

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Executive Committee
Friday, January 21, 2022, at 9:00 AM
Irving Convention Center – First Floor Conference Room
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 Reports:
 - a. Year-End FY2020-21
 - b. October 2021
 - c. November 2021
 - d. December 2021
3. Reviewing the Hotel Occupancy Tax Collections
4. Review of ICVB Cash Flow Report
5. Accepting the Irving Convention Center Financial Reports:
 - a. November 2021
 - b. December 2021
6. Approving Executive Committee Minutes – December 10, 2021
7. Review of Board Meeting Agenda – January 24, 2022
8. Chairman / Executive Director Reports
9. City Council Updates
10. Next Committee Meeting – Friday, February 25, 2022

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:
September 2021



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
SEPTEMBER 30, 2021

Assets

Cash and equivalents	2,046,401.77
Investments	299,400.00
Hotel tax receivable	1,159,942.33
Accounts receivable	7,650.00
Accrued interest receivable	2.73

Total Assets

3,513,396.83

Liabilities

Accounts payable	555,607.85
Accrued wages & benefits	288,326.94
Unearned revenue	456,349.81
Due to City of Irving	46,870.70

Total Liabilities

1,347,155.30

Fund Balance (Budgetary basis)

Reserve for encumbrances	(425.00)
Unreserved	2,166,666.53

Total Fund Balance

2,166,241.53

Total Liabilities and Fund Balance

3,513,396.83

Notes:

Hotel tax receivable - August and September

Accounts receivable - North Texas CVB Reception sponsors

Unearned revenue - unexpended ARPA funds

Due to City of Irving - administrative cost for August and September hotel tax



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
SEPTEMBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	1,669,437.97	4,551,923.17	6,490,005.00	70.1%	0.00	1,938,081.83
	PENALTY AND INTEREST	7,056.15	11,234.38	0.00	100.0%	0.00	(11,234.38)
	PRIOR YEAR	12,273.88	118,894.24	0.00	100.0%	0.00	(118,894.24)
	SHORT-TERM RENTALS	14,347.35	44,206.96	0.00	100.0%	0.00	(44,206.96)
	TOTAL HOTEL/MOTEL TAX	1,703,115.35	4,726,258.75	6,490,005.00	72.8%	0.00	1,763,746.25
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	2,235,089.19	2,235,089.19	2,691,439.00	83.0%	0.00	456,349.81
M4 - INVESTMENT INCOME							
		3.58	465.96	4,995.00	9.3%	0.00	4,529.04
M5 - MISCELLANEOUS							
		7,917.18	59,375.18	5,000.00	1187.5%	0.00	(54,375.18)
M6 - TRANSFER FROM CITY OF IRVING							
		0.00	500,000.00	1,000,000.00	50.0%	0.00	500,000.00
TOTAL REVENUE		3,946,125.30	7,521,189.08	10,191,439.00	73.8%	0.00	2,670,249.92
EXPENDITURES							
N1 - SALARIES							
		408,730.81	2,429,574.64	2,511,698.00	96.7%	0.00	82,123.36
N2 - BENEFITS							
		100,942.46	670,495.40	696,033.47	96.3%	0.00	25,538.07
N4 - SUPPLIES							
		7,382.07	35,792.95	42,453.00	84.3%	0.00	6,660.05
O1 - UTILITIES (COMMUNICATIONS)							
		4,652.40	20,147.36	26,400.00	76.3%	0.00	6,252.65
O3 - OUTSIDE SERVICES							
	SALES AND MARKETING RESOURCES	9,326.93	24,912.92	38,560.00	64.6%	0.00	13,647.08
	MEDIA ADVERTISING	38,324.80	314,493.55	389,575.00	80.7%	850.00	74,231.45
	PROFESSIONAL SERVICES	325,585.98	1,005,128.13	1,802,289.00	55.8%	0.00	797,160.87
	PROPERTY MANAGEMENT SERVICES	418,712.00	1,813,712.00	2,795,000.00	64.9%	0.00	981,288.00
	OTHER	994.29	3,553.75	7,026.00	50.6%	0.00	3,472.25
	TOTAL OUTSIDE SERVICES	792,944.00	3,161,800.35	5,032,450.00	62.8%	850.00	1,869,799.65
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	40,434.10	49,393.44	291,000.00	17.0%	0.00	241,606.56
	MILEAGE REIMBURSEMENT	12.02	136.56	4,000.00	3.4%	0.00	3,863.44
	MEMBERSHIP AND DUES	4,277.00	43,628.98	64,900.00	67.2%	0.00	21,271.02
	TOTAL TRAVEL - TRAINING - DUES	44,723.12	93,158.98	359,900.00	25.9%	0.00	266,741.02
O5 - CLAIMS AND INSURANCE							
		0.00	138,045.00	138,045.00	100.0%	0.00	0.00
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	68,124.62	189,050.35	426,000.00	44.4%	0.00	236,949.65
	BUSINESS DEV INCENTIVE PROG	41,065.00	118,013.54	605,000.00	19.5%	0.00	486,986.46
	LOCAL PROGRAMS-PROMOTIONS	13,504.60	32,714.78	199,225.00	16.4%	0.00	166,510.22
	OTHER	3,665.90	57,567.36	154,350.00	37.3%	0.00	96,782.64
	TOTAL MISCELLANEOUS EXPENSES	126,360.12	397,346.03	1,384,575.00	28.7%	0.00	987,228.97
P5 - TRANSFERS OUT							
	TRSF TO ICVB CONV CENTER	100,000.00	100,000.00	100,000.00	100.0%	0.00	0.00
	TRSF TO CITY OF IRVING	500,000.00	500,000.00	500,000.00	100.0%	0.00	0.00
	TOTAL TRANSFERS OUT	600,000.00	600,000.00	600,000.00	100.0%	0.00	(564,042.00)
TOTAL EXPENDITURES		2,085,734.98	7,546,360.71	10,791,554.47	69.9%	850.00	2,680,301.77

Beginning Fund Balance	2,191,413.15
Revenues	7,521,189.08
Expenditures	(7,546,360.71)
Ending Fund Balance	2,166,241.53

NOTE:
EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.



2202 - ICVB RESERVE
MONTHLY BALANCE SHEET
SEPTEMBER 30, 2021

Assets

Cash and equivalents 710.78

Total Assets 710.78

Liabilities

Total Liabilities 0.00

Fund Balance (Budgetary basis)

Reserve for encumbrances 0.00

Unreserved 710.78

Total Fund Balance 710.78

Total Liabilities and Fund Balance 710.78



2203 - ICVB COMPUTER REPLACEMENT
MONTHLY BALANCE SHEET
SEPTEMBER 30, 2021

Assets

Cash and equivalents 207.54

Total Assets 207.54

Liabilities

Total Liabilities 0.00

Fund Balance (Budgetary basis)

Reserve for encumbrances 0.00

Unreserved 207.54

Total Fund Balance 207.54

Total Liabilities and Fund Balance 207.54



2204 - ICVB CONVENTION CENTER
MONTHLY BALANCE SHEET
SEPTEMBER 30, 2021

Assets

Cash and equivalents	281,929.13
Investments	603,000.00
Accrued interest receivable	13.78

Liabilities

Accounts payables	127,049.80
Unearned revenue	81,065.65
Total Liabilities	208,115.45

Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	676,827.46
Total Fund Balance	676,827.46

Total Assets 884,942.91

Total Liabilities and Fund Balance 884,942.91

Unearned revenue - unexpended ARPA funds



IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE/CIP FUND
MONTHLY FINANCIAL REPORT
SEPTEMBER 2021

Code	Account	QTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	245,399.35	245,399.35	326,465.00	75.2%	0.00	81,065.65
M4 - INVESTMENT INCOME		41.67	140.68	2,000.00	7.0%	0.00	1,859.32
M5 - MISCELLANEOUS		68,371.85	928,996.85	925,000.00	100.4%	0.00	(3,996.85)
M6 - TRANSFER FROM ICVB GENERAL		100,000.00	100,000.00	100,000.00	100.0%	0.00	0.00
TOTAL REVENUE		413,812.87	1,274,536.88	1,353,465.00	94.2%	0.00	78,928.12
EXPENDITURES							
N4 - SUPPLIES		59,761.53	62,508.32	76,065.00	82.2%	0.00	13,556.68
N7 - STRUCTURE MAINTENANCE		182,753.82	476,878.56	1,020,000.00	46.8%	0.00	543,121.44
O3 - OUTSIDE SERVICES		117,838.23	117,838.23	125,400.00	94.0%	0.00	7,561.77
O4 - TRAVEL / TRAIN / DUES		2,125.74	2,125.74	5,000.00	42.5%	0.00	2,874.26
P1 - CAPITAL EXPENDITURES		0.00	0.00	125,000.00	0.0%	0.00	125,000.00
TOTAL EXPENDITURES		362,479.32	659,350.85	1,351,465.00	48.8%	0.00	692,114.15

Beginning Fund Balance	61,641.43
Revenues	1,274,536.88
Expenditures	(659,350.85)
Ending Fund Balance	676,827.46

NOTE:
EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.



Irving Convention and Visitors Bureau

Check Register
September 2021

Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80061828	9/2/2021	AZZ INC.			552.00	
		BUSINESS DEV INCENTIVE PROG	ALT MEETING DFW/JUNE 2021	552.00		
80061829	9/2/2021	DALLAS FORT WORTH AIRPORT MARRIOTT			1,760.00	
		BUSINESS DEV INCENTIVE PROG	HERZOG/AUGUST 2021 MEETING	1,760.00		
80061830	9/2/2021	DEBBIE SARDONE CONSULTING, LLC			255.00	
		BUSINESS DEV INCENTIVE PROG	PRO FIELD TRIP SUMMER 2021	255.00		
80061831	9/2/2021	SAVOY DALLAS HOTELS INC			423.00	
		BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	423.00		
80061832	9/2/2021	FEDERAL EXPRESS CORPORATION				21.79
		FREIGHT	SHIPPING	5.96		
		FREIGHT	SHIPPING	15.83		
80061833	9/2/2021	FOSTER, WENDY				135.62
		COMMUNICATIONS	JUL 2021 - CELL / MILEAGE / MISC	75.00		
		CONVENTION SERVICES MATERIALS	JUL 2021 - CELL / MILEAGE / MISC	10.00		
		MILEAGE REIMBURSEMENT	JUL 2021 - CELL / MILEAGE / MISC	50.62		
80061834	9/2/2021	EX DALLAS LP			2,792.00	
		BUSINESS DEV INCENTIVE PROG	OIPA ANNUAL MEETING/AUG 2021	2,180.00		
		BUSINESS DEV INCENTIVE PROG	OAKLAND A'S VS TX RANGERS/AUG 2021	612.00		
80061835	9/2/2021	HAMPTON INN - LAS COLINAS			261.00	
		BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	261.00		
80061836	9/2/2021	HOMEWOOD SUITES BY HILTON			138.00	
		BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	138.00		
80061837	9/2/2021	SMG				2,746.79
		OTHER SUPPLIES	CARES ACT FUNDING - PLEXIGLASS COVERS	2,746.79		
80061838	9/2/2021	SMG				28,372.91
		BUILDINGS MAINT	CAPITAL IMPROVEMENT PROJECT	28,372.91		
80061839	9/2/2021	LAUDA, MARIANNE				75.00
		COMMUNICATIONS	JUL 2021 - CELL	75.00		
80061840	9/2/2021	LEVINE, KATHY				65.44
		COMMUNICATIONS	JUL 2021 - CELL	65.44		
80061841	9/2/2021	LOPEZ, BRENDA				75.00
		COMMUNICATIONS	JUL 2021 - CELL	75.00		
80061842	9/2/2021	MANSELL, LORI				89.00
		COMMUNICATIONS	JUL 2021 - CELL / MISC	75.00		
		BUSINESS DEV INCENTIVE PROG	JUL 2021 - CELL / MISC	14.00		
80061843	9/2/2021	ON POINT PROMOTIONAL TEAM			5,984.97	
		CONVENTION SERVICES MATERIALS	ARPA - BRADFORD REFILLABLE JOURNAL BOOK	2,987.50		
		CONVENTION SERVICES MATERIALS	ARPA - 4-PORT USB HUB	2,997.47		
80061844	9/2/2021	PETTY, BRICE				71.66
		COMMUNICATIONS	JUL 2021 - CELL	71.66		
80061845	9/2/2021	PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC				600.00
		POSTAGE	POSTAGE FOR METER	300.00		
		POSTAGE	POSTAGE FOR METER	300.00		
80061846	9/2/2021	PLYMOUTH PARK UNITED METHODIST CHURCH				100.00
		LOCAL PROGRAMS-PROMOTIONS	MEMORIAL DONATION - DON OBERLIN	100.00		
80061847	9/2/2021	ROBERTS, DEBBIE				75.00
		COMMUNICATIONS	JUL 2021 - CELL	75.00		
80061848	9/2/2021	ROSE, SUSAN				43.76
		COMMUNICATIONS	JUL 2021 - CELL	43.76		
80061849	9/2/2021	SHERATON DFW AIRPORT HOTEL			4,505.00	
		BUSINESS DEV INCENTIVE PROG	CREATIVE SOLUTIONS ABOC/AUG 2021	1,380.00		
		BUSINESS DEV INCENTIVE PROG	JLM CREATIVE EVENTS-APPLIQUE GETAWAY/JULY 2021	1,875.00		
		BUSINESS DEV INCENTIVE PROG	FBINA/2021 STATE RETRAINER CONFERENCE	1,250.00		
80061850	9/2/2021	STR, INC				3,000.00
		SUBSCRIPTIONS-PUBLICATIONS	DATA FILE - ONE OFF	3,000.00		
80061851	9/2/2021	SUPERIOR EXPOSITION SERVICES, LLC				3,555.00
		TRAVEL AND TRAINING	SOUTHWEST SHOWCASE IRVING BOOTH/AUG 12,2021	3,555.00		
80061852	9/2/2021	TEXAS TRIAL LAWYERS ASSOCIATION			252.00	
		BUSINESS DEV INCENTIVE PROG	TRIAL ADVOCACY COLLEGE OF TEXAS/JULY 2021	252.00		



Irving Convention and Visitors Bureau

Check Register
September 2021

Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80061853	9/10/2021	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			41,439.98	11,274.36
		ACCOUNTS PAYABLE	AUG 2021 - RECEIPTS	52,714.34		
80061854	9/10/2021	CHRISTIAN MEETINGS & CONVENTIONS ASSOCIATION				425.00
		MEDIA ADVERTISING	CARES ACT - ADVERTISING	425.00		
80061855	9/10/2021	COURT OF MASTER SOMMELIERS, AMERICAS			1,505.00	
		BUSINESS DEV INCENTIVE PROG	ADVANCED COURSE 1/AUG 2021	1,505.00		
80061856	9/10/2021	CSC HOLDINGS, LLC			705.00	
		BUSINESS DEV INCENTIVE PROG	JACKSONVILLE JAGUARS PRE-SEASON COWBOYS/AUG	705.00		
80061857	9/10/2021	EX DALLAS LP			2,240.00	
		BUSINESS DEV INCENTIVE PROG	SEATTLE MARINERS VS TX RANGERS/AUG 2021	812.00		
		BUSINESS DEV INCENTIVE PROG	COLORADO ROCKIES VS TX RANGERS/AUG 2021	740.00		
		BUSINESS DEV INCENTIVE PROG	HOUSTON ASTROS VS TX RANGERS/AUG 2021	688.00		
80061858	9/10/2021	EX DALLAS LP				882.00
		MEMBERSHIPS, CERTS, & LICENSES	SEPTEMBER 2021	882.00		
80061859	9/10/2021	SMG				20,000.00
		LANDSCAPE MAINTENANCE	LANDSCAPE-REPAIR/REPLACE FROM WINTER STORM	20,000.00		
80061860	9/10/2021	MEETING PROFESSIONALS INTERNATIONAL				5,000.00
		MEDIA ADVERTISING	CARES ACT - ADVERTISING	2,500.00		
		MEDIA ADVERTISING	CARES ACT - ADVERTISING	2,500.00		
80061861	9/10/2021	NOVELTY SALT & PEPPER SHAKERS CLUB			1,340.00	
		BUSINESS DEV INCENTIVE PROG	36TH ANNUAL CONVENTION/JULY 2021	1,340.00		
80061862	9/10/2021	HCD DALLAS CORPORATION			7,825.00	
		BUSINESS DEV INCENTIVE PROG	TIVA SUMMER CONFERENCE/JULY 2021	7,825.00		
80061863	9/10/2021	STAPLES				183.65
		OFFICE SUPPLIES	OFFICE SUPPLIES	59.48		
		OFFICE SUPPLIES	OFFICE SUPPLIES	88.70		
		OFFICE SUPPLIES	OFFICE SUPPLIES	35.47		
80061864	9/10/2021	STR, INC				4,025.00
		SUBSCRIPTIONS-PUBLICATIONS	DESTINATION REPORT - 4TH QTR	4,025.00		
80061865	9/10/2021	TEXAS CENTER FOR THE JUDICIARY, INC			136.00	
		BUSINESS DEV INCENTIVE PROG	MAGISTRATE TRAINING A/JULY 2021	136.00		
80061866	9/10/2021	TEXAS HOUSE OF REPRESENTATIVES				22.63
		CONVENTION SERVICES MATERIALS	TEXAS FLAG/CERTIFICATE	22.63		
80061867	9/10/2021	TUCKER & ASSOCIATES, LLC			4,000.00	74.23
		PROFESSIONAL SERVICES	MONTHLY RETAINER - SEPT 2021	4,000.00		
		PROFESSIONAL SERVICES	AUG 2021 - REIMBURSABLES	74.23		
80061868	9/16/2021	DFW HUMANE SOCIETY OF IRVING INC				100.00
		LOCAL PROGRAMS-PROMOTIONS	MEMORIAL DONATION - CHERYL CALHOUN	100.00		
80061869	9/16/2021	IMAGO MEDIA, INC.				2,500.00
		MEDIA ADVERTISING	CARES ACT - ADVERTISING	2,500.00		
80061870	9/16/2021	IRVING - LAS COLINAS ROTARY CLUB				40.00
		MEMBERSHIPS, CERTS, & LICENSES	AUGUST 2021	40.00		
80061871	9/16/2021	SMG			54,850.44	
		BUILDINGS MAINT	CONDUCT 5-YEAR TESTING, CLEAN & TORQUE	49,806.00		
		TRAVEL AND TRAINING	TRAVEL - SOUTHWEST SHOWCASE	2,125.74		
		OTHER SUPPLIES	POS TERMINAL CREDIT CARD SWIPE MACHINES	2,918.70		
80061872	9/16/2021	SMG				21,924.37
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - SEPT 2021	21,924.37		
80061873	9/16/2021	SMG			5,610.50	
		PROFESSIONAL SERVICES	NETWORK SERVICES	5,610.50		
80061874	9/16/2021	LAUDA, MARIANNE				75.00
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
80061875	9/16/2021	MALONEY STRATEGIC COMMUNICATION INC				879.40
		PROFESSIONAL SERVICES	ICVB INVENTORY STORAGE (SURVEYOR MAG) / MGMT	879.40		
80061876	9/16/2021	MANSOUR, KAYLA				225.00
		COMMUNICATIONS	MAY 2021 - CELL	75.00		
		COMMUNICATIONS	JUN 2021 - CELL	75.00		
		COMMUNICATIONS	JUL 2021 - CELL	75.00		

Irving Convention and Visitors Bureau

Check Register
September 2021



Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80061877	9/16/2021	STAMATS COMMUNICATIONS, INC.			5,200.00	
		MEDIA ADVERTISING	ADVERTISING	5,200.00		
80061878	9/16/2021	PETTY, BRICE				71.66
		COMMUNICATIONS	AUG 2021 - CELL	71.66		
80061879	9/16/2021	ROSE, SUSAN				43.75
		COMMUNICATIONS	AUG 2021 - CELL	43.75		
80061880	9/16/2021	SIRMEN, LORI				212.63
		COMMUNICATIONS	MAY 2021 - CELL / MISC	75.00		
		LOCAL PROGRAMS-PROMOTIONS	MAY 2021 - CELL / MISC	(12.37)		
		COMMUNICATIONS	JUN 2021 - CELL	75.00		
		COMMUNICATIONS	JUL 2021 - CELL	75.00		
80061881	9/16/2021	STALLINGS, APRIL				146.00
		COMMUNICATIONS	CELL PHONE - AUGUST 2021	73.00		
		COMMUNICATIONS	CELL PHONE - SEPTEMBER 2021	73.00		
80061882	9/16/2021	VERIZON WIRELESS SERVICES, LLC				329.09
		COMMUNICATIONS	AUGUST 2021	159.50		
		COMMUNICATIONS	AUGUST 2021	76.26		
		COMMUNICATIONS	AUGUST 2021	93.33		
80061883	9/23/2021	LOPEZ, BRENDA				75.00
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
80061884	9/23/2021	NORTHSTAR TRAVEL MEDIA, LLC			500.00	
		MEDIA ADVERTISING	ADVERTISING	500.00		
80061885	9/23/2021	ROADRUNNER CHARTERS, INC.			305.00	
		TRAVEL AND TRAINING	MOTOR COACH FOR PFA/SEPT 11, 2021	305.00		
80061886	9/23/2021	SIMPLEVIEW WORLDWIDE, INC.			53,500.00	
		PROFESSIONAL SERVICES	LEISURE, MEETINGS, OTA, HOTEL RE-MARKETING	50,000.00		
		PROFESSIONAL SERVICES	YEAR-ROUND DIGITAL CONTENT PROMOTION	3,500.00		
80061887	9/23/2021	SOTO, MONICA				50.00
		COMMUNICATIONS	CELL PHONE - AUGUST 2021	25.00		
		COMMUNICATIONS	CELL PHONE - SEPTEMBER 2021	25.00		
80061888	9/23/2021	STODDARD, CAROL				128.14
		COMMUNICATIONS	JUL 2021 - CELL	64.08		
		COMMUNICATIONS	AUG 2021 - CELL	64.06		
80061889	9/23/2021	WFAA-TV INC			5,562.40	
		MEDIA ADVERTISING	ADVERTISING	5,562.40		
80061890	9/23/2021	WHITE, MONTY				150.00
		COMMUNICATIONS	JUL 2021 - CELL	75.00		
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
80061891	9/30/2021	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			33,687.16	23,482.41
		ACCOUNTS PAYABLE	SEPT 2021 - RECEIPTS	57,169.57		
80061892	9/30/2021	NAIDU PRODUCTIONS LLC			1,500.00	
		BUSINESS DEV INCENTIVE PROG	TEXAS PRO BODYBUILDING CHAMPIONSHIP/AUG 2021	1,500.00		
80061893	9/30/2021	BILBIA, CHELSEA			350.00	
		PROFESSIONAL SERVICES	BLOG POSTS – SEPT 2021	200.00		
		PROFESSIONAL SERVICES	BLOG POSTS – AUG 2021	150.00		
80061894	9/30/2021	CONFERENCE DIRECT			4,000.00	
		MEDIA ADVERTISING	ADVERTISING	4,000.00		
80061895	9/30/2021	COURTYARD DALLAS DFW AIRPORT NORTH/IRVING			480.00	
		BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	480.00		
80061896	9/30/2021	CSC HOLDINGS, LLC			824.00	
		BUSINESS DEV INCENTIVE PROG	NATIONAL PROCEDURES INSTITUTE CONFERENCE/SEPT	824.00		
80061897	9/30/2021	DIPIETRO, KATHERINE				160.00
		COMMUNICATIONS	JUL 2021 - CELL / MISC	75.00		
		LOCAL PROGRAMS-PROMOTIONS	JUL 2021 - CELL / MISC	10.00		
		COMMUNICATIONS	AUG 2021 - CELL	75.00		



Irving Convention and Visitors Bureau

Check Register
September 2021

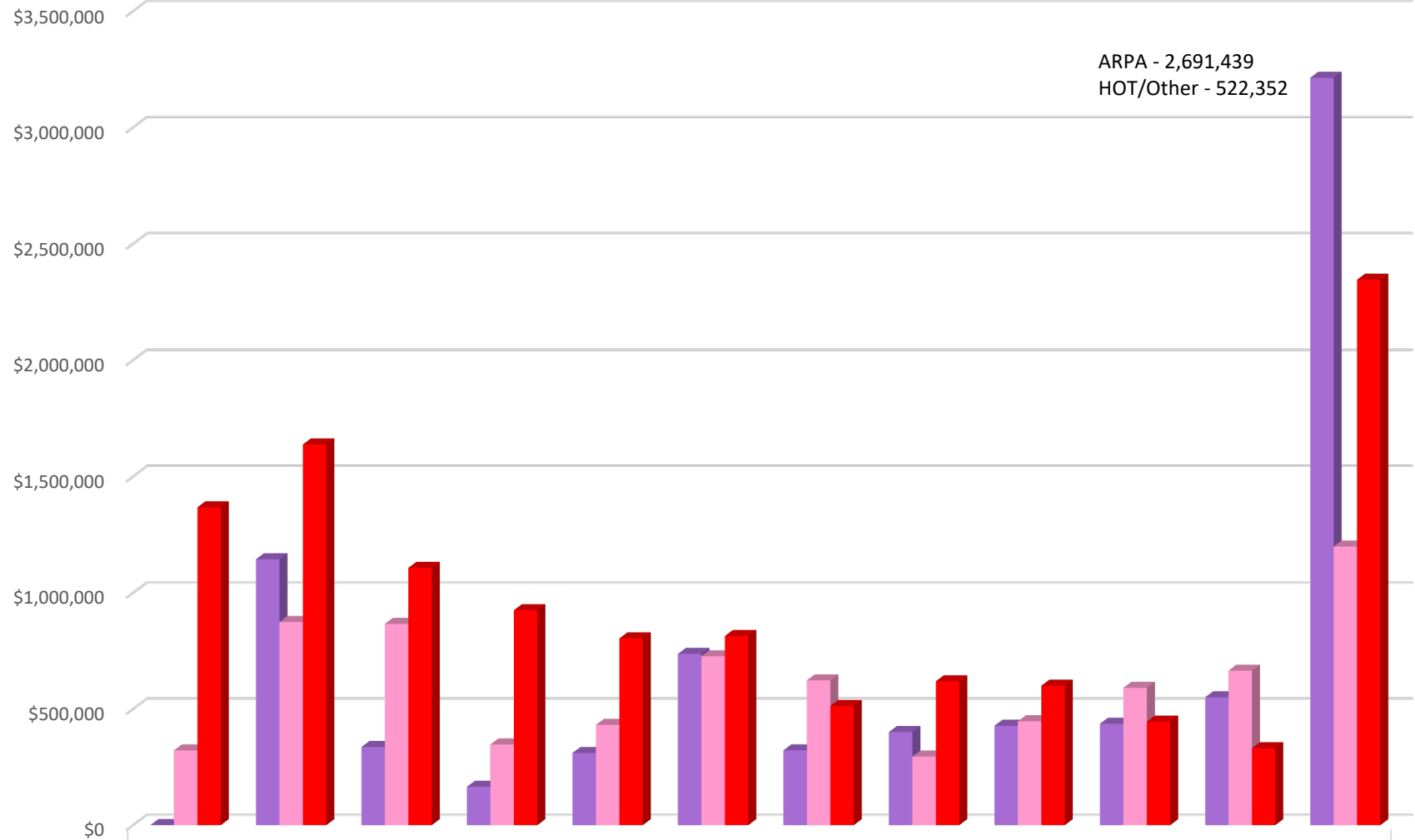
Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80061898	9/30/2021	FEDERAL EXPRESS CORPORATION				332.13
		FREIGHT	SHIPPING	109.43		
		FREIGHT	SHIPPING	101.58		
		FREIGHT	SHIPPING	19.66		
		FREIGHT	SHIPPING	17.38		
		FREIGHT	SHIPPING	84.08		
80061899	9/30/2021	FOJTASEK, LORI				310.02
		COMMUNICATIONS	JUN 2021 - CELL	75.00		
		COMMUNICATIONS	JUL 2021 - CELL / MILEAGE	75.00		
		MILEAGE REIMBURSEMENT	JUL 2021 - CELL / MILEAGE	10.02		
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
		COMMUNICATIONS	MAY 2021 - CELL	75.00		
80061900	9/30/2021	EX DALLAS LP			4,194.00	
		BUSINESS DEV INCENTIVE PROG	MASTERS DERMATOLOGICAL ASSOCIATION/SEPT 2021	495.00		
		BUSINESS DEV INCENTIVE PROG	CHICAGO WHITE SOX VS TX RANGERS/SEPT 2021	748.00		
		BUSINESS DEV INCENTIVE PROG	HOUSTON ASTROS VS TX RANGERS/SEPT 2021	1,096.00		
		BUSINESS DEV INCENTIVE PROG	LION STREET INDABA/SEPT 2021	1,855.00		
80061901	9/30/2021	GAST, MAURA				25.00
		TRAVEL AND TRAINING	TACVB ANNUAL CONVENTION 2021	25.00		
80061902	9/30/2021	GOT YA COVERED, LLC			81.00	
		BUSINESS DEV INCENTIVE PROG	TEXAS A&M HOCKEY TEAM TRAVEL	81.00		
80061903	9/30/2021	HOLIDAY INN EXPRESS & SUITES IRVING CONV CTR -			207.00	
		BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	207.00		
80061904	9/30/2021	HOLIDAY INN EXPRESS & SUITES DFW NORTH			192.00	
		BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	192.00		
80061905	9/30/2021	HOPKINS, CHERYL				170.00
		COMMUNICATIONS	JUL 2021 - CELL / MISC	75.00		
		BUSINESS DEV INCENTIVE PROG	JUL 2021 - CELL / MISC	20.00		
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
80061906	9/30/2021	SMG			76,341.11	
		PROFESSIONAL SERVICES	REINSTATE 3 FURLOUGHED POSITIONS	21,894.26		
		PROFESSIONAL SERVICES	REINSTATE FULL SECURITY COVERAGE	33,470.00		
		BUILDINGS MAINT	REPLACE CONTROLLERS ON 3 WALKING	13,881.85		
		BUILDINGS MAINT	REPLACE SPRAY HOSE LINES AND NOZZLES IN KITCHEN	7,095.00		
80061907	9/30/2021	SMG			835.00	
		BUSINESS DEV INCENTIVE PROG	AUTO BODY ASSOCIATION OF TEXAS/SEPT 2021	835.00		
80061908	9/30/2021	KLEERTECH			2,999.99	
		CONVENTION SERVICES MATERIALS	NAME BADGE HOLDERS	2,999.99		
80061909	9/30/2021	MALONEY STRATEGIC COMMUNICATION INC			95,080.43	205.00
		PROFESSIONAL SERVICES	2021 ICVB STORAGE FEE - SEPTEMBER	205.00		
		PROFESSIONAL SERVICES	2021 ICVB TRAVELERS GUIDE - PHASE I	23,750.00		
		PROFESSIONAL SERVICES	IRVING ON THE ROCKS IDENTITY - PHASE I	31,500.00		
		PROFESSIONAL SERVICES	2021 ICC BANQUET MENU DESIGN	4,500.00		
		PROFESSIONAL SERVICES	2021 ICVB TRADE SHOW NEWS NETWORK E-BLAST	2,830.00		
		PROFESSIONAL SERVICES	MEETINGS TODAY - EMAIL NURTURING CAMPAIGN	3,960.00		
		PROFESSIONAL SERVICES	IRVING ON THE ROCKS IDENTITY DEVELOPMENT	4,780.43		
		PROFESSIONAL SERVICES	2021 ICVB HOLIDAY CAMPAIGN - PHASE I	23,760.00		
80061910	9/30/2021	MANSELL, LORI			22.00	75.00
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
		TRAVEL AND TRAINING	TSAE OPEN 2021 - AUSTIN, TX	22.00		
80061911	9/30/2021	ON POINT PROMOTIONAL TEAM			2,661.83	
		SALES RESOURCES	PROMOTIONAL ITEMS	2,661.83		
80061912	9/30/2021	ON POINT PROMOTIONAL TEAM			5,236.69	
		LOCAL PROGRAMS-PROMOTIONS	PROMOTIONAL ITEMS	1,710.34		
		LOCAL PROGRAMS-PROMOTIONS	PROMOTIONAL ITEMS	1,764.50		
		LOCAL PROGRAMS-PROMOTIONS	SPECIALTY GIFT ITEMS	1,761.85		
80061913	9/30/2021	PETTY CASH				81.23
		OFFICE SUPPLIES	PETTY CASH	81.23		

Irving Convention and Visitors Bureau

Check Register
September 2021

Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80061914	9/30/2021	PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC				662.16
		POSTAGE EQUIPMENT RENTAL	POSTAGE EQUIPMENT	662.16		
80061915	9/30/2021	PROVIDENT GROUP - IRVING PROPERTIES, LLC			2,630.00	
		BUSINESS DEV INCENTIVE PROG	PLUNDER DESIGN/SEPT 2021	2,630.00		
80061916	9/30/2021	ROBERTS, DEBBIE				75.00
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
80061917	9/30/2021	ROWE, KRISTINA			350.00	
		PROFESSIONAL SERVICES	BLOG POSTS – JUNE-SEPT 2021	350.00		
80061918	9/30/2021	STR, INC				1,600.00
		SUBSCRIPTIONS-PUBLICATIONS	DESTINATION REPORT- (4) ADD'L SEGMENTS	400.00		
		SUBSCRIPTIONS-PUBLICATIONS	TREND REPORTS	1,200.00		
80061919	9/30/2021	TEXAS BOYZ ENTERTAINMENT			1,865.00	
		BUSINESS DEV INCENTIVE PROG	ALL BLACK & BLING STEPPERS BALL/AUG 2021	1,340.00		
		BUSINESS DEV INCENTIVE PROG	ALL BLACK & BLING EVENT OVERFLOW/AUG 2021	525.00		
80061920	9/30/2021	TEXAS MUNICIPAL POLICE ASSOCIATION			3,625.00	
		BUSINESS DEV INCENTIVE PROG	2021 TMPA ANNUAL CONFERENCE/JULY 2021	3,625.00		
80061921	9/30/2021	TOURISM ECONOMICS LLC			8,000.00	
		PROFESSIONAL SERVICES	CUSTOM LODGING FORECAST	8,000.00		
		Total Number of Invoices	154	581,846.33	446,804.50	135,041.83
		Total Number of Checks	94		76.8%	23.2%

Irving Convention and Visitors Bureau
FY21 Cash Flow
September 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	\$550,849	\$3,213,791
EXPENSES	\$321,914	\$874,763	\$866,901	\$347,540	\$431,758	\$727,395	\$623,641	\$295,060	\$447,171	\$591,440	\$665,542	\$1,199,284
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	\$331,294	\$2,345,801

REVENUE EXPENSES ENDING CASH



ICVB
FINANCIAL STATEMENTS

For Period Ending:
October 2021



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
OCTOBER 2021

Assets

Cash and equivalents	8,255,073.38
Investments	899,400.00
Tax receivables	532,656.70

Total Assets

9,687,130.08

Liabilities

Accounts payables	522,764.76
Unearned revenue	7,847,044.81
Due to City of Irving	181,510.42

Total Liabilities

8,551,319.99

Fund Balance (Budgetary basis)

Reserve for encumbrances	472,050.44
Unreserved	663,759.65

Total Fund Balance

1,135,810.09

Total Liabilities and Fund Balance

9,687,130.08



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
OCTOBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	0.00	0.00	5,397,466.00	0.0%	0.00	5,397,466.00
	PENALTY AND INTEREST	0.00	0.00	0.00	100.0%	0.00	0.00
	PRIOR YEAR	0.00	0.00	0.00	100.0%	0.00	0.00
	SHORT-TERM RENTALS	0.00	0.00	0.00	100.0%	0.00	0.00
	TOTAL HOTEL/MOTEL TAX	0.00	0.00	5,397,466.00	0.0%	0.00	5,397,466.00
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	0.00	0.00	7,398,345.00	0.0%	0.00	7,398,345.00
M4 - INVESTMENT INCOME							
		0.00	0.00	3,000.00	0.0%	0.00	3,000.00
M5 - MISCELLANEOUS							
		15,300.00	15,300.00	30,000.00	51.0%	0.00	14,700.00
TOTAL REVENUE		15,300.00	15,300.00	12,828,811.00	0.1%	0.00	12,813,511.00
EXPENDITURES							
N1 - SALARIES							
		72,346.15	72,346.15	2,617,580.00	2.8%	0.00	2,545,233.85
N2 - BENEFITS							
		23,424.79	23,424.79	701,288.00	3.3%	0.00	677,863.21
N4 - SUPPLIES							
		190.49	190.49	31,488.00	0.6%	39,942.76	(8,645.25)
O1 - UTILITIES (COMMUNICATIONS)							
		100.00	100.00	26,100.00	0.4%	0.00	26,000.00
O3 - OUTSIDE SERVICES							
	FREIGHT	12.03	12.03	3,000.00	0.4%	0.00	2,987.97
	MARKETING AND SALES RESOURCES	0.00	0.00	45,380.00	0.0%	0.00	45,380.00
	MEDIA ADVERTISING	7,500.00	7,500.00	591,234.80	1.3%	33,734.80	550,000.00
	POSTAGE EQUIPMENT RENTAL	0.00	0.00	2,650.00	0.0%	1,986.48	663.52
	PROFESSIONAL SERVICES	851,821.13	851,821.13	3,173,401.00	26.8%	393,387.40	1,928,192.47
	PROPERTY MANAGEMENT SERVICES	0.00	0.00	1,395,000.00	0.0%	0.00	1,395,000.00
	TOTAL OUTSIDE SERVICES	859,333.16	859,333.16	5,210,665.80	16.5%	429,108.68	3,922,223.96
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	(200.00)	(200.00)	560,000.00	0.0%	0.00	560,200.00
	MILEAGE REIMBURSEMENT	0.00	0.00	2,500.00	0.0%	0.00	2,500.00
	MEMBERSHIP AND DUES	882.00	882.00	48,000.00	1.8%	0.00	47,118.00
	TOTAL TRAVEL - TRAINING - DUES	682.00	682.00	610,500.00	0.1%	0.00	609,818.00
O5 - CLAIMS AND INSURANCE							
		34,511.25	34,511.25	138,045.00	25.0%	0.00	103,533.75
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	0.00	0.00	215,898.00	0.0%	0.00	215,898.00
	BUSINESS DEV INCENTIVE PROG	6,494.00	6,494.00	500,000.00	1.3%	0.00	493,506.00
	CONVENTION SERVICES MATERIALS	232.10	232.10	92,999.00	0.2%	2,999.00	89,767.90
	EVENT SPONSORSHIPS	48,417.50	48,417.50	127,800.00	37.9%	0.00	79,382.50
	ICVB VOLUNTEER PROGRAM	0.00	0.00	5,000.00	0.0%	0.00	5,000.00
	LOCAL PROGRAMS-PROMOTIONS	0.00	0.00	584,500.00	0.0%	0.00	584,500.00
	TOTAL MISCELLANEOUS EXPENSES	55,143.60	55,143.60	1,526,197.00	3.6%	2,999.00	1,468,054.40
P1 - CAPITAL EXPENDITURES							
		0.00	0.00	186,353.00	0.0%	0.00	186,353.00
P5 - TRANSFERS OUT							
	TRSF TO ICVB RESERVE	0.00	0.00	500,000.00	0.0%	0.00	500,000.00
	TRSF TO ICVB CONV CENTER	0.00	0.00	363,000.00	100.0%	0.00	363,000.00
	TOTAL TRANSFERS OUT	0.00	0.00	863,000.00	0.0%	0.00	863,000.00
TOTAL EXPENDITURES		1,045,731.44	1,045,731.44	11,911,216.80	8.8%	472,050.44	10,393,434.92

Beginning Fund Balance	2,166,241.53
Revenues	15,300.00
Expenditures	(1,045,731.44)
Ending Fund Balance	1,135,810.09

NOTE:

EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.



2204 - ICVB CONVENTION CENTER
MONTHLY BALANCE SHEET
OCTOBER 2021

Assets

Cash and equivalents	3,033,560.11
Investments	1,603,000.00

Total Assets	<u>4,636,560.11</u>
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Liabilities

Unearned revenue	2,959,732.65
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Total Liabilities	<u>2,959,732.65</u>
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Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
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Unreserved	1,676,827.46
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Total Fund Balance	<u>1,676,827.46</u>
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Total Liabilities and Fund Balance	<u>4,636,560.11</u>
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IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE/CIP FUND
MONTHLY FINANCIAL REPORT
OCTOBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	0.00	0.00	2,878,667.00	0.0%	0.00	2,878,667.00
M4 - INVESTMENT INCOME		0.00	0.00	500.00	0.0%	0.00	500.00
M5 - MISCELLANEOUS		1,021,924.37	1,021,924.37	1,264,000.00	80.8%	0.00	242,075.63
M6 - TRANSFER FROM ICVB GENERAL		0.00	0.00	363,000.00	0.0%	0.00	363,000.00
TOTAL REVENUE		1,021,924.37	1,021,924.37	4,506,167.00	22.7%	0.00	3,484,242.63
EXPENDITURES							
N4 - SUPPLIES		0.00	0.00	114,794.00	0.0%	0.00	114,794.00
N7 - STRUCTURE MAINTENANCE		21,924.37	21,924.37	264,000.00	8.3%	0.00	242,075.63
O3 - OUTSIDE SERVICES		0.00	0.00	352,000.00	0.0%	0.00	352,000.00
O4 - TRAVEL / TRAIN / DUES		0.00	0.00	35,000.00	0.0%	0.00	35,000.00
P1 - CAPITAL EXPENDITURES		0.00	0.00	2,376,873.00	0.0%	0.00	2,376,873.00
TOTAL EXPENDITURES		21,924.37	21,924.37	3,142,667.00	0.7%	0.00	3,120,742.63

Beginning Fund Balance	676,827.46
Revenues	1,021,924.37
Expenditures	(21,924.37)
Ending Fund Balance	1,676,827.46

NOTE:
EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.

Irving Convention and Visitors Bureau

Check Register

October 2021



Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount ARPA	HOT Tax
80061922	10/7/2021	AMERICAN HORSE PUBLICATIONS, INC.			1,140.00	
		BUSINESS DEV INCENTIVE PROG	AHP EQUINE MEDIA CONFERENCE/SEPT 2021	1,140.00		
80061923	10/7/2021	BH DFW PROPERTY LP			1,008.00	
		BUSINESS DEV INCENTIVE PROG	INTERNATIONAL BIOMETRIC ASSOCIATION/SEPT 2021	1,008.00		
80061924	10/7/2021	COWBOYS EXPERIENCE			48.00	
		BUSINESS DEV INCENTIVE PROG	COWBOYS EXPERIENCE/SEPT 2021	48.00		
80061925	10/7/2021	CUTTS, SUSAN			100.00	
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES	100.00		
80061926	10/7/2021	DALLAS FORT WORTH AIRPORT MARRIOTT			760.00	
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE PUMP & MECHANICAL SEAL	115.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE MECHANICAL SEAL FUNDAMENTALS/JULY	75.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE PUMP SYSTEM ANALYSIS/SEPT 2021	5.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE CRT ENGINEERED OVERHUNG PUMP/SEPT	15.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE PUMP SYSTEM ANALYSIS/JULY 2021	65.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE CENTRIFUGAL PUMP	50.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE PUMP & MECHANICAL SEAL/AUG 21	10.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE TRAIN THE TRAINER CERT/SEPT 2021	20.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE CV-1 M-LKUHVP/SEPT 2021	390.00		
		BUSINESS DEV INCENTIVE PROG	FLOWSERVE PUMP & MECHANICAL SEAL	15.00		
80061927	10/7/2021	DMO PROZ			11,000.00	
		PROFESSIONAL SERVICES	STRATEGIC PLANNING- FEE / REIMBURSABLES	11,000.00		
80061928	10/7/2021	SMG			2,080.00	
		BUSINESS DEV INCENTIVE PROG	TEXAS PODIATRIC MEDICAL ASSOCIATION/SEPT 2021	1,955.00		
		BUSINESS DEV INCENTIVE PROG	TEXAS PODIATRIC MEDICAL OVERFLOW/SEPT 2021	125.00		
80061929	10/7/2021	MALONEY STRATEGIC COMMUNICATION INC				2,965.00
		PROFESSIONAL SERVICES	NEW IDEAS PROGRAM CAMPAIGN	2,965.00		
80061930	10/7/2021	HCD DALLAS CORPORATION			3,635.00	
		BUSINESS DEV INCENTIVE PROG	PMI ANNUAL SUMMIT/SEPT 2021	3,635.00		
80061931	10/7/2021	PROVIDENT GROUP - IRVING PROPERTIES, LLC			1,250.00	
		BUSINESS DEV INCENTIVE PROG	PRODUCTIVE DENTIST ACADEMY/SEPT 2021	1,250.00		
80061932	10/7/2021	STAPLES				291.55
		OFFICE SUPPLIES	OFFICE SUPPLIES	102.91		
		CONVENTION SERVICES MATERIALS	OFFICE SUPPLIES	232.10		
		OFFICE SUPPLIES	OFFICE SUPPLIES	(43.46)		
80061933	10/14/2021	DIPIETRO, KATHERINE			50.00	100.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
		TRAVEL AND TRAINING	HOST PROFESSIONAL FRATERNITY ASSN 2021	50.00		
		TRAVEL AND TRAINING	RCMA BOARD MEETING	25.00		
80061934	10/14/2021	FOJTASEK, LORI				75.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061935	10/14/2021	FOSTER, WENDY				150.00
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061936	10/14/2021	GAST, MAURA				2.00
		MILEAGE REIMBURSEMENT	SEPT 2021 - MILEAGE	2.00		
80061937	10/14/2021	HOPKINS, CHERYL				75.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061938	10/14/2021	IRVING - LAS COLINAS ROTARY CLUB				40.00
		MEMBERSHIPS, CERTS, & LICENSES	SEPTEMBER 2021	40.00		

Irving Convention and Visitors Bureau

Check Register

October 2021



Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount ARPA	HOT Tax
80061939	10/14/2021	SMG			114,207.80	
		PROFESSIONAL SERVICES	GLASS CLEANING	9,100.00		
		PROFESSIONAL SERVICES	CUBICLE CONFIGURATION	8,379.98		
		OTHER SUPPLIES	TABLE COVERS	8,848.55		
		PROFESSIONAL SERVICES	EVENT STAFFING	24,993.99		
		OTHER SUPPLIES	PROTECTIVE GEAR AND PAPER PRODUCTS	9,371.05		
		BUILDINGS MAINT	REPAIR ROOF FANS	8,198.00		
		BUILDINGS MAINT	ELEVATOR SUMP PUMPS	6,693.00		
		OTHER SUPPLIES	HVAC FILTERS	38,623.23		
80061940	10/14/2021	LAUDA, MARIANNE				75.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061941	10/14/2021	LEVINE, KATHY				130.88
		COMMUNICATIONS	AUG 2021 - CELL	65.44		
		COMMUNICATIONS	SEPT 2021 - CELL	65.44		
80061942	10/14/2021	LOPEZ, BRENDA				75.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061943	10/14/2021	MANSELL, LORI				85.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
		TRAVEL AND TRAINING	SOUTHWEST SHOWCASE - AUGUST 2021	10.00		
80061944	10/14/2021	STAMATS COMMUNICATIONS, INC.			10,000.00	
		MEDIA ADVERTISING	ADVERTISING	10,000.00		
80061945	10/14/2021	PETTY, BRICE				71.66
		COMMUNICATIONS	SEPT 2021 - CELL	71.66		
80061946	10/14/2021	PFaff, DIANA				730.05
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
		COMMUNICATIONS	DEC 2020 - CELL	65.00		
		COMMUNICATIONS	JAN 2021 - CELL / EQUIPMENT REIMBURSEMENT	165.00		
		COMMUNICATIONS	MAR 2021 - CELL	75.00		
		COMMUNICATIONS	MAY 2021 - CELL / MISC	75.00		
		LOCAL PROGRAMS-PROMOTIONS	MAY 2021 - CELL / MISC	(14.95)		
		COMMUNICATIONS	JUN 2021 - CELL	75.00		
		COMMUNICATIONS	JUL 2021 - CELL	75.00		
		COMMUNICATIONS	NOV 2020 - CELL	65.00		
80061947	10/14/2021	ROBERTS, DEBBIE				75.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061948	10/14/2021	ROSE, SUSAN				43.75
		COMMUNICATIONS	SEPT 2021 - CELL	43.75		
80061949	10/14/2021	STODDARD, CAROL				64.06
		COMMUNICATIONS	SEPT 2021 - CELL	64.06		
80061950	10/21/2021	DALLAS SECURITY TRADERS ASSOCIATION (DSTA)			820.00	
		BUSINESS DEV INCENTIVE PROG	DSTA ANNUAL CONVENTION/SEPT 2021	820.00		
80061951	10/21/2021	FLOWSERVE CORPORATION			120.00	
		BUSINESS DEV INCENTIVE PROG	PB GLOBAL OPERATIONS EXCELLENCE GROUP	120.00		
80061952	10/21/2021	EX DALLAS LP				882.00
		MEMBERSHIPS, CERTS, & LICENSES	OCTOBER 2021	882.00		
80061953	10/21/2021	MANSOUR, KAYLA				150.00
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061954	10/21/2021	MANUSAMA, DEBORA CHRISTY			1,200.00	
		MARKETING RESOURCES	WATERSTREET PHOTOS & VERTICAL VIDEOS	1,200.00		
80061955	10/21/2021	SIRMEN, LORI				132.72
		COMMUNICATIONS	AUG 2021 - CELL	75.00		
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
		SUBSCRIPTIONS-PUBLICATIONS	SEPT 2021 - CELL	(17.28)		
80061956	10/21/2021	SMG				21,924.37
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - OCT 2021	21,924.37		

Irving Convention and Visitors Bureau

Check Register

October 2021



Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount ARPA	HOT Tax
80061957	10/21/2021	SMG				12,842.00
		BUILDINGS MAINT	CAPITAL IMPROVEMENT PROJECT	12,842.00		
80061958	10/21/2021	VERIZON WIRELESS SERVICES, LLC				329.06
		COMMUNICATIONS	SEPTEMBER 2021	159.47		
		COMMUNICATIONS	SEPTEMBER 2021	93.33		
		COMMUNICATIONS	SEPTEMBER 2021	76.26		
80061959	10/21/2021	WFAA-TV INC			5,562.40	
		MEDIA ADVERTISING	ADVERTISING	5,562.40		
80061960	10/21/2021	WHITE, MONTY				75.00
		COMMUNICATIONS	SEPT 2021 - CELL	75.00		
80061961	10/28/2021	CSC HOLDINGS, LLC			1,430.00	
		BUSINESS DEV INCENTIVE PROG	DISCOVER GLOBALLEE/OCT 2021	1,430.00		
80061962	10/28/2021	CUTTS, SUSAN			1,168.75	
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - OCT 01 - 08, 2021	475.00		
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - OCT 11 - 22, 2021	693.75		
80061963	10/28/2021	EX DALLAS LP			1,584.00	
		BUSINESS DEV INCENTIVE PROG	CLEVELAND INDIANS VS TX RANGERS/OCT 2021	784.00		
		BUSINESS DEV INCENTIVE PROG	IDA ANNUAL FALL CONFERENCE/OCT 2021	800.00		
80061964	10/28/2021	SIMPLEVIEW WORLDWIDE, INC.			830,000.00	
		PROFESSIONAL SERVICES	ADDITIONAL SERVICES	830,000.00		
80061965	10/28/2021	SMG			8,792.27	
		TRAVEL AND TRAINING	PFA 2021 CONFERENCE RECEPTION	3,217.54		
		PROFESSIONAL SERVICES	NETWORK SERVICES	5,574.73		
80061966	10/28/2021	SPORTS BUSINESS JOURNAL			7,500.00	
		MEDIA ADVERTISING	ADVERTISING	7,500.00		
80061967	10/28/2021	TEXAS HOTEL & LODGING ASSOCIATION			48,417.50	
		EVENT SPONSORSHIPS	OCT 1, 2021 - SEPT 30, 2022	48,417.50		
80061968	10/28/2021	TUCKER & ASSOCIATES, LLC			4,077.65	
		PROFESSIONAL SERVICES	OCT 2021 - REIMBURSABLES	77.65		
		PROFESSIONAL SERVICES	MONTHLY RETAINER - OCT 2021	4,000.00		
		Total Number of Invoices	89	1,097,335.47	1,055,951.37	41,384.10
		Total Number of Checks	47		96.2%	3.8%



ICVB
FINANCIAL STATEMENTS

For Period Ending:
November 2021



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
NOVEMBER 2021

Assets

Cash and equivalents	7,700,133.78
Investments	1,410,400.00

Total Assets

9,110,533.78

Liabilities

Accounts payables	518,057.94
Unearned revenue	7,847,044.81
Due to other funds	80.00

Total Liabilities

8,365,182.75

Fund Balance (Budgetary basis)

Reserve for encumbrances	432,200.22
Unreserved	313,150.81

Total Fund Balance

745,351.03

Total Liabilities and Fund Balance

9,110,533.78



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
NOVEMBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	0.00	0.00	5,397,466.00	0.0%	0.00	5,397,466.00
	PENALTY AND INTEREST	0.00	0.00	0.00	100.0%	0.00	0.00
	PRIOR YEAR	0.00	0.00	0.00	100.0%	0.00	0.00
	SHORT-TERM RENTALS	0.00	0.00	0.00	100.0%	0.00	0.00
	TOTAL HOTEL/MOTEL TAX	0.00	0.00	5,397,466.00	0.0%	0.00	5,397,466.00
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	0.00	0.00	7,398,345.00	0.0%	0.00	7,398,345.00
M4 - INVESTMENT INCOME							
		12.81	12.81	3,000.00	0.4%	0.00	2,987.19
M5 - MISCELLANEOUS							
		(7,650.00)	7,650.00	30,000.00	25.5%	0.00	22,350.00
TOTAL REVENUE		(7,637.19)	7,662.81	12,828,811.00	0.1%	0.00	12,821,148.19
EXPENDITURES							
N1 - SALARIES							
		200,940.13	273,286.28	2,617,580.00	10.4%	0.00	2,344,293.72
N2 - BENEFITS							
		54,913.24	78,338.03	701,288.00	11.2%	0.00	622,949.97
N4 - SUPPLIES							
		1,269.82	1,460.31	31,488.00	4.6%	57,542.76	(27,515.07)
O1 - UTILITIES (COMMUNICATIONS)							
		1,098.92	1,198.92	26,100.00	4.6%	0.00	24,901.08
O3 - OUTSIDE SERVICES							
	FREIGHT	8.29	20.32	3,000.00	0.7%	0.00	2,979.68
	MARKETING AND SALES RESOURCES	851.22	851.22	45,380.00	1.9%	0.00	44,528.78
	MEDIA ADVERTISING	0.00	7,500.00	591,234.80	1.3%	51,567.80	532,167.00
	POSTAGE EQUIPMENT RENTAL	0.00	0.00	2,650.00	0.0%	1,986.48	663.52
	PROFESSIONAL SERVICES	93,649.64	945,470.77	3,173,401.00	29.8%	318,104.18	1,909,826.05
	PROPERTY MANAGEMENT SERVICES	0.00	0.00	1,395,000.00	0.0%	0.00	1,395,000.00
	TOTAL OUTSIDE SERVICES	94,509.15	953,842.31	5,210,665.80	18.3%	371,658.46	3,885,165.03
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	4,023.57	3,823.57	560,000.00	0.7%	0.00	556,176.43
	MILEAGE REIMBURSEMENT	0.00	0.00	2,500.00	0.0%	0.00	2,500.00
	MEMBERSHIP AND DUES	10,282.00	11,164.00	48,000.00	23.3%	0.00	36,836.00
	TOTAL TRAVEL - TRAINING - DUES	14,305.57	14,987.57	610,500.00	2.5%	0.00	595,512.43
O5 - CLAIMS AND INSURANCE							
		0.00	34,511.25	138,045.00	25.0%	0.00	103,533.75
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	0.00	0.00	215,898.00	0.0%	0.00	215,898.00
	BUSINESS DEV INCENTIVE PROG	12,838.41	19,332.41	500,000.00	3.9%	0.00	480,667.59
	CONVENTION SERVICES MATERIALS	22.63	254.73	92,999.00	0.3%	2,999.00	89,745.27
	EVENT SPONSORSHIPS	0.00	48,417.50	127,800.00	37.9%	0.00	79,382.50
	ICVB VOLUNTEER PROGRAM	0.00	0.00	5,000.00	0.0%	0.00	5,000.00
	LOCAL PROGRAMS-PROMOTIONS	2,924.00	2,924.00	584,500.00	0.5%	0.00	581,576.00
	TOTAL MISCELLANEOUS EXPENSES	15,785.04	70,928.64	1,526,197.00	4.6%	2,999.00	1,452,269.36
P1 - CAPITAL EXPENDITURES							
		0.00	0.00	186,353.00	0.0%	0.00	186,353.00
P5 - TRANSFERS OUT							
	TRSF TO ICVB RESERVE	0.00	0.00	500,000.00	0.0%	0.00	500,000.00
	TRSF TO ICVB CONV CENTER	0.00	0.00	363,000.00	100.0%	0.00	363,000.00
	TOTAL TRANSFERS OUT	0.00	0.00	863,000.00	0.0%	0.00	863,000.00
TOTAL EXPENDITURES		382,821.87	1,428,553.31	11,911,216.80	12.0%	432,200.22	10,050,463.27

Beginning Fund Balance	2,166,241.53
Revenues	7,662.81
Expenditures	(1,428,553.31)
Ending Fund Balance	745,351.03

NOTE:

EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.



2204 - ICVB CONVENTION CENTER
MONTHLY BALANCE SHEET
NOVEMBER 2021

Assets

Cash and equivalents	3,055,520.95
Investments	1,603,000.00

Total Assets

4,658,520.95

Liabilities

Accounts payables	21,934.27
Unearned revenue	2,959,732.65

Total Liabilities

2,981,666.92

Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	1,676,854.03

Total Fund Balance

1,676,854.03

Total Liabilities and Fund Balance

4,658,520.95



IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE/CIP FUND
MONTHLY FINANCIAL REPORT
NOVEMBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	0.00	0.00	2,878,667.00	0.0%	0.00	2,878,667.00
M4 - INVESTMENT INCOME		36.47	36.47	500.00	7.3%	0.00	463.53
M5 - MISCELLANEOUS		21,924.37	1,043,848.74	1,264,000.00	82.6%	0.00	220,151.26
M6 - TRANSFER FROM ICVB GENERAL		0.00	0.00	363,000.00	0.0%	0.00	363,000.00
TOTAL REVENUE		21,960.84	1,043,885.21	4,506,167.00	23.2%	0.00	3,462,281.79

EXPENDITURES							
N4 - SUPPLIES		0.00	0.00	114,794.00	0.0%	0.00	114,794.00
N7 - STRUCTURE MAINTENANCE		21,934.27	43,858.64	264,000.00	16.6%	0.00	220,141.36
O3 - OUTSIDE SERVICES		0.00	0.00	352,000.00	0.0%	0.00	352,000.00
O4 - TRAVEL / TRAIN / DUES		0.00	0.00	35,000.00	0.0%	0.00	35,000.00
P1 - CAPITAL EXPENDITURES		0.00	0.00	2,376,873.00	0.0%	0.00	2,376,873.00
TOTAL EXPENDITURES		21,934.27	43,858.64	3,142,667.00	1.4%	0.00	3,098,808.36

Beginning Fund Balance	676,827.46
Revenues	1,043,885.21
Expenditures	(43,858.64)
Ending Fund Balance	1,676,854.03

NOTE:
EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.

Irving Convention and Visitors Bureau

Check Register
November 2021



Check #	Check Date	Line Item Description	Invoice Amount	Check Amount ARPA	HOT Tax
80061969	11/4/2021	AMERICAN RECOVERY ASSOCIATION, INC BUSINESS DEV INCENTIVE PROG NARS AND ANNUAL MEETING/OCT 2021	2,735.00	2,735.00	
80061970	11/4/2021	BOY SCOUTS OF AMERICA BUSINESS DEV INCENTIVE PROG NATIONAL EXECUTIVE BOARD & COMMITTEES	225.00	225.00	
80061971	11/4/2021	HCD DALLAS CORPORATION BUSINESS DEV INCENTIVE PROG UNIFIED GROUP FINANCIAL FORUM/OCT 2021	520.00	520.00	
80061972	11/4/2021	SOTO, MONICA COMMUNICATIONS CELL PHONE - OCTOBER 2021	25.00		25.00
80061973	11/4/2021	STALLINGS, APRIL COMMUNICATIONS CELL PHONE - OCTOBER 2021	75.00		75.00
80061974	11/11/2021	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC ACCOUNTS PAYABLE OCT 2021 – RECEIPTS	35,036.68	27,082.55	7,954.13
80061975	11/11/2021	BILBIA, CHELSEA PROFESSIONAL SERVICES BLOG POSTS – OCT 2021	200.00	200.00	
80061976	11/11/2021	DELL MARKETING L P PROFESSIONAL SERVICES DELL WARRANTY SERVICE ON SERVERS	1,632.53	1,632.53	
80061977	11/11/2021	FEDERAL EXPRESS CORPORATION FREIGHT SHIPPING	12.03		12.03
80061978	11/11/2021	EX DALLAS LP BUSINESS DEV INCENTIVE PROG WINDSOR NATIONAL ASSOCIATES/OCT 2021	570.00	570.00	
80061979	11/11/2021	ROBERTS, DEBBIE COMMUNICATIONS OCT 2021 - CELL / MISC	75.00		201.63
		BUSINESS DEV INCENTIVE PROG OCT 2021 - CELL / MISC	126.63		
80061980	11/11/2021	SHERATON DFW AIRPORT HOTEL BUSINESS DEV INCENTIVE PROG DALLAS DANCE FESTIVAL/NOV 2021	1,620.00	1,620.00	
80061981	11/11/2021	SMG PROFESSIONAL SERVICES NETWORK SERVICES	5,551.28	5,551.28	327.36
		LOCAL PROGRAMS-PROMOTIONS CATERING	327.36		
80061982	11/11/2021	TEXAS HOUSE OF REPRESENTATIVES CONVENTION SERVICES MATERIALS TEXAS FLAG/CERTIFICATE	22.63	22.63	
80061983	11/11/2021	TUCKER & ASSOCIATES, LLC PROFESSIONAL SERVICES MONTHLY RETAINER - NOV 2021	4,000.00	4,000.00	
80061984	11/17/2021	100TH BOMB GROUP FOUNDATION, INC. BUSINESS DEV INCENTIVE PROG 100TH BOMB GROUP REUNION/OCT 2021	2,730.00	2,730.00	
80061985	11/17/2021	BH DFW PROPERTY LP BUSINESS DEV INCENTIVE PROG FEDERATION OF FIRE CHAPLAINS/OCT 2021	1,428.00	1,428.00	
80061986	11/17/2021	CSC HOLDINGS, LLC BUSINESS DEV INCENTIVE PROG US AIRFORCE ACADEMY VS ARMY FOOTBALL	1,245.00	1,245.00	
80061987	11/17/2021	DALLAS FORT WORTH AIRPORT MARRIOTT BUSINESS DEV INCENTIVE PROG TEXAS A&M MASTER NATURALISTS 22ND ANNUAL/OCT	1,505.00	1,505.00	
80061988	11/17/2021	FLTI BUSINESS DEV INCENTIVE PROG WEEKEND TO REMEMBER/NOV 2021	2,060.00	2,060.00	
80061989	11/17/2021	FEDERAL EXPRESS CORPORATION FREIGHT SHIPPING	8.29		8.29
80061990	11/17/2021	EX DALLAS LP MEMBERSHIPS, CERTS, & LICENSES NOVEMBER 2021	882.00		882.00
80061991	11/17/2021	HOPKINS, CHERYL COMMUNICATIONS OCT 2021 - CELL	75.00		75.00
80061992	11/17/2021	IRVING - LAS COLINAS ROTARY CLUB LOCAL PROGRAMS-PROMOTIONS ICVB BOARD SERVICE RECOGNITION - LINDSEY	100.00		100.00
80061993	11/17/2021	IRVING HEALTHCARE FOUNDATION LOCAL PROGRAMS-PROMOTIONS ICVB BOARD SERVICE RECOGNITION - LEAR	100.00		100.00
80061994	11/17/2021	LAUDA, MARIANNE COMMUNICATIONS OCT 2021 - CELL	75.00		75.00
80061995	11/17/2021	LEVINE, KATHY COMMUNICATIONS OCT 2021 - CELL	65.44		65.44

Irving Convention and Visitors Bureau

Check Register
November 2021



Check #	Check Date	Line Item Description	Invoice Amount	Check Amount	
				ARPA	HOT Tax
80061996	11/17/2021	MANSELL, LORI COMMUNICATIONS OCT 2021 - CELL	75.00		75.00
80061997	11/17/2021	HCD DALLAS CORPORATION BUSINESS DEV INCENTIVE PROG XDTI CUSTOMER CONFERENCE/NOV 2021	692.00	692.00	
80061998	11/17/2021	PETTY, BRICE COMMUNICATIONS OCT 2021	71.66		71.66
80061999	11/17/2021	ROSE, SUSAN COMMUNICATIONS OCT 2021 - CELL	43.70		43.70
80062000	11/17/2021	SHERATON DFW AIRPORT HOTEL BUSINESS DEV INCENTIVE PROG BROTHERHOOD OF MEN/OCT 2021	675.00	675.00	
80062001	11/17/2021	SIMPLEVIEW WORLDWIDE, INC. PROFESSIONAL SERVICES 1ST QUARTER	7,375.00	66,269.25	
		PROFESSIONAL SERVICES 1ST QUARTER	58,894.25		
80062002	11/17/2021	STALLINGS, APRIL COMMUNICATIONS CELL PHONE - NOVEMBER 2021	75.00		75.00
80062003	11/17/2021	STAPLES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES BUSINESS DEV INCENTIVE PROG OFFICE SUPPLIES	123.49 26.51 186.78		336.78
80062004	11/17/2021	VERIZON WIRELESS SERVICES, LLC COMMUNICATIONS OCTOBER 2021 COMMUNICATIONS OCTOBER 2021 COMMUNICATIONS OCTOBER 2021	159.47 76.26 93.33		329.06
		Total Number of Invoices	43	131,595.32	120,763.24
		Total Number of Checks	36		10,832.08
				91.8%	8.2%



ICVB
FINANCIAL STATEMENTS

For Period Ending:
December 2021



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
DECEMBER 2021

Assets

Cash and equivalents	6,343,217.69
Investments	2,024,400.00

Total Assets

8,367,617.69

Liabilities

Accounts payables	5,657.41
Unearned revenue	7,847,044.81
Due to other funds	160.00

Total Liabilities

7,852,862.22

Fund Balance (Budgetary basis)

Reserve for encumbrances	859,845.98
Unreserved	(345,090.51)

Total Fund Balance

514,755.47

Total Liabilities and Fund Balance

8,367,617.69



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
DECEMBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	604,760.63	604,760.63	5,397,466.00	11.2%	0.00	4,792,705.37
	PENALTY AND INTEREST	319.80	319.80	0.00	100.0%	0.00	(319.80)
	PRIOR YEAR	31,038.27	31,038.27	0.00	100.0%	0.00	(31,038.27)
	SHORT-TERM RENTALS	3,943.85	3,943.85	0.00	100.0%	0.00	(3,943.85)
	TOTAL HOTEL/MOTEL TAX	640,062.55	640,062.55	5,397,466.00	11.9%	0.00	4,757,403.45
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	0.00	0.00	7,398,345.00	0.0%	0.00	7,398,345.00
M4 - INVESTMENT INCOME							
		23.66	36.47	3,000.00	1.2%	0.00	2,963.53
M5 - MISCELLANEOUS							
		0.00	7,650.00	30,000.00	25.5%	0.00	22,350.00
TOTAL REVENUE		640,086.21	647,749.02	12,828,811.00	5.0%	0.00	12,181,061.98
EXPENDITURES							
N1 - SALARIES							
		264,656.86	537,943.14	2,617,580.00	20.6%	0.00	2,079,636.86
N2 - BENEFITS							
		66,883.39	145,221.42	701,288.00	20.7%	0.00	556,066.58
N4 - SUPPLIES							
		6,530.93	7,991.24	31,488.00	25.4%	53,142.76	(29,646.00)
O1 - UTILITIES (COMMUNICATIONS)							
		1,630.26	2,829.18	26,100.00	10.8%	0.00	23,270.82
O3 - OUTSIDE SERVICES							
	FREIGHT	50.17	70.49	3,000.00	2.3%	0.00	2,929.51
	MARKETING AND SALES RESOURCES	1,272.28	2,123.50	45,380.00	4.7%	0.00	43,256.50
	MEDIA ADVERTISING	38,941.46	46,441.46	582,399.80	8.0%	20,678.00	515,280.34
	POSTAGE EQUIPMENT RENTAL	662.16	662.16	2,650.00	25.0%	1,324.32	663.52
	PROFESSIONAL SERVICES	48,206.29	993,677.06	3,173,401.00	31.3%	784,700.90	1,395,023.04
	PROPERTY MANAGEMENT SERVICES	348,000.00	348,000.00	1,395,000.00	24.9%	0.00	1,047,000.00
	TOTAL OUTSIDE SERVICES	437,132.36	1,390,974.67	5,201,830.80	26.7%	806,703.22	3,004,152.91
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	373.64	4,197.21	560,000.00	0.7%	0.00	555,802.79
	MILEAGE REIMBURSEMENT	40.95	40.95	2,500.00	1.6%	0.00	2,459.05
	MEMBERSHIP AND DUES	6,546.00	17,710.00	48,000.00	36.9%	0.00	30,290.00
	TOTAL TRAVEL - TRAINING - DUES	6,960.59	21,948.16	610,500.00	3.6%	0.00	588,551.84
O5 - CLAIMS AND INSURANCE							
		0.00	34,511.25	138,045.00	25.0%	0.00	103,533.75
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	25,602.50	25,602.50	215,898.00	11.9%	0.00	190,295.50
	BUSINESS DEV INCENTIVE PROG	44,556.70	63,889.11	500,000.00	12.8%	0.00	436,110.89
	CONVENTION SERVICES MATERIALS	2,803.83	3,058.56	92,803.83	3.3%	0.00	89,745.27
	EVENT SPONSORSHIPS	0.00	48,417.50	127,800.00	37.9%	0.00	79,382.50
	ICVB VOLUNTEER PROGRAM	0.00	0.00	5,000.00	0.0%	0.00	5,000.00
	LOCAL PROGRAMS-PROMOTIONS	13,924.35	16,848.35	584,500.00	2.9%	0.00	567,651.65
	TOTAL MISCELLANEOUS EXPENSES	86,887.38	157,816.02	1,526,001.83	10.3%	0.00	1,368,185.81
P1 - CAPITAL EXPENDITURES							
		0.00	0.00	186,353.00	0.0%	0.00	186,353.00
P5 - TRANSFERS OUT							
	TRSF TO ICVB RESERVE	0.00	0.00	500,000.00	0.0%	0.00	500,000.00
	TRSF TO ICVB CONV CENTER	0.00	0.00	363,000.00	100.0%	0.00	363,000.00
	TOTAL TRANSFERS OUT	0.00	0.00	863,000.00	0.0%	0.00	863,000.00
TOTAL EXPENDITURES		870,681.77	2,299,235.08	11,902,186.63	19.3%	859,845.98	8,743,105.57

Beginning Fund Balance	2,166,241.53
Revenues	647,749.02
Expenditures	(2,299,235.08)
Ending Fund Balance	514,755.47

NOTE:

EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.



2204 - ICVB CONVENTION CENTER
MONTHLY BALANCE SHEET
DECEMBER 2021

Assets

Cash and equivalents	2,256,682.57
Investments	1,603,000.00

Total Assets	<u>3,859,682.57</u>
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Liabilities

Unearned revenue	2,959,732.65
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Total Liabilities	<u>2,959,732.65</u>
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Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
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Unreserved	899,949.92
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Total Fund Balance	<u>899,949.92</u>
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Total Liabilities and Fund Balance	<u>3,859,682.57</u>
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IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE/CIP FUND
MONTHLY FINANCIAL REPORT
DECEMBER 2021

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	0.00	0.00	2,878,667.00	0.0%	0.00	2,878,667.00
M4 - INVESTMENT INCOME		50.07	86.54	500.00	17.3%	0.00	413.46
M5 - MISCELLANEOUS		21,924.37	1,065,773.11	1,264,000.00	84.3%	0.00	198,226.89
M6 - TRANSFER FROM ICVB GENERAL		0.00	0.00	363,000.00	0.0%	0.00	363,000.00
TOTAL REVENUE		21,974.44	1,065,859.65	4,506,167.00	23.7%	0.00	3,440,307.35

EXPENDITURES							
N4 - SUPPLIES		0.00	0.00	114,794.00	0.0%	0.00	114,794.00
N7 - STRUCTURE MAINTENANCE		31,848.47	75,707.11	264,000.00	28.7%	0.00	188,292.89
O3 - OUTSIDE SERVICES		0.00	0.00	352,000.00	0.0%	0.00	352,000.00
O4 - TRAVEL / TRAIN / DUES		0.00	0.00	35,000.00	0.0%	0.00	35,000.00
P1 - CAPITAL EXPENDITURES		767,030.08	767,030.08	2,376,873.00	32.3%	0.00	1,609,842.92
TOTAL EXPENDITURES		798,878.55	842,737.19	3,142,667.00	26.8%	0.00	2,299,929.81

Beginning Fund Balance	676,827.46
Revenues	1,065,859.65
Expenditures	(842,737.19)
Ending Fund Balance	899,949.92

NOTE:
EXPENDITURES INCLUDE PAYMENTS MADE FROM HOTEL TAX AND ARPA FUNDS.
PLEASE REFER TO THE MONTHLY CHECK REGISTER FOR A BREAKDOWN EXPENDITURES BY TYPE.

Irving Convention and Visitors Bureau

Check Register

December 2021



Check #	Check Date	Vendor Name Object Description	Line Item Description	Check Amount	
				ARPA	HOT Tax
80062005	12/2/2021	CISION US INC PROFESSIONAL SERVICES	CISION CONNECT PREMIUM MEDIA DATABASE	3,750.00	
80062006	12/2/2021	HIDDEN VALLEY PROMOTIONS, LLC LOCAL PROGRAMS-PROMOTIONS	HIGH SPIRITED CITIZENS HOLIDAY PARADE FLOAT	1,550.00	1,550.00
80062007	12/2/2021	IRVING - LAS COLINAS ROTARY CLUB MEMBERSHIPS, CERTS, & LICENSES	OCTOBER 2021	40.00	40.00
80062008	12/2/2021	SIRMEN, LORI COMMUNICATIONS	OCT 2021 - CELL / MISC	75.00	57.72
		MARKETING RESOURCES	OCT 2021 - CELL / MISC	(17.28)	
80062009	12/2/2021	SMG PROPERTY MANAGEMENT SERVICES	ADDITIONAL SUBSIDY	418,712.00	418,712.00
80062010	12/2/2021	SMG BUILDINGS MAINT	WESTIN GARAGE RENTAL - NOV 2021	21,934.27	21,934.27
80062011	12/2/2021	SMG PROFESSIONAL SERVICES	FY21 MANAGEMENT INCENTIVE FEE	93,731.00	93,731.00
80062012	12/2/2021	STODDARD, CAROL COMMUNICATIONS	OCT 2021 - CELL	64.06	64.06
80062013	12/2/2021	TUCKER & ASSOCIATES, LLC PROFESSIONAL SERVICES	NOV 2021 - REIMBURSABLES	78.16	78.16
80062014	12/2/2021	WHITE, MONTY COMMUNICATIONS	OCT 2021 - CELL	75.00	75.00
80062015	12/9/2021	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC ACCOUNTS PAYABLE	NOV 2021 - RECEIPTS	28,956.28	27,100.82
80062016	12/9/2021	BH DFW PROPERTY LP BUSINESS DEV INCENTIVE PROG	AMERICAN COUNTRY DANCE ASSOCIATION/NOV 2021	1,470.00	1,470.00
80062017	12/9/2021	BILBIA, CHELSEA PROFESSIONAL SERVICES	BLOG POSTS - NOV - DEC 2021	200.00	200.00
80062018	12/9/2021	CISION US INC PROFESSIONAL SERVICES	ANY US1 NEWSLINE/12-MONTH MEMBERSHIP/BASIC	2,248.00	2,248.00
80062019	12/9/2021	COLLEGIATE SPORTS TRAVEL, INC BUSINESS DEV INCENTIVE PROG	MARSHALL FOOTBALL TEAM/OCT 2021	460.00	460.00
80062020	12/9/2021	CUTTS, SUSAN PROFESSIONAL SERVICES	DATA ENTRY SERVICES - NOV 08 - 19, 2021	843.75	1,243.75
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - NOV 22 - DEC 03, 2021	400.00	
80062021	12/9/2021	DIPIETRO, KATHERINE COMMUNICATIONS	OCT 2021 - CELL	75.00	75.00
80062022	12/9/2021	FEDERAL EXPRESS CORPORATION FREIGHT	SHIPPING	19.19	30.85
		FREIGHT	SHIPPING	11.66	
80062023	12/9/2021	FOSTER, WENDY COMMUNICATIONS	OCT 2021 - CELL	75.00	75.00
80062024	12/9/2021	EX DALLAS LP BUSINESS DEV INCENTIVE PROG	TEXSOM/VENDOR ROOM BLOCK/NOV 2021	1,356.00	3,319.00
		BUSINESS DEV INCENTIVE PROG	TEXSOM/STAFF GUEST ROOM BLOCK/NOV 2021	1,336.00	
		BUSINESS DEV INCENTIVE PROG	LAS VEGAS RAIDERS NFL/NOV 2021	627.00	
80062025	12/9/2021	EX DALLAS LP MEMBERSHIPS, CERTS, & LICENSES	DECEMBER 2021	882.00	882.00
80062026	12/9/2021	GUARANTEED EXPRESS, INC. FREIGHT	LOCAL DELIVERY SERVICE	19.32	19.32
80062027	12/9/2021	IMAGO MEDIA, INC. MEDIA ADVERTISING	CARES ACT - ADVERTISING	2,500.00	2,500.00
80062028	12/9/2021	KRUGER, JAMES M. BUSINESS DEV INCENTIVE PROG	OU VS TX FAN EXPERIENCE/OCT 2021	714.00	714.00
80062029	12/9/2021	LEVINE, KATHY COMMUNICATIONS	NOV 2021 - CELL	65.44	65.44
80062030	12/9/2021	LOPEZ, BRENDA COMMUNICATIONS	OCT 2021 - CELL	75.00	75.00

Irving Convention and Visitors Bureau

Check Register
December 2021



Check #	Check Date	Vendor Name Object Description	Line Item Description	Check Amount	
				ARPA	HOT Tax
80062031	12/9/2021	MEETING PROFESSIONALS INTERNATIONAL		7,000.00	2,500.00
		MEDIA ADVERTISING	ADVERTISING	7,000.00	
		MEDIA ADVERTISING	CARES ACT - ADVERTISING	2,500.00	
80062032	12/9/2021	NORTHSTAR TRAVEL MEDIA, LLC			5,000.00
		MEDIA ADVERTISING	ADVERTISING	5,000.00	
80062033	12/9/2021	RODRIGUEZ, REYNALDO		5,250.00	
		BUSINESS DEV INCENTIVE PROG	PAMM MODEL AND TALENT EXPO/NOV 2021	5,250.00	
80062034	12/9/2021	ROWE, KRISTINA		100.00	
		PROFESSIONAL SERVICES	BLOG POSTS - NOV 2021	100.00	
80062035	12/9/2021	SHERATON DFW AIRPORT HOTEL		17,103.00	
		BUSINESS DEV INCENTIVE PROG	ASSURANT-PROJECT PHOENIX/WK 3/OCT 2021	1,137.00	
		BUSINESS DEV INCENTIVE PROG	ASSURANT-PROJECT PHOENIX/WK 4/OCT 2021	951.00	
		BUSINESS DEV INCENTIVE PROG	ASSURANT-PROJECT PHOENIX/WK 5/OCT 2021	1,275.00	
		BUSINESS DEV INCENTIVE PROG	ASSURANT-PROJECT PHOENIX/WK 6/NOV 2021	984.00	
		BUSINESS DEV INCENTIVE PROG	AMERICAN AIRLINESS NEW HIRE/OCT-NOV 2021	10,656.00	
		BUSINESS DEV INCENTIVE PROG	ASSURANT-PROJECT PHOENIX/WK 1/SEPT-OCT 2021	918.00	
		BUSINESS DEV INCENTIVE PROG	ASSURANT-PROJECT PHOENIX/WK 2/OCT 2021	1,182.00	
80062036	12/9/2021	SMG			21,914.47
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - DEC 2021	21,924.37	
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - NOV 2021	(9.90)	
80062037	12/9/2021	SMG		348,000.00	
		PROPERTY MANAGEMENT SERVICES	SUBSIDY	348,000.00	
80062038	12/9/2021	SMG		11,140.08	
		OFFICE MACHINERY	INFRARED GATE OPENERS	11,140.08	
80062039	12/9/2021	TUCKER & ASSOCIATES, LLC		4,000.00	
		PROFESSIONAL SERVICES	MONTHLY RETAINER - DEC 2021	4,000.00	
80062040	12/9/2021	WFAA-TV INC			5,562.40
		MEDIA ADVERTISING	ADVERTISING	5,562.40	
80062041	12/16/2021	CSC HOLDINGS, LLC		1,160.00	
		BUSINESS DEV INCENTIVE PROG	DFW CHURCH/DEC 2021	1,160.00	
80062042	12/16/2021	DIPIETRO, KATHERINE		20.00	
		TRAVEL AND TRAINING	CONNECT TEXAS 2021	20.00	
80062043	12/16/2021	FLTI		2,060.00	
		BUSINESS DEV INCENTIVE PROG	WEEKEND TO REMEMBER/NOV 2021	2,060.00	
80062044	12/16/2021	FOJTASEK, LORI			75.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00	
80062045	12/16/2021	FOSTER, WENDY			135.95
		COMMUNICATIONS	NOV 2021 - CELL / MISC / MILEAGE	75.00	
		LOCAL PROGRAMS-PROMOTIONS	NOV 2021 - CELL / MISC / MILEAGE	20.00	
		MILEAGE REIMBURSEMENT	NOV 2021 - CELL / MISC / MILEAGE	40.95	
80062046	12/16/2021	INTERACTIVE360		250.00	
		MARKETING RESOURCES	VIRTUAL TOUR ANNUAL HOSTING FEE	250.00	
80062047	12/16/2021	IRVING - LAS COLINAS ROTARY CLUB			40.00
		MEMBERSHIPS, CERTS, & LICENSES	NOVEMBER 2021	40.00	
80062048	12/16/2021	LAUDA, MARIANNE			75.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00	
80062049	12/16/2021	LOPEZ, BRENDA			75.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00	
80062050	12/16/2021	MALONEY STRATEGIC COMMUNICATION INC		15,365.00	
		PROFESSIONAL SERVICES	2021/2022 ICVB ADVERTISING MANAGEMENT Q1	14,750.00	
		PROFESSIONAL SERVICES	2021 ICVB STORAGE FEE - OCTOBER	205.00	
		PROFESSIONAL SERVICES	2021 ICVB STORAGE FEE - NOVEMBER	205.00	
		PROFESSIONAL SERVICES	2021 ICVB STORAGE FEE - DECEMBER	205.00	
80062051	12/16/2021	MANSELL, LORI			75.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00	
80062052	12/16/2021	NAYLOR, LLC		2,500.00	
		MEDIA ADVERTISING	ADVERTISING	2,500.00	

Irving Convention and Visitors Bureau

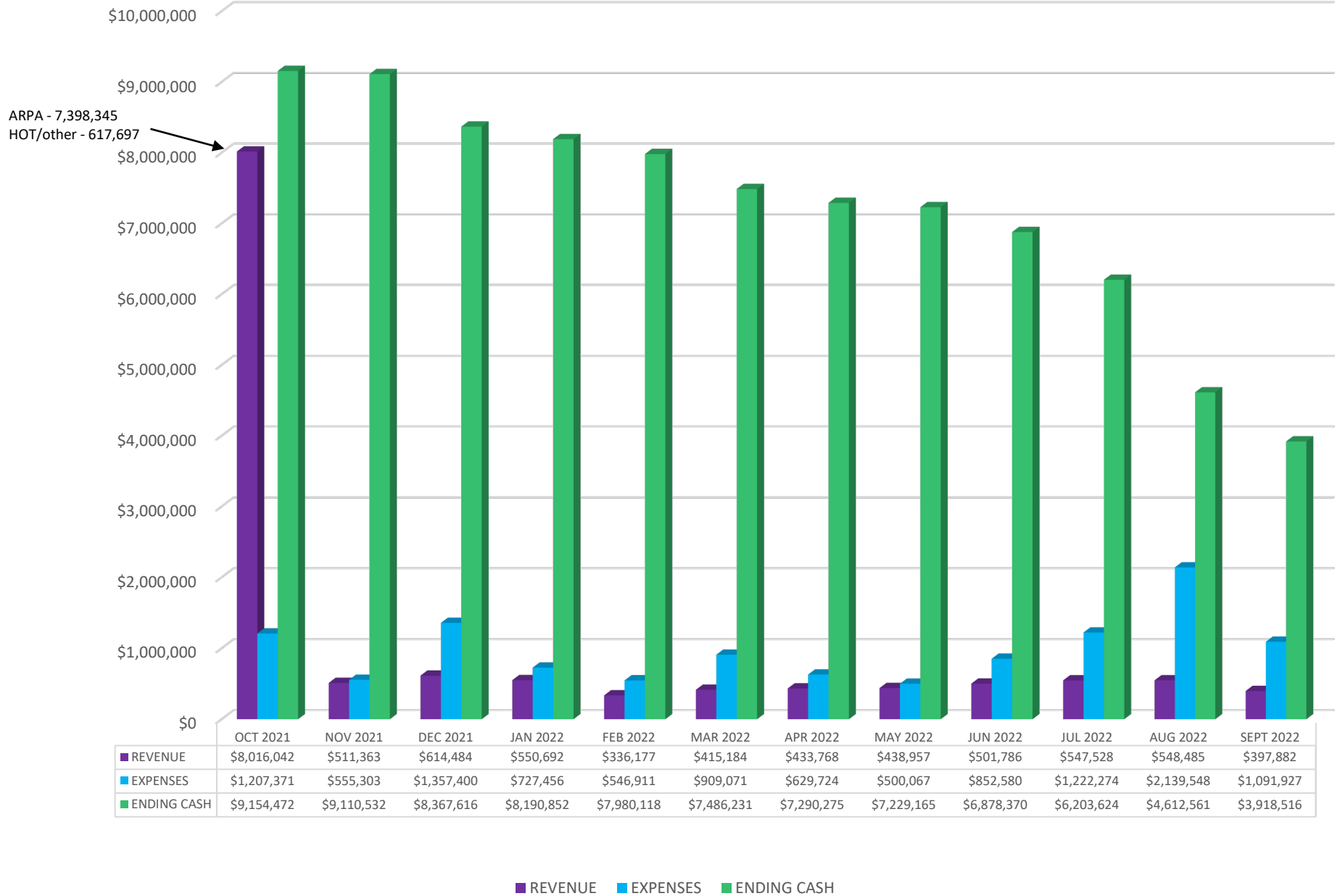
Check Register

December 2021



Check #	Check Date	Vendor Name		Line Item Description	Check Amount		
		Object Description			ARPA	HOT Tax	
80062053	12/16/2021	PETTY, BRICE					55.68
		COMMUNICATIONS	NOV 2021 - CELL / MISC	71.66			
		OFFICE SUPPLIES	NOV 2021 - CELL / MISC	(15.98)			
80062054	12/16/2021	PAFF, DIANA					150.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00			
		COMMUNICATIONS	OCT 2021 - CELL	75.00			
80062055	12/16/2021	ROBERTS, DEBBIE					75.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00			
80062056	12/16/2021	ROSE, SUSAN					43.65
		COMMUNICATIONS	NOV 2021 - CELL	43.65			
80062057	12/16/2021	SAFEGUARD BUSINESS SYSTEMS, INC.			2,803.83		
		CONVENTION SERVICES MATERIALS	ARPA - BIC PENS	2,803.83			
80062058	12/16/2021	SIRMEN, LORI					117.72
		COMMUNICATIONS	NOV 2021 - CELL / MISC	75.00			
		LOCAL PROGRAMS-PROMOTIONS	NOV 2021 - CELL / MISC	60.00			
		MARKETING RESOURCES	NOV 2021 - CELL / MISC	(17.28)			
80062059	12/16/2021	STODDARD, CAROL					64.00
		COMMUNICATIONS	NOV 2021 - CELL	64.00			
80062060	12/16/2021	STR, INC			4,400.00		
		SUBSCRIPTIONS-PUBLICATIONS	DESTINATION REPORT - 1ST QTR	4,400.00			
80062061	12/16/2021	VERIZON WIRELESS SERVICES, LLC					329.06
		COMMUNICATIONS	NOVEMBER 2021	159.47			
		COMMUNICATIONS	NOVEMBER 2021	93.33			
		COMMUNICATIONS	NOVEMBER 2021	76.26			
80062062	12/16/2021	WFAA-TV INC					5,562.40
		MEDIA ADVERTISING	ADVERTISING	5,562.40			
80062063	12/30/2021	NAIDU PRODUCTIONS LLC			1,010.00		
		BUSINESS DEV INCENTIVE PROG	NPC BATTLE OF TEXAS/DEC 2021	1,010.00			
80062064	12/30/2021	SMG			5,551.28		1,510.32
		PROFESSIONAL SERVICES	NETWORK SERVICES	5,551.28			
		LOCAL PROGRAMS-PROMOTIONS	CATERING	1,510.32			
80062065	12/30/2021	SMG			180,600.00		
		BUILDINGS	NEW 20FT PYLON SIGN ON FRONT PLAZA	180,600.00			
80062066	12/30/2021	SMG			575,290.00		
		BUILDINGS	NEW 35FT PYLON SIGN ON HWY 114 SERVICE ROAD	575,290.00			
80062067	12/30/2021	SMG			9,934.00		
		BUILDINGS MAINT	ROOF DRAIN	9,934.00			
80062068	12/30/2021	SOTO, MONICA					50.00
		COMMUNICATIONS	CELL PHONE - NOVEMBER 2021	25.00			
		COMMUNICATIONS	CELL PHONE - DECEMBER 2021	25.00			
80062069	12/30/2021	TEXAS DEPARTMENT OF TRANSPORTATION			4,316.66		
		MEDIA ADVERTISING	ADVERTISING - TEXAS STATE TRAVEL GUIDE	4,316.66			
80062070	12/30/2021	TIGER OAK MEDIA, INC			4,000.00		
		MEDIA ADVERTISING	ADVERTISING	4,000.00			
		Total Number of Invoices	92	1,827,590.35	1,754,880.58		72,709.77
		Total Number of Checks	66		96.0%		4.0%

Irving Convention and Visitors Bureau FY21 Cash Flow December 2021





ICVB
HOTEL OCCUPANCY TAX COLLECTIONS

For Month Ending:
October 2021

**IRVING CONVENTION AND VISITORS BUREAU
HOTEL OCCUPANCY TAX
2021 - 2022**

LUXURY & FULL SERVICE		OCT 2021
1	Atrium Hotel and Suites DFW Airport	3,783.84
2	Dallas Marriott Hotel Las Colinas	37,970.09
3	DFW Airport Hotel & Conference Center	2,628.37
4	DFW Airport Marriott	40,597.86
5	Doubletree by Hilton DFW Airport North	0.00
6	Embassy Suites DFW Airport South	23,760.06
7	Four Seasons Resort & Club	82,177.41
8	Hilton Garden Inn DFW Airport South	10,967.90
9	Hilton Garden Inn Las Colinas	10,627.57
10	Holiday Inn Irving Las Colinas	7,069.28
11	NYLO Las Colinas Tapestry Collection by Hilton	13,102.22
12	Omni Las Colinas Hotel	32,743.44
13	Sheraton DFW Airport Hotel	0.00
14	Texican Court	10,626.37
15	Westin DFW Airport	40,206.91
TOTAL LUXURY & FULL SERVICE		316,261.32

16	Westin Irving Convention Center Las Colinas	36,557.50
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Westin pays 9% tax which is applied to bond payments. The 9% has been converted to the ICVB's share of the tax (57% of 5%) in order to compare with payments from other hotels. Amount is not included in the totals.

ALL SUITE / EXTENDED STAY		OCT 2021
1	Comfort Inn DFW Airport North	4,642.86
2	Comfort Suites DFW Airport North	5,488.66
3	Comfort Suites Las Colinas	1,207.02
4	Country Inn & Suites by Carlson DFW Airport South	3,521.75
5	Element DFW Airport North	8,065.41
6	Extended Stay America Dallas DFW Airport North	2,337.12
7	Extended Stay America Dallas Las Colinas	1,858.48
8	Extended Stay Deluxe Green Park	1,237.03
9	Extended Stay Deluxe Las Colinas	1,189.45
10	Hawthorne Suites Irving DFW Airport South	2,318.89
11	Hawthorne Suites DFW Airport North	0.00
12	Holiday Inn Express Hotel & Suites DFW Airport North	8,560.70
13	Holiday Inn Express Hotel & Suites DFW Airport South	8,115.66
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	6,643.96
15	Home Towne Studios Dallas Irving	2,154.29
16	Homewood Suites by Hilton DFW Airport North	5,470.96
17	Homewood Suites by Hilton Las Colinas	9,559.37
18	Hyatt House Dallas Las Colinas	0.00
19	Oakwood Waterwalk Dallas Las Colinas	1,984.60
20	Residence Inn Dallas DFW Airport North Irving	4,867.76
21	Residence Inn Dallas Las Colinas	5,802.06
22	Sonesta ES Suites Dallas Las Colinas	3,044.44
23	Sonesta Simply Suites Dallas Las Colinas	1,393.66
24	Springhill Suites Dallas DFW Airport East Las Colinas	4,876.33
25	Staybridge Suites DFW Airport North	3,120.31
26	TownePlace Suites Dallas DFW Airport North Irving	7,718.96
27	TownePlace Suites Dallas Las Colinas	4,539.84
28	Woodspring Suites Signature	2,349.47
TOTAL ALL SUITE / EXTENDED STAY		112,069.04

BUDGET SERVICE		OCT 2021
1	Arya Inn & Suites	879.39
2	Best Western Irving Inn & Suites DFW South	3,431.08
3	Budget Inn & Suites	67.69
4	Budget Suites of America Las Colinas	586.81
5	Clarion Inn & Suites	3,955.98
6	Crossroads Hotel & Suites	1,412.00
7	Days Inn	4,913.29
8	Days Inn DFW Airport North	4,038.04
9	Delux Inn	812.48
10	Delux Suites Motel	63.46
11	Gateway Inn	626.89
12	Magnuson Extended Stay & Suites Airport Hotel	1,804.86
13	Motel 6 Dallas DFW South	1,721.00
14	Motel 6 Dallas Irving	3,527.81
15	Motel 6 DFW North	3,162.99
16	Motel 6 Irving Loop 12	1,056.56
17	OYO Hotel DFW Airport South	2,123.70
18	OYO Hotel DFW Airport North	348.26
19	Quality Inn & Suites DFW Airport South	2,760.11
20	Red Roof Inn Dallas DFW Airport North	5,648.37
21	Studio 6 / Motel 6 DFW Airport East	0.00
22	Super 8 Hotel DFW South	2,981.53
23	Super 8 Motel DFW North	2,893.74
TOTAL BUDGET SERVICE		48,816.04

LIMITED SERVICE		OCT 2021
1	aLoft Las Colinas	9,963.33
2	Best Western Plus DFW Airport Suites North	4,582.23
3	Courtyard Dallas DFW Airport North Irving	13,203.24
4	Courtyard Dallas DFW Airport South Irving	12,273.74
5	Courtyard Dallas Las Colinas	7,753.24
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	7,950.62
7	Fairfield Inn & Suites Dallas Las Colinas	3,972.25
8	Fairfield Inn Dallas DFW Airport North Irving	6,026.25
9	Hampton Inn Dallas Irving Las Colinas	6,961.53
10	Home2 Suites by Hilton DFW Airport North	8,814.52
11	Home2 Suites by Hilton DFW Airport South Irving	0.00
12	Hyatt Place Dallas Las Colinas	8,272.42
13	Jefferson Street Bed & Breakfast Inn	0.00
14	La Quinta Inn & Suites DFW Airport North	8,532.36
15	La Quinta Inn & Suites DFW Airport South	6,177.91
16	La Quinta Inn Hotel & Suites Las Colinas	4,027.91
17	Quality Inn & Suites DFW Airport	5,650.45
18	Residence Inn Dallas DFW Airport South Irving	9,455.50
19	Wingate Inn by Wyndham Dallas Las Colinas	0.00
20	Wingate Inn by Wyndham DFW Airport North	3,940.92
TOTAL LIMITED SERVICE		127,558.42

TOTAL SHORT TERM RENTALS	3,509.68
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Number of locations	42
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SUMMARY	OCT 2021
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GRAND TOTAL	608,214.50
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BUDGET	455,404.00
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DIFFERENCE	152,810.50
	33.6%

YEAR TO DATE	
ACTUAL	608,214.50
BUDGET	455,404.00
DIFFERENCE	152,810.50

**IRVING CONVENTION AND VISITORS BUREAU
HOTEL OCCUPANCY TAX
MONTHLY COMPARISON - OCTOBER**

LUXURY & FULL SERVICE		OCT 2020	OCT 2021	DIFFERENCE	PERCENT
1	Atrium Hotel and Suites DFW Airport	2,104.65	3,783.84	1,679.19	79.78%
2	Dallas Marriott Hotel Las Colinas	8,972.72	37,970.09	28,997.37	323.17%
3	DFW Airport Hotel & Conference Center	614.34	2,628.37	2,014.03	327.84%
4	DFW Airport Marriott	14,047.23	40,597.86	26,550.63	189.01%
5	<i>Doubletree by Hilton DFW Airport North</i>	8,502.99	0.00	(8,502.99)	-100.00%
6	Embassy Suites DFW Airport South	10,012.68	23,760.06	13,747.38	137.30%
7	Four Seasons Resort & Club	74,294.78	82,177.41	7,882.63	10.61%
8	Hilton Garden Inn DFW Airport South	4,278.38	10,967.90	6,689.52	156.36%
9	Hilton Garden Inn Las Colinas	3,534.59	10,627.57	7,092.98	200.67%
10	Holiday Inn Irving Las Colinas	1,654.54	7,069.28	5,414.74	327.27%
11	NYLO Las Colinas Tapestry Collection by Hilton	4,807.75	13,102.22	8,294.47	172.52%
12	Omni Las Colinas Hotel	10,424.47	32,743.44	22,318.97	214.10%
13	<i>Sheraton DFW Airport Hotel</i>	8,977.78	0.00	(8,977.78)	-100.00%
14	Texican Court	5,848.19	10,626.37	4,778.18	81.70%
15	Westin DFW Airport	8,019.52	40,206.91	32,187.39	401.36%
TOTAL LUXURY & FULL SERVICE		166,094.61	316,261.32	150,166.71	90.41%

16	Westin Irving Convention Center Las Colinas	9,658.90	36,557.50	26,898.60	278.49%
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Westin pays 9% tax which is applied to bond payments. The 9% has been converted to the ICVB's share of the tax (57% of 5%) in order to compare with payments from other hotels. Amount is not included in the totals.

ALL SUITE / EXTENDED STAY		OCT 2020	OCT 2021	DIFFERENCE	PERCENT
1	Comfort Inn DFW Airport North	2,609.71	4,642.86	2,033.15	77.91%
2	Comfort Suites DFW Airport North	3,171.31	5,488.66	2,317.35	73.07%
3	Comfort Suites Las Colinas	448.60	1,207.02	758.42	169.06%
4	Country Inn & Suites by Carlson DFW Airport South	2,029.83	3,521.75	1,491.92	73.50%
5	Element DFW Airport North	2,567.72	8,065.41	5,497.69	214.11%
6	Extended Stay America Dallas DFW Airport North	494.65	2,337.12	1,842.47	372.48%
7	Extended Stay America Dallas Las Colinas	1,777.48	1,858.48	81.00	4.56%
8	Extended Stay Deluxe Green Park	953.96	1,237.03	283.07	29.67%
9	Extended Stay Deluxe Las Colinas	729.20	1,189.45	460.25	63.12%
10	Hawthorne Suites Irving DFW Airport South	585.57	2,318.89	1,733.32	296.01%
11	Hawthorne Suites DFW Airport North	2,021.14	closed	n/a	n/a
12	Holiday Inn Express Hotel & Suites DFW Airport North	1,916.98	8,560.70	6,643.72	346.57%
13	Holiday Inn Express Hotel & Suites DFW Airport South	2,092.00	8,115.66	6,023.66	287.94%
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	2,014.92	6,643.96	4,629.04	229.74%
15	Home Towne Studios Dallas Irving	2,199.98	2,154.29	(45.69)	-2.08%
16	Homewood Suites by Hilton DFW Airport North	3,323.61	5,470.96	2,147.35	64.61%
17	Homewood Suites by Hilton Las Colinas	7,589.78	9,559.37	1,969.59	25.95%
18	Hyatt House Dallas Las Colinas	3,845.11	0.00	(3,845.11)	-100.00%
19	Oakwood Waterwalk Dallas Las Colinas	2,287.60	1,984.60	(303.00)	-13.25%
20	Residence Inn Dallas DFW Airport North Irving	3,413.20	4,867.76	1,454.56	42.62%
21	Residence Inn Dallas Las Colinas	4,258.41	5,802.06	1,543.65	36.25%
22	Sonesta ES Suites Dallas Las Colinas	3,177.28	3,044.44	(132.84)	-4.18%
23	Sonesta Simply Suites Dallas Las Colinas	1,116.67	1,393.66	276.99	24.81%
24	Springhill Suites Dallas DFW Airport East Las Colinas	1,402.29	4,876.33	3,474.04	247.74%
25	Staybridge Suites DFW Airport North	2,839.84	3,120.31	280.47	9.88%
26	TownePlace Suites Dallas DFW Airport North Irving	0.00	7,718.96	7,718.96	100.00%
27	TownePlace Suites Dallas Las Colinas	1,657.23	4,539.84	2,882.61	173.94%
28	Woodspring Suites Signature	0.00	2,349.47	2,349.47	100.00%
TOTAL ALL SUITE / EXTENDED STAY		60,524.07	112,069.04	51,544.97	85.16%

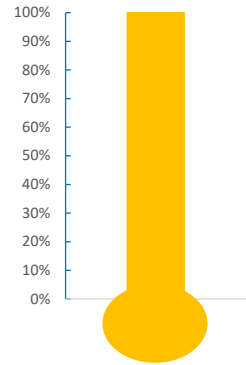
BUDGET SERVICE		OCT 2020	OCT 2021	DIFFERENCE	PERCENT
1	Arya Inn & Suites	695.41	879.39	183.98	26.46%
2	Best Western Irving Inn & Suites DFW South	2,587.95	3,431.08	843.13	32.58%
3	Budget Inn & Suites	79.94	67.69	(12.25)	-15.32%
4	Budget Suites of America Las Colinas	0.00	586.81	586.81	100.00%
5	Clarion Inn & Suites	1,486.65	3,955.98	2,469.33	166.10%
6	Crossroads Hotel & Suites	926.95	1,412.00	485.05	52.33%
7	Days Inn	2,742.91	4,913.29	2,170.38	79.13%
8	Days Inn DFW Airport North	2,926.49	4,038.04	1,111.55	37.98%
9	Delux Inn	622.90	812.48	189.58	30.44%
10	Delux Suites Motel	160.29	63.46	(96.83)	-60.41%
11	Gateway Inn	509.18	626.89	117.71	23.12%
12	Magnuson Extended Stay & Suites Airport Hotel	1,180.07	1,804.86	624.79	52.95%
13	Motel 6 Dallas DFW South	1,346.43	1,721.00	374.57	27.82%
14	Motel 6 Dallas Irving	1,933.16	3,527.81	1,594.65	82.49%
15	Motel 6 DFW North	1,577.78	3,162.99	1,585.21	100.47%
16	Motel 6 Irving Loop 12	909.07	1,056.56	147.49	16.22%
17	OYO Hotel DFW Airport South	2,034.44	2,123.70	89.26	4.39%
18	OYO Hotel DFW Airport North	0.00	348.26	348.26	100.00%
19	Quality Inn & Suites DFW Airport South	798.30	2,760.11	1,961.81	245.75%
20	Red Roof Inn Dallas DFW Airport North	0.00	5,648.37	5,648.37	100.00%
21	Studio 6 / Motel 6 DFW Airport East	2,094.60	0.00	(2,094.60)	-100.00%
22	Super 8 Hotel DFW South	1,230.68	2,981.53	1,750.85	142.27%
23	Super 8 Motel DFW North	1,376.26	2,893.74	1,517.48	110.26%
TOTAL BUDGET SERVICE		27,219.46	48,816.04	21,596.58	79.34%

LIMITED SERVICE		OCT 2020	OCT 2021	DIFFERENCE	PERCENT
1	aLoft Las Colinas	3,011.24	9,963.33	6,952.09	230.87%
2	Best Western Plus DFW Airport Suites North	2,261.03	4,582.23	2,321.20	102.66%
3	Courtyard Dallas DFW Airport North Irving	4,151.82	13,203.24	9,051.42	218.01%
4	Courtyard Dallas DFW Airport South Irving	3,512.83	12,273.74	8,760.91	249.40%
5	Courtyard Dallas Las Colinas	1,819.43	7,753.24	5,933.81	326.14%
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	3,421.96	7,950.62	4,528.66	132.34%
7	Fairfield Inn & Suites Dallas Las Colinas	0.00	3,972.25	3,972.25	100.00%
8	Fairfield Inn Dallas DFW Airport North Irving	closed	6,026.25	6,026.25	100.00%
9	Hampton Inn Dallas Irving Las Colinas	2,894.26	6,961.53	4,067.27	140.53%
10	Home2 Suites by Hilton DFW Airport North	4,083.85	8,814.52	4,730.67	115.84%
11	Home2 Suites by Hilton DFW Airport South Irving	5,624.70	0.00	(5,624.70)	-100.00%
12	Hyatt Place Dallas Las Colinas	0.00	8,272.42	8,272.42	100.00%
13	Jefferson Street Bed & Breakfast Inn	0.00	0.00	0.00	0.00%
14	La Quinta Inn & Suites DFW Airport North	3,827.38	8,532.36	4,704.98	122.93%
15	La Quinta Inn & Suites DFW Airport South	2,472.14	6,177.91	3,705.77	149.90%
16	La Quinta Inn Hotel & Suites Las Colinas	0.00	4,027.91	4,027.91	100.00%
17	Quality Inn & Suites DFW Airport	2,103.72	5,650.45	3,546.73	168.59%
18	Residence Inn Dallas DFW Airport South Irving	4,038.81	9,455.50	5,416.69	134.12%
19	Wingate Inn by Wyndham Dallas Las Colinas	2,535.59	0.00	(2,535.59)	-100.00%
20	Wingate Inn by Wyndham DFW Airport North	922.57	3,940.92	3,018.35	327.17%
TOTAL LIMITED SERVICE		46,681.33	127,558.42	80,877.09	173.25%

TOTAL SHORT TERM RENTALS		1,947.58	3,509.68	1,562.10	80.21%
Number of locations		9	42	33	366.67%

GRAND TOTAL		302,467.05	608,214.50	305,747.45	101.08%
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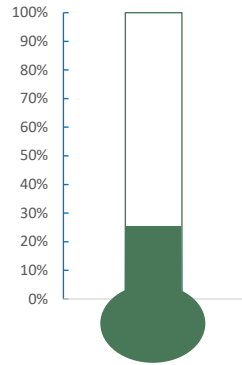
REPAYMENT OF FY21 LOAN



GOAL: \$500,000
ACHIEVED: \$500,000

FY22 YEAR END GOAL
N/A

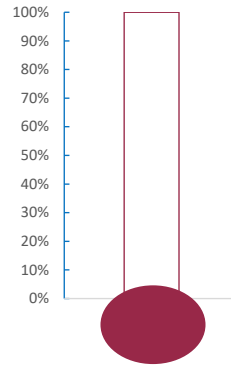
GENERAL FUND



GOAL: \$2,000,000
CURRENT: \$514,755

FY22 YEAR END GOAL
\$2,000,000

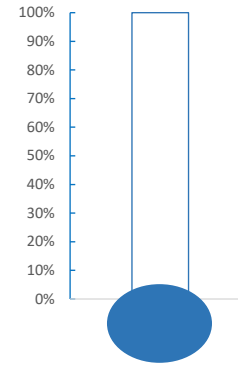
CATASTROPHIC RESERVE



GOAL: \$5,000,000
CURRENT: \$710

FY22 YEAR END GOAL
\$500,000

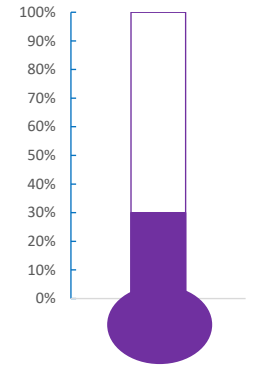
COMPUTER FUND



GOAL: \$500,000
CURRENT: \$207

FY22 YEAR END GOAL
N/A

ICC RESERVE/CIP FUND



GOAL: \$3,000,000
CURRENT: \$899,949

FY22 YEAR END GOAL
\$1,000,000



Date Distributed: December 30, 2021

Monthly Financial Summary

For Period Ending November 30, 2021

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
November 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	84,120	97,552	37,325	96,825	69,975	153,119	137,500	122,200	140,625	101,000	114,900	73,975	1,229,116
Service Income	38,043	41,347	24,750	23,919	41,000	27,000	22,500	24,000	23,000	22,000	23,500	23,500	334,559
Service Expenses	(55,054)	(59,933)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(412,487)
Total Direct Event Income	67,109	78,967	32,325	90,994	81,225	150,369	130,250	116,450	133,875	93,250	108,650	67,725	1,151,188
Ancillary Income													
F & B Concessions	16,413	39,965	5,580	30,000	750	8,500	7,500	2,000	25,000	1,500	5,000	10,000	152,208
F & B Catering	111,491	199,961	100,700	117,800	196,300	101,460	207,480	214,320	258,192	247,000	145,160	385,092	2,284,956
Parking: Self Parking	37,393	55,938	17,835	20,705	14,924	16,810	17,835	12,997	17,425	16,605	16,277	19,065	263,809
Electrical Services	10,160	4,790	6,250	6,250	6,250	18,421	6,250	6,250	6,250	6,250	7,750	6,250	91,121
Audio Visual	-	162	-	-	-	-	-	-	-	-	-	-	162
Internet Services	1,445	(140)	-	-	-	-	-	-	-	-	-	-	1,305
Total Ancillary Income	176,902	300,676	130,365	174,755	218,224	145,191	239,065	235,567	306,867	271,355	174,187	420,407	2,793,560
Total Event Income	244,011	379,642	162,690	265,749	299,449	295,560	369,315	352,017	440,742	364,605	282,837	488,132	3,944,749
Other Operating Income	59,701	46,198	66,421	66,421	66,421	66,421	66,421	66,421	66,421	66,421	66,421	66,300	769,989
ICVB Operating Subsidy			348,000			350,000			348,750			348,250	1,395,000
Adjusted Gross Income	303,712	425,841	577,111	332,170	365,870	711,981	435,736	418,438	855,913	431,026	349,258	902,682	6,109,738
Operating Expenses													
Employee Salaries and Wages	170,316	181,153	198,498	198,498	198,498	198,498	198,498	198,498	198,498	198,498	198,498	221,258	2,359,208
Benefits	48,886	47,313	61,164	61,164	61,164	61,164	61,164	61,164	61,164	61,164	61,164	116,144	762,819
Less: Event Labor Allocations	(5,711)	(6,778)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(277,729)
Net Employee Wages and Benefits	213,491	221,688	233,138	233,138	233,138	233,138	233,138	233,138	233,138	233,138	233,138	310,878	2,844,298
Contracted Services	62,204	56,194	65,399	65,399	65,399	65,399	65,399	65,399	65,399	65,399	65,399	66,982	773,971
General and Administrative	42,538	94,338	40,126	41,376	44,851	40,341	41,021	40,001	40,576	41,251	40,266	141,545	648,230
Operations	29,106	25,867	24,527	24,527	24,527	24,527	24,527	24,527	24,527	24,527	24,527	32,935	308,651
Repair & Maintenance	46,573	41,920	32,042	32,042	32,042	32,042	32,042	32,042	32,042	32,042	32,042	39,745	416,616
Supplies	10,689	7,687	9,041	9,041	9,041	9,041	9,041	9,041	9,041	9,041	9,041	12,660	112,406
Insurance	4,761	5,305	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	80,896
Utilities	49,414	40,756	43,333	43,333	43,333	43,333	43,333	43,333	43,333	43,333	43,333	54,219	534,386
Other	516	41,144	42	42	42	42	42	42	42	42	42	122	42,159
SMG Management Fees	26,985	35,662	26,856	28,426	32,229	25,377	32,438	33,056	43,272	31,466	29,553	40,410	385,730
Total Operating Expenses	486,277	570,560	481,587	484,407	491,685	480,323	488,064	487,662	498,453	487,322	484,424	706,579	6,147,343
Net Income (Loss) From Operations	(182,565)	(144,720)	95,524	(152,237)	(125,815)	231,658	(52,328)	(69,224)	357,460	(56,296)	(135,166)	196,103	(37,605)
Net Income After Other Income (Expenses)	(182,565)	(144,720)	95,524	(152,237)	(125,815)	231,658	(52,328)	(69,224)	357,460	(56,296)	(135,166)	196,103	(37,605)

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

	Current Actual	Current Budget	Variance	Prior Year Actual
Attendance	12,230	10,740	1,490	630
Events	16	15	1	2
Event Days	25	32	(7)	12
Direct Event Income	78,967	81,097	(2,130)	59,261
Ancillary Income	300,676	191,459	109,217	9,397
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	379,643	272,556	107,087	68,658
Other Operating Income	46,198	66,421	(20,223)	21,440
	<hr/>	<hr/>	<hr/>	<hr/>
Adjusted Gross Income	425,841	338,977	86,864	90,098
Indirect Expenses	(570,561)	(506,005)	(64,556)	(370,377)
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income (Loss) From Operations	<u>(144,720)</u>	<u>(167,028)</u>	<u>22,308</u>	<u>(280,279)</u>

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

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	20,246	21,235	(989)	988
Events	30	29	1	4
Event Days	50	58	(8)	15
Direct Event Income	146,081	154,217	(8,136)	66,212
Ancillary Income	477,579	313,816	163,763	10,829
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	623,660	468,033	155,627	77,041
Other Operating Income	105,901	132,842	(26,941)	47,592
	<hr/>	<hr/>	<hr/>	<hr/>
Adjusted Gross Income	729,561	600,875	128,686	124,633
Indirect Expenses	(1,056,835)	(989,803)	(67,032)	(721,378)
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income (Loss) From Operations	<u>(327,274)</u>	<u>(388,928)</u>	<u>61,654</u>	<u>(596,745)</u>

ASM - Irving Convention Center
Balance Sheet
November 30, 2021

ASSETS

Current Assets

Cash	\$ 367,106
Accounts Receivable	451,176
Prepaid Assets	1,385
Inventory	54,204
	<hr/>

Total Current Assets		873,871
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Total Assets	\$	873,871
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$ 283,526
Accrued Expenses	164,860
Deferred Income	0
Advance Ticket Sales/Deposits	752,759
Other Current Liabilities	0
	<hr/>

Total Current Liabilities		1,201,145
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Long-Term Liabilities

Long Term Liabilites	0
	<hr/>

Total Long-Term Liabilities		0
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Total Liabilities		1,201,145
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Equity

Net Funds Received	14,954,139
Retained Earnings	(14,954,139)
Net Income (Loss)	(327,274)
	<hr/>

Total Equity		(327,274)
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Total Liabilities & Equity	\$	873,871
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ASM - Irving Convention Center
Income Statement
For the Two Months Ending November 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	97,552	84,147	13,405	181,672	161,767	19,905	65,581
Service Revenue	41,347	26,700	14,647	79,390	51,950	27,440	3,363
Service Expenses	(59,932)	(29,750)	(30,182)	(114,981)	(59,500)	(55,481)	(2,732)
Total Direct Event In	78,967	81,097	(2,130)	146,081	154,217	(8,136)	66,212
Ancillary Income							
F & B Concessions	39,965	8,370	31,595	56,378	17,980	38,398	0
F & B Catering	199,961	155,724	44,237	311,453	240,696	70,757	7,705
Parking	55,938	21,115	34,823	93,331	42,640	50,691	1,774
Electrical Services	4,790	6,250	(1,460)	14,950	12,500	2,450	950
Audio Visual	162	0	162	162	0	162	0
Internet Services	(140)	0	(140)	1,305	0	1,305	400
Total Ancillary Inco	300,676	191,459	109,217	477,579	313,816	163,763	10,829
Total Event Income	379,643	272,556	107,087	623,660	468,033	155,627	77,041
OTHER OPERATING INCOME							
Other Income	46,198	66,421	(20,223)	105,901	132,842	(26,941)	47,592
Total Other Operatin	46,198	66,421	(20,223)	105,901	132,842	(26,941)	47,592
Adjusted Gross Inco	425,841	338,977	86,864	729,561	600,875	128,686	124,633
INDIRECT EXPENSES							
Salaries & Wages	181,153	210,155	29,002	351,466	420,310	68,844	287,355
Payroll Taxes & Ben	47,313	62,769	15,456	96,202	125,538	29,336	120,706
Labor Allocations to	(6,778)	(26,524)	(19,746)	(12,489)	(53,048)	(40,559)	(1,755)
Net Salaries and Ben	221,688	246,400	24,712	435,179	492,800	57,621	406,306
Contracted Services	56,194	51,732	(4,462)	118,396	103,464	(14,932)	78,780
General and Adminis	94,338	61,926	(32,412)	136,876	107,317	(29,559)	54,040
Operating	25,867	24,527	(1,340)	54,971	49,054	(5,917)	26,529
Repairs & Maintenan	41,920	32,042	(9,878)	88,493	64,084	(24,409)	39,298
Operational Supplies	7,687	9,291	1,604	18,376	18,582	206	14,277
Insurance	5,305	7,083	1,778	10,066	14,166	4,100	12,072
Utilities	40,756	43,333	2,577	90,171	86,666	(3,505)	73,297
Other	41,144	42	(41,102)	41,660	84	(41,576)	(11,603)
ASM Management F	35,662	29,629	(6,033)	62,647	53,586	(9,061)	28,382
Total Indirect Expens	570,561	506,005	(64,556)	1,056,835	989,803	(67,032)	721,378

ASM - Irving Convention Center
Income Statement
For the Two Months Ending November 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>(144,720)</u>	<u>(167,028)</u>	<u>22,308</u>	<u>(327,274)</u>	<u>(388,928)</u>	<u>61,654</u>	<u>(596,745)</u>

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

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	97,552	58,881	77,985	68,131	35,954	29,676
F & B Concessions	39,965	0	6,231	4,486	6,220	6,278
F & B Catering	199,961	7,705	150,709	219,548	289,373	424,734
Total Event Income	379,643	68,658	228,690	235,182	325,836	457,140
Total Indirect Expenses	570,561	370,377	538,092	501,449	458,438	464,445

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	181,672	65,581	261,170	217,464	153,054	117,406
F & B Concessions	56,378	0	31,098	40,573	35,383	34,085
F & B Catering	311,453	7,705	755,761	479,246	616,138	616,094
Total Event Income	623,660	77,041	1,045,077	693,877	818,825	766,447
Total Indirect Expenses	1,056,835	721,378	1,238,490	1,061,816	1,104,934	955,623

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

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,738	1,800	2,389	2,235
Events	3	3	5	5
Event Days	5	5	7	7
Direct Event Income				
Rental Income	12,130	5,750	12,130	5,750
Service Revenue	4,002	0	4,937	500
Service Expenses	(10,439)	0	(13,701)	0
Total Direct Event Income	5,693	5,750	3,366	6,250
Ancillary Income				
F & B Concessions	278	0	366	0
F & B Catering	102,987	71,820	133,385	89,152
Parking	(1,740)	6,150	(1,740)	6,150
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	1,040	0	1,330	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	102,565	77,970	133,341	95,302
Total Event Income	108,258	83,720	136,707	101,552

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

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,900	5,220	5,350	8,520
Events	4	4	8	8
Event Days	7	10	13	17
Direct Event Income				
Rental Income	46,700	46,700	65,300	65,300
Service Revenue	17,920	3,000	27,590	5,000
Service Expenses	(17,256)	0	(28,820)	0
Total Direct Event Income	47,364	49,700	64,070	70,300
Ancillary Income				
F & B Concessions	3,573	2,480	8,954	3,410
F & B Catering	(237)	0	10,472	9,120
Parking	5,637	4,920	19,985	9,020
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	2,335	0	5,715	0
Audio Visual	0	0	0	0
Internet Services	0	0	100	0
Total Ancillary Income	11,308	7,400	45,226	21,550
Total Event Income	58,672	57,100	109,296	91,850

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

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,137	1,500	3,387	2,990
Events	4	4	9	9
Event Days	6	7	15	17
Direct Event Income				
Rental Income	9,175	2,750	52,195	39,270
Service Revenue	660	200	7,734	200
Service Expenses	(9,617)	0	(22,878)	0
Total Direct Event Income	218	2,950	37,051	39,470
Ancillary Income				
F & B Concessions	0	0	3,482	620
F & B Catering	83,072	68,704	131,116	97,964
Parking	1,410	820	6,997	4,920
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	1,450	0
Audio Visual	0	0	0	0
Internet Services	(695)	0	200	0
Total Ancillary Income	83,787	69,524	143,245	103,504
Total Event Income	84,005	72,474	180,296	142,974

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

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	6,000	1,500	6,000	1,500
Events	2	2	2	2
Event Days	4	7	4	7
Direct Event Income				
Rental Income	25,497	24,897	25,497	24,897
Service Revenue	10,325	500	10,325	500
Service Expenses	(13,064)	0	(13,064)	0
Total Direct Event Income	22,758	25,397	22,758	25,397
Ancillary Income				
F & B Concessions	36,104	5,890	36,104	5,890
F & B Catering	804	0	804	0
Parking	50,631	4,100	50,631	4,100
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	690	0	690	0
Audio Visual	162	0	162	0
Internet Services	405	0	405	0
Total Ancillary Income	88,796	9,990	88,796	9,990
Total Event Income	111,554	35,387	111,554	35,387

ASM - Irving Convention Center
Monthly Event Income Statement: Trade Shows
For the Two Months Ending November 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	400	700	400	700
Events	1	1	1	1
Event Days	1	2	1	2
Direct Event Income				
Rental Income	4,050	4,050	4,050	4,050
Service Revenue	7,790	1,000	7,790	1,000
Service Expenses	(8,748)	0	(8,748)	0
Total Direct Event Income	3,092	5,050	3,092	5,050
Ancillary Income				
F & B Concessions	9	0	9	0
F & B Catering	10,731	15,200	10,731	15,200
Parking	0	0	0	0
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	725	0	725	0
Audio Visual	0	0	0	0
Internet Services	150	0	150	0
Total Ancillary Income	11,615	15,200	11,615	15,200
Total Event Income	14,707	20,250	14,707	20,250

ASM - Irving Convention Center
Monthly Event Income Statement: Other
For the Two Months Ending November 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	0	0	0	0
Events	0	0	0	0
Event Days	0	0	0	0
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	650	0	650	0
Service Expenses	(734)	0	(734)	0
Total Direct Event Income	(84)	0	(84)	0
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	1,698	0	1,391	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	1,698	0	1,391	0
Total Event Income	1,614	0	1,307	0

ASM - Irving Convention Center
Monthly Event Income Statement: ICVB
For the Two Months Ending November 30, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	55	20	70	40
Events	2	1	3	2
Event Days	2	1	3	2
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(74)	0	(74)	0
Total Direct Event Income	(74)	0	(74)	0
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	906	0	1,112	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	906	0	1,112	0
Total Event Income	832	0	1,038	0



Date Distributed: January 14, 2022

Monthly Financial Summary

For Period Ending December 31, 2021

IRVING CONVENTION CENTER
Monthly Financial Reports
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Period Ending
December 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	84,120	97,552	38,325	125,850	107,975	154,119	158,500	115,200	140,625	93,000	114,900	73,975	1,304,141
Service Income	38,043	41,347	22,029	23,919	42,500	27,000	22,500	25,000	23,000	22,000	24,000	23,500	334,837
Service Expenses	(55,054)	(59,933)	(27,912)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(29,750)	(410,649)
Total Direct Event Income	67,109	78,967	32,442	120,019	120,725	151,369	151,250	110,450	133,875	85,250	109,150	67,725	1,228,329
Ancillary Income													
F & B Concessions	16,413	39,965	11,425	30,000	750	8,500	7,500	2,000	25,000	1,500	5,000	10,000	158,053
F & B Catering	111,491	199,961	146,540	62,320	145,380	116,280	185,440	228,760	280,992	273,600	205,960	385,092	2,341,816
Parking: Self Parking	37,393	55,938	17,618	19,885	14,309	16,810	17,835	12,997	17,425	16,605	16,892	19,065	262,772
Electrical Services	10,160	4,790	2,600	6,250	6,250	18,421	6,250	6,250	6,250	6,250	7,750	6,250	87,471
Audio Visual	-	162	(0)	-	-	-	-	-	-	-	-	-	162
Internet Services	1,445	(140)	105	-	-	-	-	-	-	-	-	-	1,410
Total Ancillary Income	176,902	300,676	178,288	118,455	166,689	160,011	217,025	250,007	329,667	297,955	235,602	420,407	2,851,683
Total Event Income	244,011	379,642	210,730	238,474	287,414	311,380	368,275	360,457	463,542	383,205	344,752	488,132	4,080,015
Other Operating Income	59,701	46,198	47,409	66,421	66,421	66,421	66,421	66,421	66,421	66,421	66,421	66,299	750,975
ICVB Operating Subsidy			348,000			350,000			348,750			348,250	1,395,000
Adjusted Gross Income	303,712	425,841	606,139	304,895	353,835	727,801	434,696	426,878	878,713	449,626	411,173	902,681	6,225,990
Operating Expenses													
Employee Salaries and Wages	170,316	181,153	174,735	197,295	197,295	197,295	197,295	197,295	197,295	197,295	197,295	224,348	2,328,912
Benefits	48,886	47,313	48,014	61,164	61,164	61,164	61,164	61,164	61,164	61,164	61,164	112,098	745,623
Less: Event Labor Allocations	(5,711)	(6,778)	(3,582)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(26,524)	(254,787)
Net Employee Wages and Benefits	213,491	221,688	219,167	231,935	231,935	231,935	231,935	231,935	231,935	231,935	231,935	309,922	2,819,748
Contracted Services	62,204	56,194	89,302	65,399	65,399	65,399	65,399	65,399	65,399	65,399	65,399	64,011	794,904
General and Administrative	42,538	94,338	(38,562)	41,376	44,851	40,341	41,021	40,001	40,576	41,251	40,266	155,244	583,241
Operations	29,106	25,867	20,351	24,527	24,527	24,527	24,527	24,527	24,527	24,527	24,527	29,087	300,627
Repair & Maintenance	46,573	41,920	38,218	32,042	32,042	32,042	32,042	32,042	32,042	32,042	32,042	42,609	425,656
Supplies	10,689	7,687	7,347	9,041	9,041	9,041	9,041	9,041	9,041	9,041	9,041	8,865	106,916
Insurance	4,761	5,305	5,561	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	79,374
Utilities	49,414	40,756	43,366	43,333	43,333	43,333	43,333	43,333	43,333	43,333	43,333	60,458	540,658
Other	516	41,144	1,309	42	42	42	42	42	42	42	42	164	43,468
SMG Management Fees	26,985	35,662	28,761	24,334	28,199	26,586	32,128	35,112	41,692	38,720	33,552	48,665	400,396
Total Operating Expenses	486,277	570,560	414,820	479,112	486,452	480,329	486,551	488,515	495,670	493,373	487,220	726,108	6,094,989
Net Income (Loss) From Operations	(182,565)	(144,720)	191,319	(174,217)	(132,617)	247,472	(51,855)	(61,637)	383,043	(43,747)	(76,047)	176,573	131,001
Net Income After Other Income (Expenses)	(182,565)	(144,720)	191,319	(174,217)	(132,617)	247,472	(51,855)	(61,637)	383,043	(43,747)	(76,047)	176,573	131,001

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

	Current Actual	Current Budget	Variance	Prior Year Actual
Attendance	5,561	9,855	(4,294)	3,695
Events	15	13	2	6
Event Days	20	19	1	13
Direct Event Income	32,442	27,900	4,542	50,769
Ancillary Income	178,288	130,365	47,923	35,958
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	210,730	158,265	52,465	86,727
Other Operating Income	47,409	66,421	(19,012)	17,278
	<hr/>	<hr/>	<hr/>	<hr/>
Adjusted Gross Income	258,139	224,686	33,453	104,005
Indirect Expenses	(414,820)	(486,432)	71,612	(406,943)
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income (Loss) From Operations	<u>(156,681)</u>	<u>(261,746)</u>	<u>105,065</u>	<u>(302,938)</u>

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

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual
Attendance	25,807	31,090	(5,283)	4,683
Events	45	42	3	10
Event Days	70	77	(7)	28
Direct Event Income	178,523	182,117	(3,594)	116,981
Ancillary Income	655,863	444,181	211,682	46,788
	<hr/>	<hr/>	<hr/>	<hr/>
Total Event Income	834,386	626,298	208,088	163,769
Other Operating Income	153,309	199,263	(45,954)	64,870
	<hr/>	<hr/>	<hr/>	<hr/>
Adjusted Gross Income	987,695	825,561	162,134	228,639
Indirect Expenses	(1,471,657)	(1,476,235)	4,578	(1,128,321)
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income (Loss) From Operations	<u>(483,962)</u>	<u>(650,674)</u>	<u>166,712</u>	<u>(899,682)</u>

ASM - Irving Convention Center
Balance Sheet
December 31, 2021

ASSETS

Current Assets

Cash	\$ 1,853,306
Accounts Receivable	312,858
Prepaid Assets	0
Inventory	52,405
	<hr/>

Total Current Assets		2,218,569
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		<hr/> \$ 2,218,569 <hr/>
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	\$ 856,562
Accrued Expenses	513,070
Deferred Income	0
Advance Ticket Sales/Deposits	984,899
Other Current Liabilities	0
	<hr/>

Total Current Liabilities		2,354,531
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Long-Term Liabilities

Long Term Liabilites	0
	<hr/>

Total Long-Term Liabilities		0
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Total Liabilities		2,354,531
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Equity

Net Funds Received	15,302,139
Retained Earnings	(14,954,139)
Net Income (Loss)	(483,962)
	<hr/>

Total Equity		(135,962)
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		<hr/> \$ 2,218,569 <hr/>
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ASM - Irving Convention Center
Income Statement
For the Three Months Ending December 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	38,325	32,900	5,425	219,997	194,667	25,330	112,931
Service Revenue	22,029	24,750	(2,721)	101,419	76,700	24,719	16,751
Service Expenses	(27,912)	(29,750)	1,838	(142,893)	(89,250)	(53,643)	(12,701)
Total Direct Event In	32,442	27,900	4,542	178,523	182,117	(3,594)	116,981
Ancillary Income							
F & B Concessions	11,425	5,580	5,845	67,802	23,560	44,242	5,195
F & B Catering	146,540	100,700	45,840	457,990	341,396	116,594	32,158
Parking	17,618	17,835	(217)	110,949	60,475	50,474	8,625
Electrical Services	2,600	6,250	(3,650)	17,550	18,750	(1,200)	1,250
Audio Visual	0	0	0	162	0	162	0
Internet Services	105	0	105	1,410	0	1,410	(440)
Total Ancillary Inco	178,288	130,365	47,923	655,863	444,181	211,682	46,788
Total Event Income	210,730	158,265	52,465	834,386	626,298	208,088	163,769
OTHER OPERATING INCOME							
Other Income	47,409	66,421	(19,012)	153,309	199,263	(45,954)	64,870
Total Other Operatin	47,409	66,421	(19,012)	153,309	199,263	(45,954)	64,870
Adjusted Gross Inco	258,139	224,686	33,453	987,695	825,561	162,134	228,639
INDIRECT EXPENSES							
Salaries & Wages	174,735	210,155	35,420	526,203	630,465	104,262	444,762
Payroll Taxes & Ben	48,014	62,769	14,755	144,218	188,307	44,089	182,639
Labor Allocations to	(3,582)	(26,524)	(22,942)	(16,072)	(79,572)	(63,500)	(3,635)
Net Salaries and Ben	219,167	246,400	27,233	654,349	739,200	84,851	623,766
Contracted Services	89,302	51,732	(37,570)	207,699	155,196	(52,503)	117,455
General and Adminis	(38,562)	45,126	83,688	98,314	152,443	54,129	90,159
Operating	20,351	24,527	4,176	75,322	73,581	(1,741)	38,271
Repairs & Maintenan	38,218	32,042	(6,176)	126,710	96,126	(30,584)	72,008
Operational Supplies	7,347	9,291	1,944	25,723	27,873	2,150	23,469
Insurance	5,561	7,083	1,522	15,627	21,249	5,622	19,163
Utilities	43,366	43,333	(33)	133,536	129,999	(3,537)	113,676
Other	1,309	42	(1,267)	42,969	126	(42,843)	(15,859)
ASM Management F	28,761	26,856	(1,905)	91,408	80,442	(10,966)	46,213
Total Indirect Expens	414,820	486,432	71,612	1,471,657	1,476,235	4,578	1,128,321

ASM - Irving Convention Center
Income Statement
For the Three Months Ending December 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>(156,681)</u>	<u>(261,746)</u>	<u>105,065</u>	<u>(483,962)</u>	<u>(650,674)</u>	<u>166,712</u>	<u>(899,682)</u>

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

	Current Month Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	38,325	47,350	38,650	33,970	39,927	35,235
F & B Concessions	11,425	5,195	10,154	3,101	5,350	3,189
F & B Catering	146,540	24,452	235,426	341,388	461,572	396,143
Total Event Income	210,730	86,727	285,677	369,449	504,144	425,676
Total Indirect Expenses	414,820	406,943	527,119	624,687	576,872	553,362

	Year to Date Actual	Prior Year	Two Years Prior	Three Years Prior	Four Years Prior	Five Years Prior
Rental Income	219,997	112,931	299,820	251,434	192,981	152,641
F & B Concessions	67,802	5,195	41,253	43,673	40,734	37,272
F & B Catering	457,990	32,158	991,186	820,635	1,077,711	1,012,237
Total Event Income	834,386	163,769	1,330,756	1,063,326	1,322,972	1,192,121
Total Indirect Expenses	1,471,657	1,128,321	1,765,609	1,686,503	1,681,805	1,508,973

ASM - Irving Convention Center
Monthly Event Income Statement: Banquets
For the Three Months Ending December 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	2,116	2,000	4,505	4,235
Events	6	6	11	11
Event Days	9	9	16	16
Direct Event Income				
Rental Income	1,000	0	13,130	5,750
Service Revenue	4,519	1,000	9,456	1,500
Service Expenses	(11,130)	0	(24,831)	0
Total Direct Event Income	(5,611)	1,000	(2,245)	7,250
Ancillary Income				
F & B Concessions	437	0	803	0
F & B Catering	114,629	76,760	248,014	165,912
Parking	0	820	(1,740)	6,970
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	0	0	1,330	0
Audio Visual	0	0	0	0
Internet Services	0	0	0	0
Total Ancillary Income	115,066	77,580	248,407	172,882
Total Event Income	109,455	78,580	246,162	180,132

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

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,300	4,200	6,650	12,720
Events	2	2	10	10
Event Days	2	2	15	19
Direct Event Income				
Rental Income	12,500	12,500	77,800	77,800
Service Revenue	7,534	750	35,124	5,750
Service Expenses	(7,236)	0	(36,057)	0
Total Direct Event Income	12,798	13,250	76,867	83,550
Ancillary Income				
F & B Concessions	2,950	3,100	11,903	6,510
F & B Catering	275	0	10,747	9,120
Parking	7,321	5,740	27,306	14,760
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	290	0	6,005	0
Audio Visual	0	0	0	0
Internet Services	0	0	100	0
Total Ancillary Income	10,836	8,840	56,061	30,390
Total Event Income	23,634	22,090	132,928	113,940

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

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	1,340	3,000	4,727	5,990
Events	4	2	13	11
Event Days	6	4	21	21
Direct Event Income				
Rental Income	14,325	9,900	66,520	49,170
Service Revenue	2,720	0	10,454	200
Service Expenses	(3,771)	0	(26,648)	0
Total Direct Event Income	<u>13,274</u>	<u>9,900</u>	<u>50,326</u>	<u>49,370</u>
Ancillary Income				
F & B Concessions	0	0	3,482	620
F & B Catering	25,239	23,940	156,353	121,904
Parking	1,925	4,100	8,922	9,020
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	1,750	0	3,200	0
Audio Visual	0	0	0	0
Internet Services	105	0	305	0
Total Ancillary Income	<u>29,019</u>	<u>28,040</u>	<u>172,262</u>	<u>131,544</u>
Total Event Income	<u>42,293</u>	<u>37,940</u>	<u>222,588</u>	<u>180,914</u>

ASM - Irving Convention Center
Monthly Event Income Statement: Sporting Event
For the Three Months Ending December 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	750	600	6,750	2,100
Events	1	1	3	3
Event Days	1	2	5	9
Direct Event Income				
Rental Income	10,500	10,500	35,997	35,397
Service Revenue	7,256	1,000	17,581	1,500
Service Expenses	(5,717)	0	(18,781)	0
Total Direct Event Income	12,039	11,500	34,797	36,897
Ancillary Income				
F & B Concessions	8,038	2,480	44,142	8,370
F & B Catering	6,028	0	6,832	0
Parking	8,372	2,050	59,003	6,150
Parking: Valet	0	0	0	0
Booth Cleaning	0	0	0	0
Electrical Services	560	0	1,250	0
Audio Visual	0	0	162	0
Internet Services	0	0	405	0
Total Ancillary Income	22,998	4,530	111,794	14,520
Total Event Income	35,037	16,030	146,591	51,417

ASM - Irving Convention Center
Monthly Event Income Statement: ICSV
For the Three Months Ending December 31, 2021

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Attendance	55	55	125	95
Events	2	2	5	4
Event Days	2	2	5	4
Direct Event Income				
Rental Income	0	0	0	0
Service Revenue	0	0	0	0
Service Expenses	(58)	0	(132)	0
Total Direct Event Income	(58)	0	(132)	0
Ancillary Income				
F & B Concessions	0	0	0	0
F & B Catering	369	0	1,480	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	369	0	1,480	0
Total Event Income	311	0	1,348	0

MINUTES

IRVING CONVENTION AND VISITORS BUREAU

BOARD OF DIRECTORS – EXECUTIVE COMMITTEE MEETING

IRVING CONVENTION CENTER – FIRST FLOOR CONFERENCE ROOM

Friday, December 10, 2021

Attendance: David Cole – Board Chair; Bob Bourgeois – Board Vice Chair; Karen Cooperstein, Greg Malcolm, and Richard Stewart, Jr. – Committee Members; Yasir Arafat, Michael Basoco, Herb Gears, Colvin Gibson, Nydia Hoskins, Julia Kang, William Mahoney, Joe Philipp, and Sam Reed – Board Members; Tom Meehan – ASM/ICC; Maura Gast, Carol Boyer, Marianne Lauda, Brice Petty, and Susan Rose – ICVB; Guests – Director of Lodging Analytics Aran Ryan – Tourism Economics.

Board Chair David Cole 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. Cole expressed his appreciation for everyone's attendance. He noted the ICVB Executive Committee is where Board members can learn the most and develop relationships. While all board members are welcome and encouraged to attend, non-Committee members may not present motions or vote on items. All meeting agendas are posted as public meetings and only agenda items are reviewed. The new Board member orientation meeting will be scheduled soon and will include a wealth of information about the ICVB and its governing Board.

IRVING HOTEL OUTLOOK PRESENTATION – TOURISM ECONOMICS

Executive Director Maura Gast and Assistant Executive Director Finance/Administration Susan Rose introduced Director of Lodging Analytics Aran Ryan who is attending by video conference. Tourism Economics is a global forecasting and analysis firm focusing on travel. The ICVB requested American Rescue Plan Act (ARPA) funds to conduct this study and produce a quarterly report on key lodging trends.

Ryan's presentation included charts showing:

- Pandemic impact on travel was rapid and severe. In a 30-year review, there was a drastic drop in RevPAR for 2020 and a surprising resurgence in 2021. The fourth quarter assumption is weaker due to holidays and less business travel.
- US hotel room demand is still below pre-pandemic levels. Third quarter 2022 is expected to increase to past peak levels.
- Economic Assumption – surge in consumer spending is underway with 8% growth. This is driving businesses to reopen and reinvest.
- Inflation will be uncomfortable for another six months. Consumer price increases are 6.8% and will remain higher than normal likely through the end of 2022.
- Employers face challenges in re-staffing. Reopening will be driven by finding the appropriate labor. Unfilled job openings are 1 in 10 in the food/customer service sector. Over time, it is expected hotels will find staff but may take time and higher wages.
- Intentions to travel remains high. Above 90% of people have plans to travel in the next six months. Business travel is slower to return. Omicron virus variant has made things even slower.

Irving Lodging Quarterly Forecast will be:

- A review of assumptions.
- An approach to the model based on analysis of historical STR data performance, travel recovery timeline and pricing gains, assumption on new property openings
- Model is based on monthly STR hotel data by segmented demand and sub-markets
- Annual and Quarterly results through 2024.

Recap:

- Hotel performance in Irving is partway through a strong recovery, but it will take time to recover to pre-pandemic levels.
- The timing of the recovery remains uncertain.

In response to a question by Board member Greg Malcolm, Ryan stated closed hotels influence supply and properties under construction were included in the report assumptions. Gast stated the Irving hotel development status report listings also were shared. Malcolm shared his properties are thinking Occupancy will be back in 2022 but Average Daily Rate will remain off. Board member Nydia Hoskins reported STR research is reporting a 2024-26 return to pre-pandemic numbers. The Omni Las Colinas Hotel shows the leisure market is not enough to make up for lost business and group travel. Gast noted all components need to recover (Occupancy, RevPAR, and ADR) for it to make a difference for the Irving and the ICVB. Malcolm and Hoskins agreed rate leaders will emerge in the market. Gast noted the leisure market messaging has been successful and will continue to message there. The focus is on doing what is needed right now to influence demand and build the pipeline.

ICVB FINANCIAL REPORTS FOR SEPTEMBER AND OCTOBER 2021

Director of Accounting and Budget Marianne Lauda reported working with City Finance on American Rescue Plan Act (ARPA) funding. The auditors will review and once approved, the September and October 2021 financials will be presented to the Committee. Hopefully will have November and December 2021 financials completed as well for next month's meeting.

HOTEL OCCUPANCY TAX COLLECTIONS

- Luxury and Full Service
 - Received \$2,073,588.79 for the Fiscal Year. September is reporting \$263,000 up from all prior months. The ICVB does not receive Hotel Occupancy Tax from the Westin Irving Convention Center Hotel, but collections go toward paying the debt service. Numbers are included in the report for comparison.
 - The City continues to work with delinquent properties on collections.
- All Suite/Extended Stay
 - Hyatt House paid in September for back taxes from April and May.
 - Homewood Suites is behind in payment.
 - Revenue is down, reporting \$92,724.10 in collections for September and \$964,165.21 the year.

- Budget Service
 - Reporting \$497,473.29 for the year in collections.
 - September trending down from \$50,000 range to \$45,000.
 - There are no delinquent hotels in this category.
- Limited Service
 - Wingate Inn by Wyndham Dallas Las Colinas has paid two delinquent quarters.
 - There are a few delinquent hotels, leaving September down from prior months and reporting \$995,869.47 for the year in collections.
- Short Term Rentals
 - Number of locations is down from 45 to 38 in September.
 - Collections will continuously change.
 - Collected \$46,715.98 for the year.
 - There is not enough history to know what the expectations are in the future for this category.

IRVING CONVENTION CENTER FINANCIALS – OCTOBER 2021

General Manager Tom Meehan reported:

- Closed out the fiscal year through September. October is first month of FY2021-22 fiscal year and the ICC made budget for the month.
- There were 8,000 people and 14 total events in October, with a Total Adjusted Gross Income of \$330,000.
- Catering is the dominant driving factor.
- Indirect Expenses are on target. The \$40,000 better than budget number came out of payroll due to not being staffed as estimated in the budget.
- Rental Income for the month is \$6,500; Catering is \$11,000 and Concessions and Parking are up.
- For the month, event income is \$240,000.
- Other Income includes the Westin Irving Convention Center Hotel garage.
- Expenses are stable with Salaries and Wages under by \$40,000 and within budget by \$2,400.
- In reviewing the Comparison Report, Meehan noted last October reported \$8,383, compared to \$244,011 this October. Two years prior shows a blistering pace for Catering at \$605,052 and \$0.00 last October. The current month is still down at \$111,491, but better than the last 18 months.
- The Forecast is based conservatively on bookings for the rest of the current fiscal year, at their total contracted amount. Showing \$46,000 off budget, but numbers between November and September will fluctuate. The new COVID variant is scaring some groups into moving dates out into the next fiscal year. Starting off the fiscal year, confident in making budget and encouraged for the future of the building this year.

Gast explained the summary breakdowns in the ICC financials are by various types of events: Banquets, Convention, Meetings, etc. In the future, the Related Party Events category will capture City of Irving events as was discussed during the audit.

With no further discussion, Cole asked for a motion to accept the ICC October 2021 Financial Report. On a motion from Board member Karen Cooperstein and a second from Board member Julia Kang, the motion was unanimously approved.

Cole asked for a motion to accept the Executive Committee meeting minutes of November 12, 2021. On a motion from Board Vice Chair Bob Bourgeois and a second from Board member Richard Stewart, Jr., the motion was unanimously approved.

CHAIR REPORT:

- The December 13, 2021, Board meeting agenda was reviewed. New and reappointed Board members will be sworn in at the beginning of the meeting. A recap of the Tourism Economic Outlook presentation will be shared. Under City Reports, a briefing of the Pension Obligation Bond report will be presented.
- The newly elected Arts and Culture Board Chair Kelly O'Briant will attend Board meetings.
- Gast noted staff has met with the City on ARPA coding of funds and required documentation. Forms and processes are still being refined. COVID impacts will be included in the new Board orientation.
- Cole requested everyone review the Board meeting packet prior to meetings and absorb the information included.
- The 2022 ICVB Board and Committee Meetings and Activities schedule, along with Committee assignments and meeting dates are included in the packet for review and included in the Board packet. Cole emphasized any Board member can participate in as many Committees as interested.

CITY COUNCIL UPDATES

- Gast noted there continues to be support for the R-AB Ordinance changes.

The next Executive Committee meeting is scheduled for Friday, January 21, 2022. Cole thanked all the new Board members for participating in their first Committee meeting.

With no further discussion, Cole adjourned the meeting at 10:19 a.m.

Respectfully submitted,



Maura Allen Gast, FCDME
Executive Director

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, January 24, 2022 at 11:45 a.m.
Irving Convention Center, Third Floor Junior 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 committee meeting.

1. Citizen Comments on Items Listed on the Agenda

Consent Agenda

2. Approving ICVB Board Meeting Minutes for December 13, 2021

3. Accepting the ICVB Financial Reports:

- a. Year-End FY2020-21
- b. October 2021
- c. November 2021
- d. December 2021

4. Reviewing the Hotel Occupancy Tax Collections

5. Review of ICVB Cash Flow Report

6. Accepting the Irving Convention Center Financial Reports:

- a. November 2021
- b. December 2021

Individual Consideration

7. Approval of Community Engagement Committee Recommendation for High Spirited Citizen Nomination

- a. Melissa Gentry
- b. Ruby Sevcik

Board Reports

8. COVID-19/American Rescue Plan Act Update

AGENDA - Continued

9. Board Chair Report

- a. 2022 ICVB Board and Committee Meetings and Activities Schedule
- b. 2022 ICVB Board Committee Assignments
- c. Conflict of Interest Form
- d. New Board Member Orientation
- e. ICVB Board Roster Information
- f. Next Board Meeting – February 28, 2022, Jack D. Huffman Community Building – Auditorium, 801 W. Irving Blvd.

10. Board Committee Reports

- a. Board and Business Development – Richard Stewart, Jr.
 - January 7 Meeting Recap
 - New Board Member Orientation, Friday, January 28, 8:30 a.m.
 - Next Meeting – March 11, 9:00 a.m.
- b. Community Engagement – Karen Cooperstein
 - January 11 Meeting Recap
 - Next Meeting – April 5, 11:30 a.m.
- c. Destination Development – Greg Malcolm
 - Next Meeting – February 8, 11:30 a.m.; location pending

11. City Reports

- a. Council Liaison – Mayor Pro Tem Kyle Taylor
- b. Mayor & Other Council Members
 - DART/Transportation and Infrastructure – Mayor Rick Stopfer
- c. City Manager – Chris Hillman
 - Visitor Development Updates
 - Toyota Music Factory
 - Other City Updates

12. 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

13. Convention Center Management Report – Tom Meehan/Matt Tungett

14. Industry Partner Reports

- a. Hotel Industry Updates – Greg Malcolm, Kim Limon, Nydia Hoskins
- b. Restaurant Industry Update – David Cole

AGENDA - Continued

15. Partner Organization & Stakeholder Reports

- a. DCURD and Irving Flood Control Districts – Dallas Burke
- b. Chamber of Commerce – John Nicks/Beth Bowman
- c. Irving Arts and Culture – Kelly O'Briant/Todd Hawkins
- d. The Las Colinas Association – Hammond Perot
- e. TIF – Michael Randall
- 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.