
June 30, 2021

ASSETS

Current Assets

Cash	\$ 462,397
Accounts Receivable	159,010
Prepaid Assets	1,890
Inventory	76,244
	<hr/>

Total Current Assets		699,541
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Total Assets	\$	699,541
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$ 389,131
Accrued Expenses	408,492
Deferred Income	0
Advance Ticket Sales/Deposits	723,150
Other Current Liabilities	0
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Total Current Liabilities		1,520,773
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Long-Term Liabilities

Long Term Liabilites	0
	<hr/>

Total Long-Term Liabilities		0
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Total Liabilities		1,520,773
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Equity

Net Funds Received	14,187,177
Retained Earnings	(13,140,426)
Net Income (Loss)	(1,867,983)
	<hr/>

Total Equity		(821,232)
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Total Liabilities & Equity	\$	699,541
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ASM - Irving Convention Center
Income Statement
For the Nine Months Ending June 30, 2021

	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	58,963	105,750	(46,787)	542,619	742,311	(199,692)	0
Service Revenue	34,488	13,000	21,488	133,182	80,013	53,169	0
Service Expenses	(43,884)	(3,500)	(40,384)	(114,682)	(28,735)	(85,947)	0
Total Direct Event In	49,567	115,250	(65,683)	561,119	793,589	(232,470)	0
Ancillary Income							
F & B Concessions	21,421	15,500	5,921	75,538	75,100	438	0
F & B Catering	128,035	311,751	(183,716)	292,652	1,022,163	(729,511)	0
Parking	11,715	31,100	(19,385)	117,234	130,970	(13,736)	0
Electrical Services	(755)	5,000	(5,755)	32,388	56,410	(24,022)	0
Audio Visual	0	0	0	1,007	0	1,007	0
Internet Services	0	0	0	(650)	1,600	(2,250)	0
Total Ancillary Inco	160,416	363,351	(202,935)	518,169	1,286,243	(768,074)	0
Total Event Income	209,983	478,601	(268,618)	1,079,288	2,079,832	(1,000,544)	0
OTHER OPERATING INCOME							
Other Income	46,119	46,625	(506)	265,934	243,125	22,809	0
Total Other Operatin	46,119	46,625	(506)	265,934	243,125	22,809	0
Adjusted Gross Inco	256,102	525,226	(269,124)	1,345,222	2,322,957	(977,735)	0
INDIRECT EXPENSES							
Salaries & Wages	152,754	170,156	17,402	1,288,195	1,454,309	166,114	0
Payroll Taxes & Ben	51,214	61,446	10,232	520,021	554,639	34,618	0
Labor Allocations to	(6,560)	0	6,560	(17,928)	0	17,928	0
Net Salaries and Ben	197,408	231,602	34,194	1,790,288	2,008,948	218,660	0
Contracted Services	29,067	55,051	25,984	311,267	430,999	119,732	0
General and Adminis	12,557	25,610	13,053	198,357	177,324	(21,033)	0
Operating	19,366	35,083	15,717	119,468	187,623	68,155	0
Repairs & Maintenan	17,399	23,514	6,115	198,938	201,660	2,722	0
Operational Supplies	1,212	13,333	12,121	48,696	94,415	45,719	0
Insurance	5,195	7,544	2,349	54,834	66,388	11,554	0
Utilities	43,436	43,333	(103)	344,218	384,175	39,957	0
Other	13	0	(13)	(9,084)	0	9,084	0
ASM Management F	28,104	38,798	10,694	156,223	197,996	41,773	0
Total Indirect Expens	353,757	473,868	120,111	3,213,205	3,749,528	536,323	0

ASM - Irving Convention Center
Income Statement
For the Nine Months Ending June 30, 2021

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
Net Income (Loss)	<u>(97,655)</u>	<u>51,358</u>	<u>(149,013)</u>	<u>(1,867,983)</u>	<u>(1,426,571)</u>	<u>(441,412)</u>	<u>0</u>

IRVING CONVENTION CENTER/SMG
Year Over Year Income Comparison
For the Nine Months Ending June 30, 2021

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	58,963	1,500	60,395	34,820	102,860	84,011
F & B Concessions	21,421	0	5,404	6,351	16,993	19,551
F & B Catering	128,035	1,333	398,930	500,964	368,229	203,884
Total Event Income	209,983	10,837	447,497	530,650	459,885	309,218
Total Indirect Expenses	353,757	338,263	498,579	594,074	575,936	561,233

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	542,619	629,164	962,467	891,856	752,566	958,925
F & B Concessions	75,538	100,811	158,881	169,614	119,360	189,906
F & B Catering	292,652	2,383,920	2,787,575	2,950,855	2,519,632	2,409,959
Total Event Income	1,079,288	3,121,528	4,056,217	4,022,724	3,415,079	3,657,968
Total Indirect Expenses	3,213,205	4,576,083	4,812,011	4,989,419	4,460,891	4,155,423

ASM - Irving Convention Center
Monthly Event Income Statement: Assemblies
For the Nine Months Ending June 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	500	0	3,900	700
Events	1	0	3	2
Event Days	1	0	5	4
Direct Event Income				
Rental Income	4,500	0	36,600	31,100
Service Revenue	850	0	11,960	1,000
Service Expenses	0	0	(6,427)	0
Total Direct Event Income	5,350	0	42,133	32,100
Ancillary Income				
F & B Concessions	0	0	3,735	2,100
F & B Catering	0	0	(377)	0
Parking	0	0	10,135	3,690
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	(695)	0
Total Ancillary Income	0	0	12,798	5,790
Total Event Income	5,350	0	54,931	37,890

ASM - Irving Convention Center
Monthly Event Income Statement: Banquets
For the Nine Months Ending June 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,600	1,500	3,980	6,100
Events	1	1	4	8
Event Days	1	1	4	10
Direct Event Income				
Rental Income	0	0	0	5,000
Service Revenue	1,500	0	6,100	1,000
Service Expenses	(1,384)	0	(3,249)	0
Total Direct Event Income	116	0	2,851	6,000
Ancillary Income				
F & B Concessions	0	0	13	0
F & B Catering	37,779	22,800	93,521	131,480
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	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	37,779	22,800	93,534	131,480
Total Event Income	37,895	22,800	96,385	137,480

ASM - Irving Convention Center
Monthly Event Income Statement: Consumer / Public Shows
For the Nine Months Ending June 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	968	3,700	7,208	12,400
Events	1	1	6	11
Event Days	7	8	18	36
Direct Event Income				
Rental Income	5,000	15,000	49,081	156,361
Service Revenue	0	0	14,405	7,663
Service Expenses	(9,506)	0	(16,231)	(735)
Total Direct Event Income	(4,506)	15,000	47,255	163,289
Ancillary Income				
F & B Concessions	1,143	1,500	14,722	1,500
F & B Catering	14,537	15,200	15,634	15,200
Parking	4,958	4,100	15,455	10,660
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	2,395	0	6,585	0
Audio Visual	0	0	0	0
Internet Services	0	0	755	0
Total Ancillary Income	23,033	20,800	53,151	27,360
Total Event Income	18,527	35,800	100,406	190,649

ASM - Irving Convention Center
Monthly Event Income Statement: Conventions
For the Nine Months Ending June 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	18,900	3,000	20,225	13,000
Events	1	1	2	3
Event Days	4	5	7	11
Direct Event Income				
Rental Income	0	0	5,600	23,100
Service Revenue	25,038	0	45,040	1,500
Service Expenses	(23,865)	0	(43,072)	0
Total Direct Event Income	<u>1,173</u>	<u>0</u>	<u>7,568</u>	<u>24,600</u>
Ancillary Income				
F & B Concessions	1,703	0	2,255	0
F & B Catering	52,514	45,296	93,262	94,696
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	5	0
Total Ancillary Income	<u>54,217</u>	<u>45,296</u>	<u>95,522</u>	<u>94,696</u>
Total Event Income	<u>55,390</u>	<u>45,296</u>	<u>103,090</u>	<u>119,296</u>

ASM - Irving Convention Center
Monthly Event Income Statement: Meetings
For the Nine Months Ending June 30, 2021

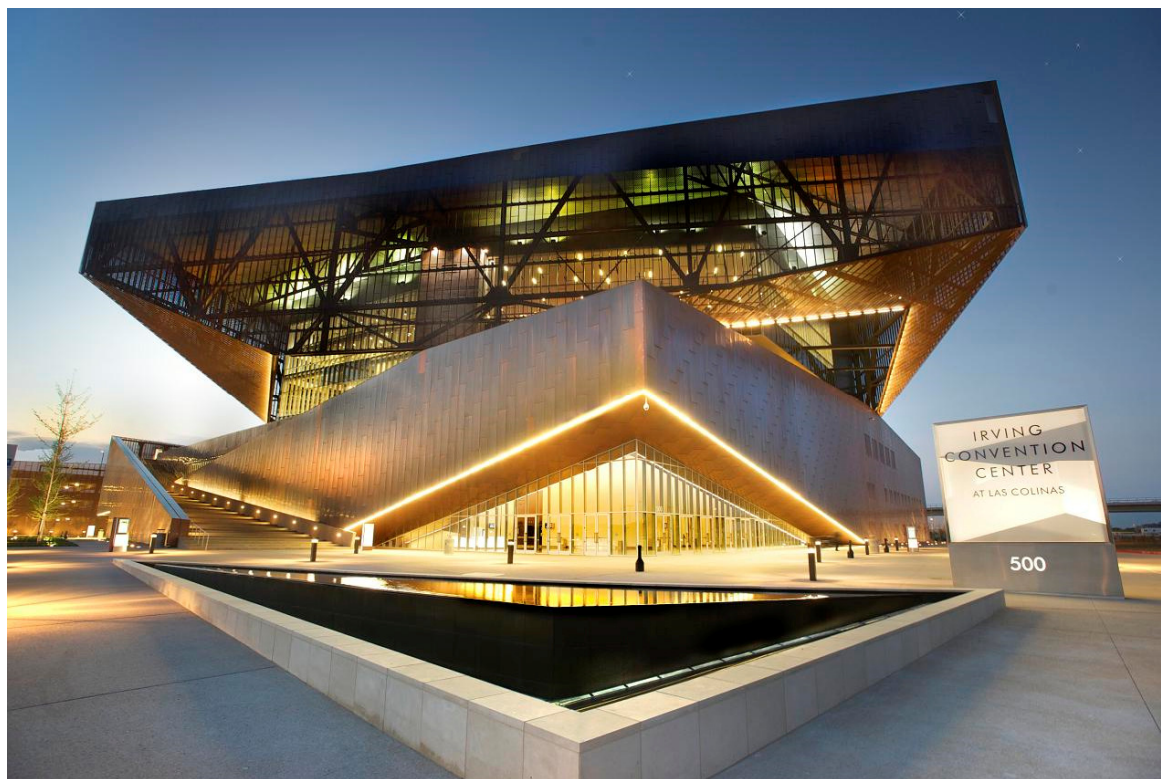
	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	333	2,325	4,691	9,923
Events	3	5	20	20
Event Days	4	8	77	47
Direct Event Income				
Rental Income	35,963	16,750	290,788	160,400
Service Revenue	0	0	12,468	4,000
Service Expenses	(167)	0	(7,254)	0
Total Direct Event Income	<u>35,796</u>	<u>16,750</u>	<u>296,002</u>	<u>164,400</u>
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	4,814	102,455	46,375	280,187
Parking	760	0	1,933	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	8,853	950
Audio Visual	0	0	0	0
Internet Services	0	0	(180)	400
Total Ancillary Income	<u>5,574</u>	<u>102,455</u>	<u>56,981</u>	<u>281,537</u>
Total Event Income	<u>41,370</u>	<u>119,205</u>	<u>352,983</u>	<u>445,937</u>

ASM - Irving Convention Center
Monthly Event Income Statement: Sporting Event
For the Nine Months Ending June 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	8,800	0	21,620	4,500
Events	3	0	10	3
Event Days	6	0	21	10
Direct Event Income				
Rental Income	13,500	0	111,850	54,900
Service Revenue	7,100	0	22,676	350
Service Expenses	(8,962)	0	(26,039)	0
Total Direct Event Income	11,638	0	108,487	55,250
Ancillary Income				
F & B Concessions	18,575	0	51,661	8,000
F & B Catering	18,391	0	32,705	3,800
Parking	5,997	0	75,672	4,920
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	1,200	0
Audio Visual	0	0	0	0
Internet Services	0	0	(290)	0
Total Ancillary Income	42,963	0	160,948	16,720
Total Event Income	54,601	0	269,435	71,970



IRVING CONVENTION CENTER
AT LAS COLINAS



Date Distributed: August 16, 2021

Monthly Financial Summary

For Period Ending July 31, 2021

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
July 31, 2021

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	October	November	December	January	February	March	April	May	June	July	August	September	Total	
Event Income														
Direct Event Income														
Rental Income	6,700	58,881	47,350	24,400	82,050	66,975	63,100	134,200	58,963	70,400	123,675	104,975	841,669	
Service Income	1,163	2,200	13,388	1,450	32,912	8,880	13,069	25,633	34,488	18,544	15,250	9,750	176,725	
Service Expenses	(912)	(1,820)	(9,969)	(2,994)	(24,973)	(4,861)	(6,525)	(18,745)	(43,884)	(32,116)	(3,500)	(3,000)	(153,298)	
Total Direct Event Income	6,951	59,261	50,769	22,856	89,989	70,994	69,644	141,088	49,567	56,828	135,425	111,725	865,095	
Ancillary Income														
F & B Concessions	-	-	5,195	4,919	4,287	13,112	11,320	15,286	21,421	7,872	21,500	8,500	113,414	
F & B Catering	-	7,705	24,452	11,352	42,966	27,207	1,870	49,057	128,035	67,156	9,576	327,890	697,266	
Parking: Self Parking	1,432	342	6,851	13,268	6,600	22,264	30,275	24,485	11,715	13,178	39,000	41,500	210,910	
Electrical Services	-	950	300	1,560	750	4,173	4,430	20,980	(755)	9,590	1,500	14,500	57,978	
Audio Visual	-	-	(0)	-	-	-	-	1,007	-	20	-	-	1,027	
Internet Services	-	400	(840)	-	405	255	755	(1,625)	-	1,255	-	-	605	
Total Ancillary Income	1,432	9,397	35,958	31,099	55,008	67,011	48,650	109,190	160,416	99,071	71,576	392,390	1,081,199	
Total Event Income	8,383	68,658	86,727	53,955	144,997	138,005	118,294	250,278	209,983	155,899	207,001	504,115	1,946,295	
Other Operating Income	26,152	21,440	17,278	22,428	41,150	29,661	27,675	34,031	46,119	35,862	36,625	37,625	376,047	
ICVB Operating Subsidy			348,000			350,000		174,375	174,375		348,250		1,395,000	
Adjusted Gross Income	34,535	90,098	452,005	76,382	186,147	517,666	145,969	284,309	430,477	191,761	591,876	541,740	3,542,964	3,866,967
Operating Expenses														
Employee Salaries and Wages	140,680	146,675	157,405	111,514	130,489	151,976	146,611	150,091	152,754	146,470	156,668	156,662	1,747,995	
Benefits	60,444	60,261	61,935	64,201	58,347	53,863	57,515	52,239	51,214	54,701	61,446	61,497	697,663	
Less: Event Labor Allocations	-	(1,755)	(1,880)	(960)	(1,711)	(2,060)	(535)	(2,467)	(6,560)	(5,530)	-	-	(23,458)	
Net Employee Wages and Benefits	201,124	205,181	217,460	174,755	187,125	203,779	203,591	199,863	197,408	195,641	218,114	218,159	2,422,199	
Contracted Services	41,352	37,428	38,674	40,001	37,974	29,978	27,867	28,926	29,067	44,624	53,685	53,685	463,261	
General and Administrative	18,120	35,920	36,120	23,698	14,053	10,284	33,990	13,618	12,557	18,081	24,606	69,799	310,846	
Operations	15,945	10,583	11,742	11,977	12,440	10,812	11,457	15,146	19,366	17,120	18,833	18,833	174,255	
Repair & Maintenance	16,541	22,755	32,712	21,623	24,313	23,496	29,472	10,626	17,399	21,608	23,514	23,514	267,573	
Supplies	5,665	8,613	9,190	8,917	8,924	336	699	5,139	1,212	6,428	8,700	10,500	74,322	
Insurance	6,036	6,036	7,091	6,036	6,036	6,332	6,036	6,036	5,195	6,745	7,544	7,544	76,667	
Utilities	37,290	36,007	40,379	37,169	38,234	36,481	37,435	37,786	43,436	47,538	43,333	43,333	478,421	
Other	(4,826)	(6,777)	(4,256)	2,070	1,789	1,954	951	-	13	19	-	-	(9,063)	
SMG Management Fees	13,750	14,632	17,831	14,866	17,469	16,350	14,749	18,472	28,104	21,010	15,389	34,248	226,870	
Total Operating Expenses	350,997	370,377	406,943	341,112	348,357	339,802	366,247	335,612	353,757	378,813	413,717	479,614	4,485,351	
Net Income (Loss) From Operations	(316,462)	(280,279)	45,062	(264,729)	(162,210)	177,864	(220,278)	(51,303)	76,720	(187,053)	178,159	62,126	(942,387)	(2,337,387)

ASM - Irving Convention Center
Financial Statements Monthly Highlights
For the Month Ending July 31, 2021

	Current Actual	Current Budget	Variance	Prior Year Actual
Attendance	8,370	3,870	4,500	0
Events	12	7	5	0
Event Days	20	19	1	0
Direct Event Income	56,828	173,250	(116,422)	0
Ancillary Income	99,071	189,070	(89,999)	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	155,899	362,320	(206,421)	0
Other Operating Income	35,862	46,625	(10,763)	0
	<hr/>	<hr/>	<hr/>	<hr/>
Adjusted Gross Income	191,761	408,945	(217,184)	0
Indirect Expenses	(378,814)	(495,874)	117,060	0
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income (Loss) From Operations	<u>(187,053)</u>	<u>(86,929)</u>	<u>(100,124)</u>	<u>0</u>

ASM - Irving Convention Center
Financial Statements Year to Date Highlights
For the Ten Months Ending July 31, 2021

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	74,494	57,193	17,301	0
Events	69	58	11	0
Event Days	171	158	13	0
Direct Event Income	617,947	966,839	(348,892)	0
Ancillary Income	617,240	1,475,313	(858,073)	0
Total Event Income	1,235,187	2,442,152	(1,206,965)	0
Other Operating Income	301,797	289,750	12,047	0
Adjusted Gross Income	1,536,984	2,731,902	(1,194,918)	0
Indirect Expenses	(3,592,012)	(4,245,402)	653,390	0
Net Income (Loss) From Operations	(2,055,028)	(1,513,500)	(541,528)	0

ASM - Irving Convention Center
Balance Sheet
July 31, 2021

ASSETS

Current Assets

Cash	\$ 122,290
Accounts Receivable	267,570
Prepaid Assets	6,612
Inventory	56,115
	<hr/>

Total Current Assets		452,587
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Total Assets	\$	452,587
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$ 297,903
Accrued Expenses	299,165
Deferred Income	0
Advance Ticket Sales/Deposits	863,796
Other Current Liabilities	0
	<hr/>

Total Current Liabilities		1,460,864
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Long-Term Liabilities

Long Term Liabilites	0
	<hr/>

Total Long-Term Liabilities		0
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Total Liabilities		1,460,864
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Equity

Net Funds Received	14,187,177
Retained Earnings	(13,140,426)
Net Income (Loss)	(2,055,028)
	<hr/>

Total Equity		(1,008,277)
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Total Liabilities & Equity	\$	452,587
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ASM - Irving Convention Center
Income Statement
For the Ten Months Ending July 31, 2021

	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	70,400	161,000	(90,600)	613,019	903,311	(290,292)	0
Service Revenue	18,544	15,250	3,294	151,726	95,263	56,463	0
Service Expenses	(32,116)	(3,000)	(29,116)	(146,798)	(31,735)	(115,063)	0
Total Direct Event In	56,828	173,250	(116,422)	617,947	966,839	(348,892)	0
Ancillary Income							
F & B Concessions	7,872	8,000	(128)	83,412	83,100	312	0
F & B Catering	67,156	141,920	(74,764)	359,805	1,164,083	(804,278)	0
Parking	13,178	34,150	(20,972)	130,413	165,120	(34,707)	0
Electrical Services	9,590	5,000	4,590	41,978	61,410	(19,432)	0
Audio Visual	20	0	20	1,027	0	1,027	0
Internet Services	1,255	0	1,255	605	1,600	(995)	0
Total Ancillary Inco	99,071	189,070	(89,999)	617,240	1,475,313	(858,073)	0
Total Event Income	155,899	362,320	(206,421)	1,235,187	2,442,152	(1,206,965)	0
OTHER OPERATING INCOME							
Other Income	35,862	46,625	(10,763)	301,797	289,750	12,047	0
Total Other Operatin	35,862	46,625	(10,763)	301,797	289,750	12,047	0
Adjusted Gross Inco	191,761	408,945	(217,184)	1,536,984	2,731,902	(1,194,918)	0
INDIRECT EXPENSES							
Salaries & Wages	146,470	170,192	23,722	1,434,665	1,624,501	189,836	0
Payroll Taxes & Ben	54,701	61,446	6,745	574,719	616,084	41,365	0
Labor Allocations to	(5,530)	0	5,530	(23,458)	0	23,458	0
Net Salaries and Ben	195,641	231,638	35,997	1,985,926	2,240,585	254,659	0
Contracted Services	44,624	55,051	10,427	355,889	486,051	130,162	0
General and Adminis	18,081	50,336	32,255	216,438	227,660	11,222	0
Operating	17,120	35,083	17,963	136,588	222,706	86,118	0
Repairs & Maintenan	21,608	35,514	13,906	220,545	237,174	16,629	0
Operational Supplies	6,428	13,033	6,605	55,124	107,448	52,324	0
Insurance	6,745	7,544	799	61,579	73,932	12,353	0
Utilities	47,538	43,333	(4,205)	391,756	427,508	35,752	0
Other	19	0	(19)	(9,066)	0	9,066	0
ASM Management F	21,010	24,342	3,332	177,233	222,338	45,105	0
Total Indirect Expens	378,814	495,874	117,060	3,592,012	4,245,402	653,390	0

ASM - Irving Convention Center
Income Statement
For the Ten Months Ending July 31, 2021

	Current Month Actual	Current Month Budget	Variance + (-)	Year to Date Actual	Year to Date Budget	Variance + (-)	Year to Date Prior Year
Net Income (Loss)	<u>(187,053)</u>	<u>(86,929)</u>	<u>(100,124)</u>	<u>(2,055,028)</u>	<u>(1,513,500)</u>	<u>(541,528)</u>	<u>0</u>

IRVING CONVENTION CENTER/SMG
Year Over Year Income Comparison
For the Ten Months Ending July 31, 2021

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	70,400	9,900	114,725	122,625	162,500	163,810
F & B Concessions	7,872	844	(2,444)	13,295	8,148	9,165
F & B Catering	67,156	0	31,836	74,413	117,788	116,616
Total Event Income	155,899	10,839	166,369	187,509	274,178	285,801
Total Indirect Expenses	378,814	363,252	536,244	540,128	574,385	628,038

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	613,019	639,064	1,077,192	1,014,481	915,066	1,122,735
F & B Concessions	83,412	101,658	156,442	182,912	127,509	199,070
F & B Catering	359,805	2,383,920	2,819,410	3,025,263	2,637,425	2,526,572
Total Event Income	1,235,187	3,132,369	4,223,088	4,210,228	3,689,263	3,943,766
Total Indirect Expenses	3,592,012	4,939,337	5,348,260	5,529,545	5,035,279	4,783,463

ASM - Irving Convention Center
Monthly Event Income Statement: Assemblies
For the Ten Months Ending July 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	600	0	4,500	700
Events	1	0	4	2
Event Days	1	0	6	4
Direct Event Income				
Rental Income	7,300	0	43,900	31,100
Service Revenue	0	0	11,960	1,000
Service Expenses	(788)	0	(7,215)	0
Total Direct Event Income	<u>6,512</u>	<u>0</u>	<u>48,645</u>	<u>32,100</u>
Ancillary Income				
F & B Concessions	392	0	4,129	2,100
F & B Catering	(92)	0	(469)	0
Parking	0	0	10,135	3,690
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	(695)	0
Total Ancillary Income	<u>300</u>	<u>0</u>	<u>13,100</u>	<u>5,790</u>
Total Event Income	<u>6,812</u>	<u>0</u>	<u>61,745</u>	<u>37,890</u>

ASM - Irving Convention Center
Monthly Event Income Statement: Consumer / Public Shows
For the Ten Months Ending July 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	5,050	400	12,258	12,800
Events	5	2	11	13
Event Days	8	5	26	41
Direct Event Income				
Rental Income	31,100	42,950	80,181	199,311
Service Revenue	16,394	1,750	30,799	9,413
Service Expenses	(19,127)	0	(35,358)	(735)
Total Direct Event Income	28,367	44,700	75,622	207,989
Ancillary Income				
F & B Concessions	5,754	0	20,476	1,500
F & B Catering	14,245	0	29,878	15,200
Parking	13,596	6,150	29,051	16,810
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	9,590	0	16,175	0
Audio Visual	20	0	20	0
Internet Services	1,255	0	2,010	0
Total Ancillary Income	44,460	6,150	97,610	33,510
Total Event Income	72,827	50,850	173,232	241,499

ASM - Irving Convention Center
Monthly Event Income Statement: Conventions
For the Ten Months Ending July 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,200	1,600	21,425	14,600
Events	1	2	3	5
Event Days	1	4	8	15
Direct Event Income				
Rental Income	0	16,350	5,600	39,450
Service Revenue	1,950	1,500	46,990	3,000
Service Expenses	(4,751)	0	(47,823)	0
Total Direct Event Income	(2,801)	17,850	4,767	42,450
Ancillary Income				
F & B Concessions	640	0	2,895	0
F & B Catering	24,278	22,800	117,540	117,496
Parking	(436)	0	(436)	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	0	0
Audio Visual	0	0	0	0
Internet Services	0	0	5	0
Total Ancillary Income	24,482	22,800	120,004	117,496
Total Event Income	21,681	40,650	124,771	159,946

ASM - Irving Convention Center
Monthly Event Income Statement: Meetings
For the Ten Months Ending July 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,470	1,870	6,161	11,793
Events	2	3	22	23
Event Days	7	10	84	57
Direct Event Income				
Rental Income	32,000	26,700	322,788	187,100
Service Revenue	200	1,500	12,668	5,500
Service Expenses	(2,603)	0	(9,857)	0
Total Direct Event Income	29,597	28,200	325,599	192,600
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	22,065	63,720	68,438	343,907
Parking	0	0	1,933	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	8,853	950
Audio Visual	0	0	0	0
Internet Services	0	0	(180)	400
Total Ancillary Income	22,065	63,720	79,044	345,257
Total Event Income	51,662	91,920	404,643	537,857

ASM - Irving Convention Center
Monthly Event Income Statement: Other
For the Ten Months Ending July 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	0	0	10	0
Events	1	0	2	0
Event Days	1	0	2	0
Direct Event Income				
Rental Income	0	0	1,500	0
Service Revenue	0	0	0	0
Service Expenses	(904)	0	(904)	0
Total Direct Event Income	(904)	0	596	0
Ancillary Income				
F & B Concessions	958	0	958	0
F & B Catering	6,660	0	6,417	0
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	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	7,618	0	7,375	0
Total Event Income	6,714	0	7,971	0



ICVB
HOTEL OCCUPANCY TAX COLLECTIONS

IRVING CONVENTION AND VISITORS BUREAU
HOTEL OCCUPANCY TAX
2020 - 2021

LUXURY & FULL SERVICE		OCT 2020	NOV 2020	DEC 2020	Q1: OCT-DEC	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021
1	Atrium Hotel and Suites DFW Airport	2,104.65	1,350.47	1,717.94		1,032.28	2,251.17	3,281.09	3,182.89	4,080.73	3,972.97
2	Dallas Marriott Hotel Las Colinas	8,972.72	6,318.26	5,874.95		8,098.15	10,115.44	14,276.17	16,024.69	21,158.45	24,994.65
3	DFW Airport Hotel & Conference Center	614.34	416.13	613.22		643.01	887.85	2,265.65	2,533.76	0.00	2,973.79
4	DFW Airport Marriott	14,047.23	13,398.13	11,944.64		15,237.63	18,587.13	20,804.58	20,757.66	22,145.56	34,793.48
5	Doubletree by Hilton DFW Airport North	7,090.14	4,387.02	0.00		0.00	0.00	0.00	0.00	0.00	0.00
6	Embassy Suites DFW Airport South	10,012.68	8,754.21	10,204.59		11,835.34	15,714.39	19,798.65	18,469.63	20,216.22	19,920.21
7	Four Seasons Resort & Club	74,294.78	20,807.95	18,699.84		16,747.10	17,133.41	30,537.18	41,673.53	54,965.96	58,583.61
8	Hilton Garden Inn DFW Airport South	4,278.38	3,794.30	2,393.15		4,431.22	6,816.13	9,662.75	8,888.23	11,018.06	10,813.01
9	Hilton Garden Inn Las Colinas	3,534.59	2,088.01	2,655.73		3,820.57	4,269.92	6,736.69	6,847.20	7,765.17	8,388.75
10	Holiday Inn Irving Las Colinas	1,654.54	2,441.05	2,403.20		1,666.45	3,446.42	4,361.44	4,381.55	4,608.90	6,817.67
11	NYLO Las Colinas Tapestry Collection by Hilton	4,807.75	3,172.37	2,726.34		3,575.11	4,672.29	6,344.98	7,379.70	9,585.98	10,266.06
12	Omni Las Colinas Hotel	10,424.47	8,238.86	7,078.09		5,188.86	9,146.00	13,474.53	15,343.37	20,951.82	26,109.27
13	Sheraton DFW Airport Hotel	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
14	Texican Court	5,848.19	4,277.56	4,275.50		4,017.60	4,119.10	6,359.93	8,434.49	9,556.93	9,420.46
15	Westin DFW Airport	8,019.52	4,697.05	5,662.14		5,408.38	3,468.91	closed	4,771.06	13,324.09	21,184.58
TOTAL LUXURY & FULL SERVICE		155,703.98	84,141.37	76,249.33	0.00	81,701.70	100,628.16	137,903.64	158,687.76	199,377.87	238,238.51
16	Westin Irving Convention Center Las Colinas	9,658.90	8,918.25	7,420.36		7,411.83	9,226.96	12,876.23	15,645.56	22,004.80	23,427.56

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 2020	NOV 2020	DEC 2020	Q1: OCT-DEC	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021
1	Comfort Inn DFW Airport North	2,609.71	2,025.07	1,913.42		1,776.65	2,998.35	3,876.05	3,761.47	4,535.05	5,162.82
2	Comfort Suites DFW Airport North	3,171.31	2,368.47	3,105.01		2,703.50	3,458.50	4,222.31	3,572.39	4,421.67	4,692.16
3	Comfort Suites Las Colinas	448.60	426.28	322.50		608.58	750.55	1,121.76	1,130.25	1,446.28	1,466.09
4	Country Inn & Suites by Carlson DFW Airport South	2,029.83	1,474.85	1,746.56		1,208.37	1,586.37	2,716.29	2,404.13	3,013.77	3,075.43
5	Element DFW Airport North	2,567.72	2,166.92	2,000.87		2,650.43	3,645.57	5,801.45	5,913.96	7,247.58	6,615.83
6	Extended Stay America Dallas DFW Airport North	494.65	423.91	1,006.45		1,665.88	1,210.78	2,573.46	2,055.22	2,045.96	2,791.68
7	Extended Stay America Dallas Las Colinas	1,777.48	862.39	1,446.46		1,269.81	1,183.21	1,417.07	2,117.65	2,082.30	1,305.07
8	Extended Stay Deluxe Green Park	953.96	551.80	919.27		740.98	697.61	1,873.02	476.49	1,684.25	1,200.33
9	Extended Stay Deluxe Las Colinas	729.20	475.72	485.83		371.20	661.58	1,523.49	1,184.62	1,382.00	956.75
10	Hawthorne Suites Irving DFW Airport South	585.57	476.79	692.68		524.09	799.51	1,144.27	1,160.91	1,595.58	1,313.33
11	Hawthorne Suites DFW Airport North	2,021.14	1,639.21	2,021.00		2,008.12	1,243.78	closed	closed	closed	closed
12	Holiday Inn Express Hotel & Suites DFW Airport North	1,916.98	1,849.26	2,358.41		2,534.84	2,788.32	4,263.50	3,585.59	3,433.84	6,330.65
13	Holiday Inn Express Hotel & Suites DFW Airport South	2,092.00	1,561.44	1,748.94		1,701.39	3,142.99	5,224.59	4,566.35	5,822.30	6,039.04
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	2,014.92	1,474.14	2,152.44		2,171.23	3,355.19	4,540.48	4,955.85	5,923.26	6,256.16
15	Home Towne Studios Dallas Irving	2,199.98	1,565.12	1,947.78		1,888.00	1,591.16	2,358.83	2,613.48	2,241.40	1,954.08
16	Homewood Suites by Hilton DFW Airport North	3,323.61	2,848.36	2,967.65		3,012.48	3,811.56	4,572.52	5,182.86	4,952.10	5,292.56
17	Homewood Suites by Hilton Las Colinas	7,589.78	5,007.87	4,161.41		3,125.15	1,856.56	6,009.83	5,883.55	0.00	0.00
18	Hyatt House Dallas Las Colinas	3,845.11	1,630.91	4,611.68		2,113.93	4,261.58	4,333.32	0.00	0.00	8,480.99
19	Oakwood Waterwalk Dallas Las Colinas	2,287.60	2,289.07	1,798.33		1,089.97	2,195.74	3,355.22	840.68	2,009.52	2,152.15
20	Residence Inn Dallas DFW Airport North Irving	3,413.20	1,876.10	2,425.20		3,022.72	2,631.24	3,306.36	2,836.03	3,946.05	3,216.74
21	Residence Inn Dallas Las Colinas	4,258.41	3,432.69	4,031.18		3,564.84	4,469.32	5,782.88	6,184.03	5,838.77	5,854.13
22	Sonesta ES Suites Dallas Las Colinas	3,177.28	2,186.73	676.02		1,244.96	2,142.76	3,344.46	3,288.26	2,578.65	3,212.70
23	Sonesta Simply Suites Dallas Las Colinas	1,116.67	758.03	675.78		839.46	395.02	1,631.97	1,859.41	2,162.57	2,005.13
24	Springhill Suites Dallas DFW Airport East Las Colinas	1,402.29	1,329.28	1,408.75		1,388.33	2,450.60	3,492.56	3,069.48	4,964.01	5,674.38
25	Staybridge Suites DFW Airport North	2,839.84	2,472.53	2,586.62		2,947.51	2,384.31	4,815.96	4,096.52	4,538.94	4,072.22
26	TownePlace Suites Dallas DFW Airport North Irving	0.00	0.00	0.00	5,413.33	2,872.14	4,258.45	5,435.14	5,370.92	6,108.64	6,811.29
27	TownePlace Suites Dallas Las Colinas	1,657.23	1,997.10	1,558.83		1,564.81	1,121.99	3,641.45	2,644.10	2,480.53	2,990.26
28	Woodspring Suites Signature	0.00	0.00	0.00	2,494.29	1,141.32	1,660.02	2,874.37	1,707.38	1,594.56	1,884.50
TOTAL ALL SUITE / EXTENDED STAY		60,524.07	45,170.04	50,769.07	7,907.62	51,750.69	62,752.62	95,252.61	82,461.58	88,049.58	100,806.47

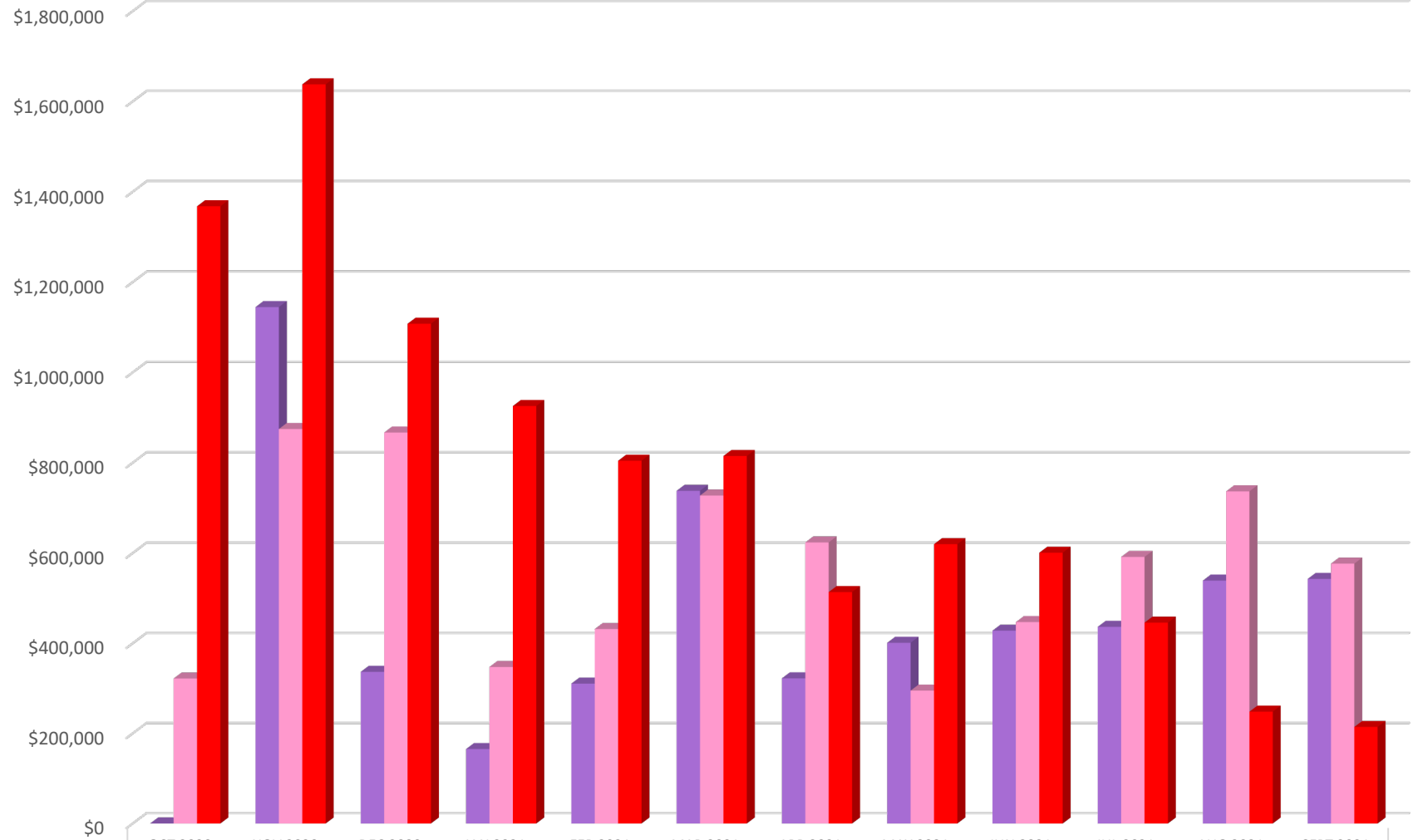
BUDGET SERVICE		OCT 2020	NOV 2020	DEC 2020	Q1: OCT-DEC	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021
1	Arya Inn & Suites	695.41	594.56	481.58		559.46	795.59	1,019.29	800.06	979.13	1,208.19
2	Best Western Irving Inn & Suites DFW South	2,587.95	2,325.97	2,494.69		2,561.43	1,836.32	3,190.65	4,199.56	4,577.10	4,714.17
3	Budget Inn & Suites	79.94	31.82	33.63		46.46	92.06	90.35	91.03	91.20	87.58
4	Budget Suites of America Las Colinas	0.00	0.00	0.00	2,300.73	22.56	1,422.40	558.21	1,882.54	686.15	538.51
5	Clarion Inn & Suites	1,486.65	1,006.81	999.23		1,218.74	2,902.99	2,697.04	2,614.67	3,908.18	3,872.59
6	Crossroads Hotel & Suites	926.95	783.14	354.91		743.36	826.00	901.06	1,257.48	1,297.00	1,150.84
7	Days Inn	2,742.91	2,226.42	2,342.59		2,240.56	3,322.14	3,963.61	3,499.06	3,951.24	3,527.40
8	Days Inn DFW Airport North	2,926.49	2,191.26	1,780.51		1,926.47	2,698.62	3,975.66	3,435.65	4,667.35	4,711.66
9	Delux Inn	622.90	538.10	452.94		356.90	553.88	747.11	757.91	858.68	822.55
10	Delux Suites Motel	160.29	123.98	52.58		65.98	54.77	69.85	69.05	85.39	103.46
11	Gateway Inn	509.18	371.64	375.09		317.12	377.71	566.92	648.57	605.34	673.74
12	Magnuson Extended Stay & Suites Airport Hotel	1,180.07	1,104.81	1,105.01		1,359.90	1,443.10	2,358.22	1,648.98	1,588.89	1,794.62
13	Motel 6 Dallas DFW South	1,346.43	1,214.36	1,026.93		1,368.43	1,504.29	1,640.69	1,594.88	1,950.45	1,860.91
14	Motel 6 Dallas Irving	1,933.16	1,666.13	2,013.60		2,134.74	2,133.88	2,723.02	2,999.98	3,235.04	3,029.43
15	Motel 6 DFW North	1,577.78	1,633.80	1,780.31		1,544.13	2,201.63	2,808.70	2,418.61	3,067.39	3,321.96
16	Motel 6 Irving Loop 12	909.07	793.11	727.35		728.41	747.09	1,018.09	1,051.05	1,106.15	1,004.57
17	OYO Hotel DFW Airport South	2,034.44	1,539.01	1,962.14		2,143.55	2,051.88	2,724.87	2,651.06	2,317.74	2,261.31
18	OYO Hotel DFW Airport North	0.00	0.00	0.00		0.00	124.97	234.44	0.00	0.00	0.00
19	Quality Inn & Suites DFW Airport South	798.30	580.48	684.92		813.98	972.92	2,075.04	1,955.04	2,621.85	2,962.62
20	Red Roof Inn Dallas DFW Airport North	0.00	0.00	0.00	12,100.20	3,876.72	3,494.39	4,787.59	4,773.12	5,101.02	4,951.60
21	Studio 6 / Motel 6 DFW Airport East	2,094.60	1,880.73	1,924.57		2,154.89	2,138.45	4,071.36	2,965.81	3,030.99	3,621.36
22	Super 8 Hotel DFW South	1,230.68	999.82	1,098.61		1,153.44	1,752.40	2,035.81	2,384.91	2,702.30	2,778.36
23	Super 8 Motel DFW North	1,376.26	798.10	1,041.94		1,396.24	1,356.02	1,594.18	1,968.81	2,682.09	2,892.65
TOTAL BUDGET SERVICE		27,219.46	22,404.05	22,733.13	14,400.93	28,733.47	34,803.50	45,851.76	45,667.83	51,110.67	51,890.08

LIMITED SERVICE		OCT 2020	NOV 2020	DEC 2020	Q1: OCT-DEC	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021
1	aLoft Las Colinas	3,011.24	2,055.77	2,132.88		2,347.38	1,743.46	4,924.33	5,126.42	6,529.87	8,012.61
2	Best Western Plus DFW Airport Suites North	2,261.03	1,566.26	1,738.27		1,903.10	3,225.23	4,257.74	4,085.94	4,606.22	4,742.29
3	Courtyard Dallas DFW Airport North Irving	4,151.82	3,201.29	3,453.65		3,860.93	6,243.18	9,047.74	8,571.88	10,311.39	12,613.70
4	Courtyard Dallas DFW Airport South Irving	3,512.83	2,182.55	3,126.66		2,134.99	3,007.01	5,994.13	5,878.73	7,685.74	10,936.27
5	Courtyard Dallas Las Colinas	1,819.43	2,439.12	2,418.13		2,898.25	4,044.69	5,256.76	4,253.01	5,628.11	7,642.90
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	3,421.96	2,680.91	4,314.62		4,039.52	4,336.70	5,740.05	5,364.62	6,673.83	7,101.31
7	Fairfield Inn & Suites Dallas Las Colinas	0.00	0.00	0.00	644.67	0.00	0.00	4,734.32	0.00	0.00	12,352.29
8	Fairfield Inn Dallas DFW Airport North Irving	closed	closed	closed		closed	closed	closed	closed	closed	closed
9	Hampton Inn Dallas Irving Las Colinas	2,894.26	1,795.53	1,485.40		2,505.26	2,991.80	4,598.54	5,488.30	6,667.29	6,533.37
10	Home2 Suites by Hilton DFW Airport North	4,083.85	3,278.44	3,284.21		3,896.09	5,142.28	6,656.50	6,539.69	7,539.93	7,522.32
11	Home2 Suites by Hilton DFW Airport South Irving	5,624.70	4,888.82	3,367.53		4,543.52	4,844.34	7,434.46	5,820.67	6,636.03	6,733.95
12	Hyatt Place Dallas Las Colinas	0.00	0.00	5,236.41		0.00	0.00	8,988.66	4,028.31	5,349.06	6,340.99
13	Jefferson Street Bed & Breakfast Inn	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
14	La Quinta Inn & Suites DFW Airport North	3,827.38	4,209.23	1,032.28		4,422.23	5,281.12	2,569.18	6,148.82	0.00	2,782.26
15	La Quinta Inn & Suites DFW Airport South	2,472.14	2,035.75	2,211.31		3,191.32	5,017.02	6,599.31	4,653.07	0.00	7,955.29
16	La Quinta Inn Hotel & Suites Las Colinas	0.00	0.00	0.00	3,721.06	2,198.62	3,199.40	3,749.00	3,748.38	4,512.34	4,761.80
17	Quality Inn & Suites DFW Airport	2,103.72	1,788.98	1,934.92		2,219.85	2,091.87	3,534.24	3,687.20	4,639.69	5,478.11
18	Residence Inn Dallas DFW Airport South Irving	4,038.81	3,872.00	3,918.98		4,027.49	4,364.00	7,251.67	5,529.36	4,599.72	6,573.27
19	Wingate Inn by Wyndham Dallas Las Colinas	2,535.59	1,551.55	2,324.05		2,111.72	2,702.89	3,248.48	3,534.43	3,308.42	4,240.70
20	Wingate Inn by Wyndham DFW Airport North	922.57	1,068.24	1,868.22		1,215.38	2,076.00	3,243.73	0.00	3,810.71	4,239.12
TOTAL LIMITED SERVICE		46,681.33	38,614.44	43,847.52	4,365.73	47,515.65	60,310.99	97,828.84	82,458.83	88,498.35	126,562.55

TOTAL SHORT TERM RENTALS		1,947.58	1,627.32	3,487.37	n/a	3,163.99	3,036.39	4,706.90	4,405.96	5,269.96	4,640.18
Number of locations		9	6	53		40	45	44	46	47	43

[illegible]

Irving Convention and Visitors Bureau
FY21 Cash Flow
July 2021



	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	JUL 2021	AUG 2021	SEPT 2021
REVENUE	\$225	\$1,144,728	\$336,793	\$165,335	\$310,625	\$737,871	\$322,317	\$401,187	\$428,145	\$436,691	\$539,060	\$542,723
EXPENSES	\$321,914	\$874,763	\$866,901	\$347,540	\$431,758	\$727,395	\$623,641	\$295,060	\$447,171	\$591,440	\$736,676	\$576,623
ENDING CASH	\$1,367,964	\$1,637,929	\$1,107,821	\$925,616	\$804,483	\$814,959	\$513,635	\$619,762	\$600,736	\$445,987	\$248,371	\$214,471

REVENUE EXPENSES ENDING CASH

<u>Category</u>	<u>Governing Language</u>	<u>Addl Governing Language</u>	<u>Item Requested</u>	<u>Detail/Description</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>Q1 FY 24-25</u>
ICC - Facility	T-FAQ 2.1		Plexiglass	Screens for Mobile Bars	\$7,485.00				
ICC - Facility	T-FAQ 2.1		Plexiglass	Tabletop screens for board & meeting rooms	\$5,975.00				
ICC - Facility	T-FAQ 2.1		Plexiglass	Add'l Tabletop screens for board & meeting rooms	\$5,975.00				
ICC - Facility	T-FAQ 2.1		Polycarbonate Plate Covers	10" round plate covers for safe food service for pre-set		\$16,747.50			
ICC - Facility	T-FAQ 2.1		Plexiglass	Screens for podiums		\$3,500.00			
ICC - Facility	T-FAQ 2.1		F&B Plastic Containers	Safe food service packaging "box meals"	\$3,500.00	\$20,000.00			
ICC - Facility	T-FAQ 2.1		Hand Sanitizer packets for F&B	Safe food presentation		\$5,000.00			
ICC - Facility	T-FAQ 2.1		Clorox 360 Disinfectant	Disinfectant cleaner		\$10,081.00			
ICC - Facility	T-FAQ 2.1		Paper Covers for glassware	Safe beverage service for pre-set	\$5,300.00	\$10,000.00			
ICC - Facility	T-FAQ 2.1		Splash Shields	Reusable facial splash shields	\$1,000.00	\$3,420.00			
ICC - Facility	T-FAQ 2.1		Protective goggles	For employee safety during chemical spraying	\$365.00	\$365.00			
ICC - Facility	T-FAQ 2.1		Barrier Gowns - Disposable	For employee safety during chemical spraying	\$5,502.00	\$5,502.00			
ICC - Facility	T-FAQ 2.1		Gloves	Chemical resistant gloves	\$2,110.00	\$2,110.00			
ICC - Facility	T-FAQ 2.1		Disposable Respirator Mask	For employee safety during chemical spraying & cleaning	\$4,988.00	\$4,988.00			
ICC - Facility	T-FAQ 2.1		Nitrile Gloves	For employee safety - cleaning/f&b		\$16,500.00			
ICC - Facility	RRF		Paper products	Resupply paper goods - kitchens & restrooms	\$5,000.00	\$20,000.00			
ICC - Facility	T-FAQ 6.6	RRF	IT Modernization	Detail on separate worksheet		\$341,905.71			
ICC - Facility	T-FAQ 2.1		Meeting Owl Pro	For Hybrid Meetings	\$1,998.00				
ICC - Facility	RRF		Marquee Sign replacement	Replace/enlarge marquee sign on 114 entrance		\$500,000.00			
ICC - Facility	RRF		Landscaping	Repair & replacement from storm damage	\$20,000.00	\$100,000.00			
ICC - Facility	RRF		Capital Improvement Needs	See 20-year plan		\$882,000.00	\$693,000.00	\$609,000.00	\$225,000.00
ICC - Facility	RRF		Chillers	Restore service levels	\$12,231.00				
ICC - Facility	RRF		Landscaping Services	Restore service levels	\$5,400.00				
ICC - Facility	RRF		HVAC - Controls	Entech contract - restore service levels		\$52,000.00	\$52,000.00	\$52,000.00	
ICC - Facility	RRF		HVAC - Mechanical	Dynaten - Restore service levels	\$3,300.00				
ICC - Facility	T-FAQ 6.6	RRF	Switchgear testing	Conduct 5-year testing, clean & torque	\$50,000.00				
ICC - Facility	T-FAQ 6.6	RRF	Generator & Assessment	Maintain full operations in emergency (i.e., Ercot)		\$200,000.00	\$2,000,000.00		
ICC - Facility	RRF		Refrigerated Truck	Off-site sales/catering to generate addl revenues		\$150,000.00			
ICC - Facility	RRF		Marquee Sign replacement	Replace marquee sign at front of building		\$150,000.00			

ICC - Operations	RRF		Operating shortfall	Operating shortfall	\$1,435,000.00	\$1,395,000.00	\$1,395,000.00	\$1,395,000.00	
ICC - Operations	RRF		Management Fee	Convention center management fee		\$280,863.00	\$295,000.00	\$315,000.00	
ICC - Operations	RRF		Management Incentive (Contractual)	Convention center management incentive based on performance	\$150,000.00	\$280,863.00	\$295,000.00	\$315,000.00	
ICC - Operations	RRF		Security Staffing	Reinstate full security coverage	\$66,000.00				
ICC - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Staffing	Reinstate 5 furloughed positions	\$47,000.00				
ICC - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Event Staffing	Provide addl event set up & concessions staffing	\$25,000.00				
ICC - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Crosswalk between ICC/Westin	Levy Plaza type crosswalk		\$25,000.00			
ICC - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Add'l Credit Card Machines	To shift to cashless for concessions operations	\$3,600.00				
ICC - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Host SISO Meeting	Society of Independent Show Organizers			\$100,000.00		
ICC - Operations	RRF		Staff Training			\$15,000.00	\$15,000.00	\$15,000.00	
ICC - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Sales Travel		\$5,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
ICC - Operations	T-FAQ 6.6	RRF	IT Modernization	Detail on separate worksheet		\$327,966.80			
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	TABC Licenses	To license ICVB staff to supplement ICC staff at events	\$200.00				
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Professional Development	General Industry Training		\$25,000.00	\$25,000.00	\$25,000.00	\$5,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Memberships		\$5,000.00	\$16,555.00	\$25,000.00	\$25,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	NYC-DC Joint Media Marketing Mission			\$75,000.00	\$75,000.00	\$75,000.00	
ICVB - Operations	RRF		COI Administrative Fee	Costs for utilization of city services (4%)	\$259,600.00	\$166,400.00	\$250,000.00	\$350,000.00	
ICVB - Operations	RRF		Operating costs	Operating costs necessitating internal loan	\$500,000.00				
				Provided detailed and Irving-specific hotel tax projection study					
ICVB - Operations	T-FAQ 2.5		Hotel tax projection study	projection study	\$10,000.00	\$20,000.00			
ICVB - Operations	T-FAQ 2.5		Strategic Plan Update		\$10,000.00				
ICVB - Operations	T-FAQ 2.5		TPID Consultant			\$75,000.00			
ICVB - Operations	T-FAQ 2.5		Source Strategies Reports			\$1,000.00	\$1,000.00	\$1,000.00	
ICVB - Operations	T-FAQ 2.5		STR Reports			\$17,000.00	\$17,000.00	\$17,000.00	
ICVB - Operations	T-FAQ 2.5		Air DNA Reports			\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
ICVB - Operations	T-FAQ 2.5		Y-drink Reports			\$350.00	\$350.00	\$350.00	\$350.00
ICVB - Operations	T-FAQ 2.5		Lobbyist	2023 Texas Legislative Session			\$25,000.00		
ICVB - Operations	T-FAQ 2.5		Hotel Data Conference			\$5,000.00	\$5,000.00	\$5,000.00	
ICVB - Operations	T-FAQ 2.5		Texas Hotel & Lodging Association Partnership			\$47,800.00	\$50,000.00	\$50,000.00	\$50,000.00
ICVB - Operations	T-FAQ 2.9		LiveNation	ICVB - 8 Seat Licenses/Box		\$90,000.00	\$90,000.00	\$90,000.00	
ICVB - Operations	T-FAQ 6.6	RRF	Microsoft & Adobe Licenses			\$40,000.00	\$40,000.00	\$40,000.00	
ICVB - Operations	T-FAQ 6.6	RRF	IT Contractor Support			\$60,000.00	\$60,000.00	\$60,000.00	
ICVB - Operations	RRF		Professional Development	Industry/Organizational Leadership in Trying Times		\$10,000.00	\$10,000.00	\$10,000.00	
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Professional Development	Diversity, Equity & Inclusion for Destinations		\$15,000.00	\$15,000.00	\$15,000.00	
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Professional Development	Team Re-Building After Disruption	\$5,000.00	\$15,000.00	\$20,000.00		
ICVB - Operations	RRF		Professional Development	Certification required training	\$3,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
ICVB - Operations	RRF		Professional Development	GFOAT		\$1,500.00	\$1,500.00	\$1,500.00	
ICVB - Operations	RRF		Professional Development	MUNIS/Tyler Technologies		\$3,500.00	\$3,500.00	\$3,500.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Volunteer Visitor Info Center		\$2,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$2,000.00
ICVB - Operations	T-FAQ 2.5		Hotel Guest/Eco Impact Study			\$60,000.00	\$60,000.00	\$60,000.00	
ICVB - Operations	T-FAQ 6.6	RRF	IT Modernization	See attached		\$186,570.00			
ICVB - Operations	T-FAQ 2.5		Adara	Predictive traveler intelligence & analytics		\$30,000.00	\$30,000.00	\$30,000.00	
ICVB - Operations	T-FAQ 2.5		Meltwater	Clippings data		\$14,550.00	\$14,550.00	\$14,550.00	
ICVB - Operations	T-FAQ 2.5		Digital Asset Management			\$10,000.00	\$10,000.00	\$10,000.00	
ICVB - Operations	T-FAQ 2.5		Contract Digital Media Buyer			\$75,000.00	\$75,000.00	\$75,000.00	
ICVB - Operations	T-FAQ 2.5		Brand Development/Study				\$275,000.00		
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5, 6.1	Simpleview Annual Agreement	CRM & CMS Systems		\$275,000.00	\$275,000.00	\$275,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Contract Digital Content Creator/s		\$3,500.00	\$45,000.00	\$47,500.00	\$50,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	South by Southwest			\$75,000.00	\$75,000.00	\$75,000.00	
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.1	Surveyor Magazine	1/x year minimum		\$75,000.00	\$75,000.00	\$75,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Advertising Agency Resources		\$50,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$50,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Year-Round Digital Content Promotion		\$3,500.00	\$20,000.00	\$20,000.00	\$20,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Media Advertising	Traditional Media - Trades etc.	\$30,000.00	\$500,000.00	\$400,000.00	\$200,000.00	\$30,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Digital Campaigns	Leisure, Meetings, OTA, Hotel Re-Marketing	\$100,000.00	\$400,000.00	\$400,000.00	\$400,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Micro-Campaigns	Music & Events		\$200,000.00	\$200,000.00	\$200,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Public Relations Agency		\$12,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$12,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Website Redesign/Site Merges			\$100,000.00			

ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Contract Writers/Bloggers/Influencers	\$5,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Social Media Paid Advertising	\$7,500.00	\$40,000.00	\$40,000.00	\$40,000.00	
ICVB - Operations	T-FAQ 3.3	T-FAQ 2.3, 2.5, 2.5	ICC Event-Specific Micro Campaigns	\$10,000.00	\$100,000.00	\$100,000.00	\$100,000.00	
ICVB - Operations	T-FAQ 3.3	T-FAQ 2.3, 2.5, 2.5	Photography	\$5,000.00	\$50,000.00	\$50,000.00	\$50,000.00	
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Irving Hospitality Industry Annual Meeting		\$90,000.00	\$90,000.00	\$90,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Threshold 360		\$38,000.00	\$38,000.00	\$38,000.00	\$10,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Search Engine Marketing		\$50,000.00	\$50,000.00	\$50,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Search Engine Optimization		\$50,000.00	\$50,000.00	\$50,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Irving Hospitality Industry 50th Anniversary		\$10,000.00	\$40,000.00		
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Irving Marathon		\$10,000.00	\$10,000.00	\$10,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Event Sponsorships		\$100,000.00	\$100,000.00	\$100,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	CVENT		\$55,000.00	\$55,000.00	\$55,000.00	
ICVB - Operations	T-FAQ 2.5		Event Economic Impact Calculator	\$7,725.00	\$7,725.00	\$7,725.00	\$7,725.00	
ICVB - Operations	T-FAQ 2.5		EmpowerMINT Database	\$10,400.00	\$10,400.00	\$10,400.00	\$10,400.00	
ICVB - Operations	T-FAQ 2.5		TxMET Database	\$750.00	\$750.00	\$750.00	\$750.00	
ICVB - Operations	T-FAQ 2.5		Database Contractor	\$3,500.00	\$15,000.00	\$15,000.00	\$15,000.00	
ICVB - Operations	T-FAQ 2.5		E-Auto Feedback		\$2,700.00	\$2,700.00	\$2,700.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Contract Sales Manager	\$5,000.00	\$60,000.00	\$63,000.00	\$65,000.00	
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Host TSAE Annual Meeting	\$10,000.00	\$75,000.00			
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Bid Fees		\$50,000.00	\$100,000.00	\$100,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Hosting Rights		\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Business Development Incentive Progr	\$25,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$25,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Sales Travel/Trade Shows	\$20,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$25,000.00
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Client Entertaining, Site Visits	\$5,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$5,000.00
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Host Client/Industry Assn Events		\$50,000.00	\$50,000.00	\$50,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Austin Client Familiarization Tour		\$35,000.00	\$35,000.00	\$35,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Austin Market Client Events	\$5,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$5,000.00
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Convention Services Staffing	\$2,500.00	\$15,400.00	\$15,400.00	\$15,400.00	\$2,500.00
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Convention Services Collateral	\$10,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$10,000.00
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Convention Services Promotional Items	\$5,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$5,000.00
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Convention Services Uniforms	\$5,000.00	\$5,000.00			
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Trade Show Uniforms	\$5,000.00	\$10,000.00			
ICVB - Operations	RRF	T-FAQ 2.3, 2.5, 2.5	Meet The Bureau/Irving Industry Forum	\$5,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
ICVB - Operations	T-FAQ 2.9	T-FAQ 2.3, 2.5	Hosting Rights & Associated Event Cost Site Selectors Guild, Consultant Connect		\$75,000.00	\$75,000.00	\$75,000.00	
				\$3,017,904.00	\$10,215,012.01	\$10,204,375.00	\$7,604,875.00	\$714,850.00

IRVING CONVENTION AND VISITORS BUREAU
2021 - 2022 PROPOSED BUDGET
GENERAL FUND

ACCOUNT DESCRIPTION	17-18 ACTUALS	18-19 ACTUALS	19-20 ACTUALS	20-21 REVISED BUDGET	20-21 PROJECTED ACTUALS	21-22 PROPOSED BUDGET
REVENUE						
HOTEL/MOTEL TAX	8,400,785	8,593,595	4,921,010	6,490,005	4,131,270	5,397,466
PERCENT CHANGE	-	2.30%	-42.74%	31.88%	-36.34%	30.65%
CHARGES FOR SERVICES						
MAJOR EVENTS TRUST FUND	9,622	0	0	0	51,458	30,000
INVESTMENT INCOME	32,771	25,657	7,011	4,995	600	3,000
MISCELLANEOUS	24,911	13,938	49,632	5,000	0	0
TRANSFERS IN						
RECEIPTS FROM ARPA	0	0	0	0	2,691,439	7,396,345
TRSF FROM CITY OF IRVING	0	0	0	1,000,000	500,000	0
TRSF FROM ICVB RESERVE	0	0	1,307,800	0	0	0
TRSF FROM ICVB COMPUTER REPL	0	0	245,600	0	0	0
TRSF FROM ICVB CONV CENTER	0	0	298,000	0	0	0
TOTAL TRANSFERS IN	0	0	1,851,400	1,000,000	3,191,439	7,396,345
TOTAL REVENUE	8,468,089	8,633,190	6,829,053	7,500,000	7,374,767	12,826,811
PERCENT CHANGE	-	1.95%	-20.90%	9.82%	-1.67%	73.93%
EXPENDITURES						
OPERATING						
SALARIES	2,117,945	2,285,655	2,277,257	2,491,575	2,403,093	2,617,580
BENEFITS	579,622	598,041	636,918	673,552	653,814	701,288
SUPPLIES	33,418	32,674	41,597	39,455	32,050	31,488
BUILDING MAINTENANCE	0	0	10,955	0	0	0
UTILITIES (COMMUNICATIONS)	20,040	21,055	18,796	26,400	25,050	26,100
OUTSIDE SERVICES	1,885,088	1,743,219	1,241,875	1,670,586	1,260,716	3,489,568
TRAVEL - TRAINING - DUES	546,221	590,348	407,105	310,900	59,895	610,500
CLAIMS AND INSURANCE	58,307	58,307	58,307	58,307	58,307	58,307
MISCELLANEOUS EXPENSES	1,194,749	1,245,302	524,350	829,550	182,720	1,307,300
COMPUTERS / SOFTWARE	0	0	0	0	0	186,353
TOTAL OPERATING	6,435,390	6,574,601	5,217,160	6,100,325	4,675,645	9,028,484
PERCENT CHANGE	-	2.16%	-20.65%	16.93%	-23.35%	93.10%

ACCOUNT DESCRIPTION	17-18 ACTUALS	18-19 ACTUALS	19-20 ACTUALS	20-21 REVISED BUDGET	20-21 PROJECTED ACTUALS	21-22 PROPOSED BUDGET
NON-OPERATING						
ADMIN COST REIMBURSEMENT	336,031	343,744	196,840	259,600	166,400	215,898
CLAIMS AND INSURANCE	79,738	79,738	79,738	79,738	79,738	79,738
PROPERTY MANAGEMENT SERVICES	1,089,719	1,080,958	1,437,641	1,395,000	2,508,000	1,395,000
SMG MANAGEMENT INCENTIVE	154,788	89,007	46,446	165,877	75,000	283,863
TOTAL NON-OPERATING	1,660,276	1,593,447	1,760,665	1,900,215	2,829,138	1,974,499
PERCENT CHANGE	-	-4.03%	10.49%	7.93%	48.89%	-30.21%
TRANSFERS OUT						
TRSF TO ICVB RESERVE	200,000	125,000	0	0	0	500,000
TRSF TO ICC RESERVE / CIP	1,215,249	705,281	0	100,000	100,000	363,000
TRSF TO CITY OF IRVING	0	0	0	0	500,000	0
TOTAL TRANSFERS OUT	1,415,249	830,281	0	100,000	600,000	863,000
TOTAL EXPENDITURES	9,510,915	8,998,329	6,977,825	8,100,540	8,104,783	11,865,983
PERCENT CHANGE	-	-5.39%	-22.45%	16.09%	0.05%	46.41%
BEGINNING FUND BALANCE	3,748,152	2,705,326	2,340,187	1,265,206	2,191,415	1,461,399
REVENUES	8,468,089	8,633,190	6,829,053	7,500,000	7,374,767	12,826,811
EXPENDITURES	(9,510,915)	(8,998,329)	(6,977,825)	(8,100,540)	(8,104,783)	(11,865,983)
ENDING FUND BALANCE	2,705,326	2,340,187	2,191,415	664,666	1,461,399	2,422,227

IRVING CONVENTION AND VISITORS BUREAU
2021 - 2022 PROPOSED BUDGET
GENERAL FUND DEPARTMENTAL BUDGETS

ACCOUNT DESCRIPTION	FUNDED BY HOTEL TAX				FUNDED BY ARPA		
	FINANCE AND ADMINISTRATION	SALES AND SERVICES	MARKETING AND COMMUNICATIONS	CONVENTION CENTER	TOTAL HOT TAX BUDGET	ARPA BUDGET	TOTAL BUDGET
N1 - SALARIES							
SUPERVISION	411,033	179,383	180,018	0	770,434	0	770,434
EXEMPT	307,344	696,670	366,414	0	1,370,428	0	1,370,428
NON-EXEMPT	98,816	52,884	58,608	0	210,308	0	210,308
PART-TIME	0	0	0	0	0	19,400	19,400
OVERTIME	0	0	0	0	0	0	0
SPECIAL PAY	0	1,800	0	0	1,800	0	1,800
INCENTIVE PAY	22,402	23,489	13,780	0	59,671	0	59,671
ICVB INCENTIVE PAY	0	150,000	0	0	150,000	0	150,000
PAY PLAN	35,539	0	0	0	35,539	0	35,539
TOTAL SALARIES	839,595	1,104,226	618,820	0	2,598,180	19,400	2,617,580
N2 - BENEFITS							
LIFE INSURANCE	578	698	420	0	1,696	0	1,696
PPO INSURANCE	79,621	98,344	57,586	0	235,551	0	235,551
UNEMPLOYMENT TAXES	1,008	4,464	720	0	6,192	0	6,192
MEDICARE	11,849	15,868	8,773	0	36,490	0	36,490
TMRS	118,656	156,662	87,852	0	363,170	0	363,170
SBP	16,916	22,334	12,524	0	51,774	0	51,774
PARS 457	0	0	0	0	0	0	0
BENEFITS PLAN	6,415	0	0	0	6,415	0	6,415
TOTAL BENEFITS	228,628	298,370	167,875	0	701,288	0	701,288
N4 - SUPPLIES							
OFFICE SUPPLIES	1,800	950	950	0	3,700	0	3,700
POSTAGE	500	250	250	0	1,000	0	1,000
SUBSCRIPTIONS-PUBLICATIONS	4,025	0	1,270	0	5,295	21,493	26,788
TOTAL SUPPLIES	6,325	1,200	2,470	0	9,995	21,493	31,488
O1 - UTILITIES							
COMMUNICATIONS	9,500	10,600	6,000	0	26,100	0	26,100
TOTAL UTILITIES	9,500	10,600	6,000	0	26,100	0	26,100
O3 - OUTSIDE SERVICES							
PROFESSIONAL SERVICES	10,000	10,000	10,000	0	30,000	3,132,401	3,162,401
MARKETING/SALES RESOURCES	0	2,100	10,280	0	12,380	33,000	45,380
POSTAGE EQUIPMENT RENTAL	2,650	0	0	0	2,650	0	2,650
MEDIA ADVERTISING	0	0	0	0	0	560,000	560,000
PROPERTY MGMT SERVICES	0	0	0	0	0	1,395,000	1,395,000
FREIGHT	1,000	1,000	1,000	0	3,000	0	3,000
TOTAL OUTSIDE SERVICES	13,650	13,100	21,280	0	48,030	5,120,401	5,168,431

ACCOUNT DESCRIPTION	FUNDED BY HOTEL TAX				FUNDED BY ARPA		
	FINANCE AND ADMINISTRATION	SALES AND SERVICES	MARKETING AND COMMUNICATIONS	CONVENTION CENTER	TOTAL HOT TAX BUDGET	ARPA BUDGET	TOTAL BUDGET
O4 - TRAVEL/TRAINING/DUES							
TRAVEL AND TRAINING	10,000	10,000	5,000	0	25,000	535,000	560,000
MILEAGE REIMBURSEMENT	500	1,500	500	0	2,500	0	2,500
MEMBERSHIP AND DUES	18,000	5,000	0	0	23,000	25,000	48,000
TOTAL TRAVEL/TRAINING/DUES	28,500	16,500	5,500	0	50,500	560,000	610,500
O5 - CLAIMS AND INSURANCE							
INSURANCE	58,307	0	0	79,738	138,045	0	138,045
TOTAL CLAIMS AND INSURANCE	58,307	0	0	79,738	138,045	0	138,045
O7 - MISCELLANEOUS EXPENSES							
ADM COST REIMBURSEMENT	0	0	0	0	0	215,898	215,898
CONVEN SERVICES MATERIALS	0	0	0	0	0	90,000	90,000
SPONSORSHIPS/PARTNERSHIPS	0	0	0	0	0	127,800	127,800
BUSINESS DEV INCENTIVE PROG	0	0	0	0	0	500,000	500,000
LOCAL PROGRAMS-PROMOTIONS	24,500	7,000	3,000	0	34,500	550,000	584,500
ICVB VOLUNTEER PROGRAM	0	0	0	0	0	5,000	5,000
TOTAL MISCELLANEOUS EXPENSES	24,500	7,000	3,000	0	34,500	1,488,698	1,523,198
P5 - TRANSFERS OUT							
TRSF TO ICVB RESERVE	500,000	0	0	0	500,000	0	500,000
TRSF TO ICC RESERVE / CIP	0	0	0	363,000	363,000	0	363,000
TRSF TO CITY OF IRVING	0	0	0	0	0	0	0
TOTAL TRANSFERS OUT	500,000	0	0	363,000	863,000	0	863,000
P1 - COMPUTERS / SOFTWARE	0	0	0	0	0	186,353	186,353
TOTAL	1,709,005	1,450,996	824,945	442,738	4,469,638	7,396,345	11,865,983
% OF TOTAL BUDGET	14.40%	12.23%	6.95%	3.73%	37.67%	62.33%	100.00%

IRVING CONVENTION AND VISITORS BUREAU
2021 - 2022 PROPOSED BUDGET
ACCOUNTS FUNDED BY ARPA

ACCOUNT DESCRIPTION	GENERAL FUND	ICC RESERVE / CIP FUND	TOTAL ARPA
N1 - SALARIES			
SUPERVISION	0	0	0
EXEMPT	0	0	0
NON-EXEMPT	0	0	0
PART-TIME	19,400	0	19,400
OVERTIME	0	0	0
SPECIAL PAY	0	0	0
INCENTIVE PAY	0	0	0
ICVB INCENTIVE PAY	0	0	0
TOTAL SALARIES	19,400	0	19,400
N2 - BENEFITS			
LIFE INSURANCE	0	0	0
PPO INSURANCE	0	0	0
UNEMPLOYMENT TAXES	0	0	0
MEDICARE	0	0	0
TMRS	0	0	0
SBP	0	0	0
PARS 457	0	0	0
TOTAL BENEFITS	0	0	0
N4 - SUPPLIES			
OFFICE SUPPLIES	0	0	0
SAFETY SUPPLIES	0	91,294	91,294
OTHER SUPPLIES	0	23,500	23,500
POSTAGE	0	0	0
SUBSCRIPTIONS-PUBLICATIONS	21,493	0	21,493
TOTAL SUPPLIES	21,493	114,794	136,287
O1 - UTILITIES			
COMMUNICATIONS	0	0	0
TOTAL UTILITIES	0	0	0

ACCOUNT DESCRIPTION	GENERAL FUND	ICC RESERVE / CIP FUND	TOTAL ARPA
O3 - OUTSIDE SERVICES			
PROFESSIONAL SERVICES	3,132,401	252,000	3,384,401
MARKETING/SALES RESOURCES	33,000	0	33,000
POSTAGE EQUIPMENT RENTAL	0	0	0
MEDIA ADVERTISING	560,000	0	560,000
PROPERTY MGMT SERVICES	1,395,000	0	1,395,000
LANDSCAPE MAINTENANCE	0	100,000	100,000
TOTAL OUTSIDE SERVICES	5,120,401	352,000	5,472,401
O4 - TRAVEL/TRAINING/DUES			
TRAVEL AND TRAINING	535,000	35,000	570,000
MILEAGE REIMBURSEMENT	0	0	0
MEMBERSHIP AND DUES	25,000	0	25,000
TOTAL TRAVEL/TRAINING/DUES	560,000	35,000	595,000
O5 - CLAIMS AND INSURANCE			
INSURANCE	0	0	0
TOTAL CLAIMS AND INSURANCE	0	0	0
O7 - MISCELLANEOUS EXPENSES			
ADM COST REIMBURSEMENT	215,898	0	215,898
CONVEN SERVICES MATERIALS	90,000	0	90,000
SPONSORSHIPS/PARTNERSHIPS	127,800	0	127,800
BUSINESS DEV INCENTIVE PROG	500,000	0	500,000
LOCAL PROGRAMS-PROMOTIONS	550,000	0	550,000
ICVB VOLUNTEER PROGRAM	5,000	0	5,000
TOTAL MISCELLANEOUS EXPENSES	1,488,698	0	1,488,698
P1 - CAPITAL EXPENDITURES			
COMPUTERS / SOFTWARE	186,353	1,551,873	1,738,226
STREETSCAPING	0	25,000	25,000
MOTOR VEHICLES	0	150,000	150,000
BUILDINGS	0	650,000	650,000
TOTAL CAPITAL EXPENDITURES	186,353	2,376,873	2,563,226
TOTAL	7,396,345	2,878,667	10,275,012
% OF TOTAL ARPA BUDGET	71.98%	28.02%	100.00%

IRVING CONVENTION AND VISITORS BUREAU

2021 - 2022 PROPOSED BUDGET

RESERVE FUND

ACCOUNT DESCRIPTION	17-18 ACTUALS	18-19 ACTUALS	19-20 ACTUALS	20-21 BUDGET	20-21 PROJECTED ACTUALS	21-22 PROPOSED BUDGET
REVENUE						
INVESTMENT INCOME	15,327	26,786	10,500	0	0	500
TRANSFERS FROM ICVB GENERAL	200,000	125,000	0	0	0	500,000
TOTAL REVENUE	215,327	151,786	10,500	0	0	500,500
EXPENDITURES						
TRANSFERS TO ICVB GENERAL	0	0	1,307,800	0	0	0
TOTAL EXPENDITURES	0	0	1,307,800	0	0	0
BEGINNING FUND BALANCE	930,897	1,146,224	1,298,010	710	710	710
REVENUES	215,327	151,786	10,500	0	0	500,500
EXPENDITURES	0	0	(1,307,800)	0	0	0
ENDING FUND BALANCE	1,146,224	1,298,010	710	710	710	501,210

IRVING CONVENTION AND VISITORS BUREAU
2021 - 2022 PROPOSED BUDGET
COMPUTER REPLACEMENT FUND

ACCOUNT DESCRIPTION	17-18 ACTUALS	18-19 ACTUALS	19-20 ACTUALS	20-21 BUDGET	20-21 PROJECTED ACTUALS	21-22 PROPOSED BUDGET
REVENUE						
INVESTMENT INCOME	4,177	6,305	2,040	0	0	0
TOTAL REVENUE	4,177	6,305	2,040	0	0	0
EXPENDITURES						
COMPUTERS AND EQUIPMENT	0	37,955	0	0	0	0
TRANSFERS TO ICVB GENERAL	0	0	245,600			
TOTAL EXPENDITURES	0	37,955	245,600	0	0	0
BEGINNING FUND BALANCE	271,240	275,417	243,767	207	207	207
REVENUES	4,177	6,305	2,040	0	0	0
EXPENDITURES	0	(37,955)	(245,600)	0	0	0
ENDING FUND BALANCE	275,417	243,767	207	207	207	207

IRVING CONVENTION AND VISITORS BUREAU
2021 - 2022 PROPOSED BUDGET
IRVING CONVENTION CENTER RESERVE / CIP FUND

ACCOUNT DESCRIPTION	17-18 ACTUALS	18-19 ACTUALS	19-20 ACTUALS	20-21 BUDGET	20-21 PROJECTED ACTUALS	21-22 PROPOSED BUDGET
REVENUE						
INVESTMENT INCOME	19,298	37,598	11,889	2,000	125	500
MISCELLANEOUS						
ICC HOTEL PARKING GARAGE	0	0	288,750	250,000	259,500	264,000
MISCELLANEOUS	32,444	0	0	0	0	0
RECEIPTS FROM ASM GLOBAL	0	0	0	675,000	675,000	1,000,000
TOTAL MISCELLANEOUS	32,444	0	288,750	925,000	934,500	1,264,000
TRANSFERS IN						
RECEIPTS FROM ARPA	0	0	0	0	326,465	2,878,667
TRSF FROM ICVB GENERAL	1,215,249	705,281	0	100,000	100,000	363,000
TRANSFERS FROM ICVB GENERAL	1,215,249	705,281	0	100,000	426,465	3,241,667
TOTAL REVENUE	1,266,991	742,879	300,639	1,027,000	1,361,090	4,506,167
EXPENDITURES						
SUPPLIES	0	0	0	0	26,065	114,794
BUILDING MAINTENANCE	0	0	288,750	250,000	1,034,500	264,000
OUTSIDE SERVICES	0	0	0	0	120,400	352,000
TRAVEL - TRAINING	0	0	0	0	5,000	35,000
CAPITAL	727,218	972,322	1,140,336	775,000	125,000	2,376,873
TRANSFERS TO ICVB GENERAL	0	0	298,000	0	0	0
TOTAL EXPENDITURES	727,218	972,322	1,727,086	1,025,000	1,310,965	3,142,667
BEGINNING FUND BALANCE	1,177,758	1,717,531	1,488,088	61,641	61,641	111,766
REVENUES	1,266,991	742,879	300,639	1,027,000	1,361,090	4,506,167
EXPENDITURES	(727,218)	(972,322)	(1,727,086)	(1,025,000)	(1,310,965)	(3,142,667)
ENDING FUND BALANCE	1,717,531	1,488,088	61,641	63,641	111,766	1,475,266

MINUTES

IRVING CONVENTION AND VISITORS BUREAU

BOARD OF DIRECTORS – EXECUTIVE COMMITTEE MEETING

IRVING CONVENTION CENTER – FIRST FLOOR BOARD ROOM

Friday, July 16, 2021

Attendance: Karen Cooperstein – Board Chair; Bob Bourgeois, Julia Kang, Clem Lear, and Greg Malcolm – Committee Members; Richard Stewart and William Mahoney – Board Members; Matt Tungett – ASM/ICC; Maura Gast, Carol Boyer, Marianne Lauda, and Susan Rose – ICVB; Deputy Mayor Pro Tem Al Zapanta – City Council and Councilman Mark Zeske.

Board Chair Karen Cooperstein called the meeting to order at 9:00 a.m. and inquired if there were any citizens that would like to comment on any subject on the agenda. There were none.

ICVB FINANCIAL REPORTS:

Director of Accounting and Budget Marianne Lauda reported on the ICVB June 2021 and Third Quarter financial reports:

- **General Fund:**
 - Ending fund balance is \$600,736.63.
 - The fund is holding steady at this point and in a good place.
 - Miscellaneous Revenue for \$51,458.00 is funds received from State of Texas Events Trust Fund for RCMA Event held at ICC last January.
 - Expenditures report shows Property Management Services payment of \$174,375.00 for payment to SMG for the quarter.
 - Total YTD Revenue is \$2,587,523.75 and Expenses are \$4,178,760.01.
- **ICVB Reserve Fund:**
 - Total Fund balance is \$710.78.
- **Computer Replacement Fund:**
 - Total fund balance is \$207.54.
 - No money is reserved for encumbrances.
- **ICVB Reserve/CIP Fund:**
 - Total fund balance is \$628,240.70.
 - No money is reserved for encumbrances.
 - Miscellaneous Revenue of \$61,875.00 is receipt of funds from the City for the Irving Westin Convention Center Hotel parking garage.
 - Expenditures of \$151,764.74 for capital projects.
- **Check Register:**
 - There are few more Business Development Incentive Program payments.
 - Check #80061726 to ICC for Property Management Services, second of two payments for \$174,375.00.
 - Check #80061725 to Donald Hoyte is preparation of Economic Impact Study of 2020 for RCMA Emerge event at ICC. Payment is included in the State of Texas Events Trust Fund submittal.
 - There are also some payments to Visit Irving blog post writers.

HOTEL OCCUPANCY TAX COLLECTIONS – MAY 2021

- **Luxury and Full Service:**
 - Through May, the same two hotels lagging in payments.
 - The Doubletree by Hilton DFW Airport North did make some partial payments and this month paid final payment for October 2020 and partial payment for November 2020.
 - The Sheraton DFW Airport North has not paid but is filing their report.
 - The City has a process for collecting late payments before turning over to a collection agency.
 - Westin DFW Airport was closed in April and now submitting payments again.
 - Westin Irving Convention Center Hotel business is picking up, which is reflected in the collections.
- **All Suite/Extended Stay:**
 - All properties are holding steady. There are three that have not paid, and one property is closed.
- **Budget Service:**
 - One property has not paid for May.
 - OYO Hotel DFW Airport North made a payment in March, but still pending payment for October 2020 through January 2021, and April and May 2021.
- **Limited Service:**
 - Fairfield Inn & Suites DFW Airport North Irving remains closed as it is being rebuilt
 - Short-Term Rentals are holding steady with approximately \$4,000 each month since January 2021.
- **Summary:**
 - Received a total of \$419,149.77 for May 2021, short of projection by 15.1%.
 - Two Luxury/Full Service hotel payments are missing and could have closed that collection gap considerably.
 - August projections are the amounts the budget is set to and the STR data shows improvement but doesn't count until it is received in collections.
 - ICVB request for funds in the American Rescue Plan Act includes a third-party Hotel Occupancy Tax projections study and the City is very supportive of this request.

ACTION ITEM: Executive Director Maura Gast will follow up with City Chief Financial Officer Jeff Litchfield for status on late payments.

ICVB CASH FLOW REPORT:

- Projecting positive cash at the end of the budget year of \$773,026.
- Estimates have not changed much since last month.
- The end of the fiscal year is approaching and there are a lot of accruals. It is important that ICVB receive the ARPA funds to avoid ending with a negative fund balance.
- Gast noted the ICVB did receive \$500,000 from the City as a loan.

Cooperstein asked for a motion to accept the ICVB Financial Reports for June 2021 and Third Quarter. On a motion from Board member Richard Stewart a second from Board member Clem Lear, the motion was approved unanimously.

AMERICAN RESCUE PLAN ACT UPDATE:

- Gast will continue to refine requests and is being aggressive in asking for resources with \$3 million in current fiscal year to cover the Irving Convention Center shortfall, pay back the loan from the City, conduct a Hotel Tax Projections Study and various other items.
- Expenses through December 31, 2024 can be requested.
- Asked for funding annually for the Convention Center operating shortfall.
- Aggressive requests for considerable sales and marketing resources, as the hotel tax collections will not be sufficient to support the programming that is needed
- Gast indicated City management has been very supportive and believes that the full current Fiscal Year and FY2021-22 requests will be recommended by the City Manager to the Council, and that action on the future years' commitments will be tabled for a year to see if and how hotel occupancy taxes recover.
- Goal is to acquire the maximum out of the Bill and use what Hotel Occupancy Taxes are collected to begin to rebuild all the Reserve and Capital funds. She would like to see the Catastrophic Reserves ultimately built up to \$5 million and to maintain a baseline of \$3 million in the ICC's CIP fund.
- Because the submitted request for FY 2021-22 includes modernization of all computer systems, hardware, and software, we would be able to buy additional time before the Computer Replacement Fund would need to be rebuilt. Funds are also being requested for activities such as BizDIP, bid fees, etc. We hope to be able to write checks directly from the ARPA accounting string and not have to float money to get reimbursed.
- Reporting within Munis will be very easy to track and see any transactions.

Discussion was held on the Irving Convention Center events. There are no financial reports this month due to the earlier Committee meeting date. ICC financial reports for June and July will be presented at the August Committee Meeting. Director of Sales Matt Tungett noted that the update for May will be good. There were several events in June: Cornhole tournament - \$60,000 in Concessions/Bar sales in two days; Texas USA Gymnastics – \$75,000; Steubenville event - \$107,000 in F&B and hoping for 1,200 hotel room nights. To date in July, the Latin American Motorcycle Association (LAMA) held a dinner at ICC and the Fourth of July celebration went much better than anticipated with \$12,000 in bar sales. There was a good crowd for the Lucky Leaf Expo, and they will be back next year. Late August and September look good for events. A drone video was shared from the Westin Irving Convention Center of the LAMA event through as they departed the hotel for one of their daily rides.

Cooperstein asked for a motion to approve the ICVB Executive Committee minutes from June 25, 2021. On a motion from Board member Bob Bourgeois and a second from Stewart, the motion was approved unanimously.

CHAIR REPORT:

Cooperstein reviewed the July 19, 2021, agenda. The meeting will be in-person only at the Irving Convention Center. There will be one High Spirited Citizen nomination for approval and Cooperstein will be addressing the next steps for nominations to the Board Chair and Vice Chair positions in the coming years.

CITY COUNCIL UPDATES:

Deputy Mayor Pro Tem Al Zapanta reported City Council is working on finalizing the budget and will continue with their normal schedule in September for Work Session and Council meetings. There are interesting discussions around pension obligation bonds.

Councilman Mark Zeske thanked Zapanta and ICVB staff for their work on Irving Olympic Day. It was a fantastic event. COVID is still devastating towns and schools, and it may take years to get back to normal, but he thinks the quality of life in Irving has sustained. Tourism attractions on his recent vacation were open and flights were full, so travel is returning and is encouraging. Gast noted she believes Governor Abbott won't shut down meetings and events or the state again, but if people are uncomfortable traveling with the rising COVID case count, meetings will cancel, and it leaves the ICVB vulnerable. She believes sports tournaments this summer in Irving got the benefit from other state lock downs.

Zapanta added the importance of marketing and salespeople is critical and important for Irving Olympic Day. He was disappointed in corporate responses for support, and he learned that people are still working remote and haven't been in the office to receive their mail and are overwhelmed with emails. He also noticed the impact of the stimulus money and people not going back to work in the service industry. Restaurants are suffering with short staff and closing permanently. Irving is lucky compared to other cities as a center point for North America. He thanked Bourgeois and Board member Rick Lindsey for their assistance with Olympic flag posting.

Cooperstein adjourned the meeting at 10:00 a.m.

Respectfully submitted,



Maura Allen Gast, FCDME
Executive Director