

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Executive Committee
Friday, March 25, 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 Report – February 2022
3. Reviewing the Hotel Occupancy Tax Collections
4. Review of ICVB Cash Flow Report
5. Approving Executive Committee Minutes – February 25, 2022
6. Review of Board Meeting Agenda – March 28, 2022
7. Chairman / Executive Director Reports
8. City Council Updates
9. Next Committee Meeting – Friday, April 22, 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:
February 2022



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
FEBRUARY 2022

Assets

Cash and equivalents	5,501,950.30
Investments	3,030,400.00

Total Assets	<u>8,532,350.30</u>
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Liabilities

Accounts payables	355,529.18
Unearned revenue	7,847,044.81

Total Liabilities	<u>8,202,573.99</u>
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Fund Balance (Budgetary basis)

Reserve for encumbrances	1,051,407.52
Unreserved	(721,631.21)

Total Fund Balance	<u>329,776.31</u>
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Total Liabilities and Fund Balance	<u>8,532,350.30</u>
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IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND
MONTHLY FINANCIAL REPORT
FEBRUARY 2022

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	432,433.50	1,603,739.23	5,397,466.00	29.7%	0.00	3,793,726.77
	PENALTY AND INTEREST	0.00	1,016.92	0.00	100.0%	0.00	(1,016.92)
	PRIOR YEAR	0.00	71,652.73	0.00	100.0%	0.00	(71,652.73)
	SHORT-TERM RENTALS	4,113.44	12,517.71	0.00	100.0%	0.00	(12,517.71)
	TOTAL HOTEL/MOTEL TAX	436,546.94	1,688,926.59	5,397,466.00	31.3%	0.00	3,708,539.41
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							
		48.25	123.56	3,000.00	4.1%	0.00	2,876.44
M5 - MISCELLANEOUS							
		0.00	7,650.00	30,000.00	25.5%	0.00	22,350.00
TOTAL REVENUE		436,595.19	1,696,700.15	12,828,811.00	13.2%	0.00	11,132,110.85
EXPENDITURES							
N1 - SALARIES							
		186,234.10	900,192.13	2,617,580.00	34.4%	0.00	1,717,387.87
N2 - BENEFITS							
		38,616.19	229,202.99	701,288.00	32.7%	0.00	472,085.01
N4 - SUPPLIES							
		2,426.37	50,372.81	111,488.00	45.2%	13,200.00	47,915.19
O1 - UTILITIES (COMMUNICATIONS)							
		1,567.82	5,946.20	26,100.00	22.8%	0.00	20,153.80
O3 - OUTSIDE SERVICES							
	FREIGHT	(0.55)	70.49	3,000.00	2.3%	0.00	2,929.51
	MARKETING AND SALES RESOURCES	9,191.87	14,102.87	45,380.00	31.1%	0.00	31,277.13
	MEDIA ADVERTISING	24,900.50	153,224.96	582,399.80	26.3%	320,197.89	108,976.95
	POSTAGE EQUIPMENT RENTAL	(0.85)	662.16	2,650.00	25.0%	1,324.32	663.52
	PROFESSIONAL SERVICES	11,385.16	1,133,357.97	3,173,401.00	35.7%	701,721.61	1,338,321.42
	PROPERTY MANAGEMENT SERVICES	350,000.00	698,000.00	1,395,000.00	50.0%	0.00	697,000.00
	TOTAL OUTSIDE SERVICES	395,476.13	1,999,418.45	5,201,830.80	38.4%	1,023,243.82	2,179,168.53
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	22,137.03	39,398.92	555,000.00	7.1%	0.00	515,601.08
	MILEAGE REIMBURSEMENT	(0.90)	40.95	2,500.00	1.6%	0.00	2,459.05
	MEMBERSHIP AND DUES	1,514.75	26,922.90	50,000.00	53.8%	0.00	23,077.10
	TOTAL TRAVEL - TRAINING - DUES	23,650.88	66,362.77	607,500.00	10.9%	0.00	541,137.23
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	17,461.88	67,557.06	215,898.00	31.3%	0.00	148,340.94
	BUSINESS DEV INCENTIVE PROG	10,994.00	74,887.13	500,000.00	15.0%	0.00	425,112.87
	CONVENTION SERVICES MATERIALS	19,504.00	22,562.56	92,803.83	24.3%	8,963.70	61,277.57
	EVENT SPONSORSHIPS	2,750.00	54,167.50	128,800.00	42.1%	6,000.00	68,632.50
	ICVB VOLUNTEER PROGRAM	(0.10)	0.00	5,000.00	0.0%	0.00	5,000.00
	LOCAL PROGRAMS-PROMOTIONS	3,625.44	27,984.52	581,500.00	4.8%	0.00	553,515.48
	TOTAL MISCELLANEOUS EXPENSES	54,335.22	247,158.77	1,524,001.83	16.2%	14,963.70	1,261,879.36
P1 - CAPITAL EXPENDITURES							
		0.00	0.00	111,353.00	0.0%	0.00	111,353.00
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		702,306.71	3,533,165.37	11,902,186.63	29.7%	1,051,407.52	7,317,613.74

Beginning Fund Balance	2,166,241.53
Revenues	1,696,700.15
Expenditures	(3,533,165.37)
Ending Fund Balance	329,776.31

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
FEBRUARY 2022

Assets

Cash and equivalents	2,092,123.97
Investments	1,603,000.00

Total Assets	<u>3,695,123.97</u>
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Liabilities

Accounts payables	260,154.92
Unearned revenue	2,959,732.65

Total Liabilities	<u>3,219,887.57</u>
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Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	475,236.40

Total Fund Balance	<u>475,236.40</u>
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Total Liabilities and Fund Balance	<u>3,695,123.97</u>
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IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE/CIP FUND
MONTHLY FINANCIAL REPORT
FEBRUARY 2022

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		51.14	188.77	500.00	37.8%	0.00	311.23
M5 - MISCELLANEOUS		21,924.37	1,109,621.85	1,264,000.00	87.8%	0.00	154,378.15
M6 - TRANSFER FROM ICVB GENERAL		0.00	0.00	363,000.00	0.0%	0.00	363,000.00
TOTAL REVENUE		21,975.51	1,109,810.62	4,506,167.00	24.6%	0.00	3,396,356.38
EXPENDITURES							
N4 - SUPPLIES		123,908.48	123,908.48	114,794.00	107.9%	0.00	(9,114.48)
N7 - STRUCTURE MAINTENANCE		21,924.37	119,555.85	264,000.00	45.3%	0.00	144,444.15
O3 - OUTSIDE SERVICES		136,246.44	136,246.44	352,000.00	38.7%	0.00	215,753.56
O4 - TRAVEL / TRAIN / DUES		11,909.33	11,909.33	35,000.00	34.0%	0.00	23,090.67
P1 - CAPITAL EXPENDITURES		152,751.50	919,781.58	2,376,873.00	38.7%	0.00	1,457,091.42
TOTAL EXPENDITURES		446,740.12	1,311,401.68	3,142,667.00	41.7%	0.00	1,831,265.32

Beginning Fund Balance	676,827.46
Revenues	1,109,810.62
Expenditures	(1,311,401.68)
Ending Fund Balance	475,236.40

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

February 2022

Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80062134	2/3/2022	CHRISTIAN MEETINGS & CONVENTIONS ASSOC, LLC			2,400.00	
		TRAVEL AND TRAINING	CMCA 2022 SHOWCASE REGISTRATION/MARCH 1-3,	2,400.00		
80062135	2/3/2022	CUTTS, SUSAN			487.50	
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - JAN 17 - 28, 2022	487.50		
80062136	2/3/2022	DALLAS FORT WORTH ASSOCIATION EXECUTIVES			2,750.00	
		LOCAL PROGRAMS-PROMOTIONS	2022 ASSOCIATION DAY LUNCH SPONSORSHIP	1,500.00		
		MEDIA ADVERTISING	ADVERTISING	1,250.00		
80062137	2/3/2022	DELL MARKETING L P			1,050.00	
		OFFICE MACHINERY LESS 5000	DELL COMPUTERS / LAPTOPS FOR STAFF	1,050.00		
80062138	2/3/2022	FIRED UP BRANDS, INC			3,333.33	
		PROFESSIONAL SERVICES	ICVB STAFF TRAINING	3,333.33		
80062139	2/3/2022	FOSTER, WENDY				75.00
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
80062140	2/3/2022	HOPKINS, CHERYL				150.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00		
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
80062141	2/3/2022	LEVINE, KATHY				65.44
		COMMUNICATIONS	DEC 2021 - CELL	65.44		
80062142	2/3/2022	LOPEZ, BRENDA				75.00
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
80062143	2/3/2022	MALONEY STRATEGIC COMMUNICATION INC			15,870.00	
		PROFESSIONAL SERVICES	2021/2022 ICVB ADVERTISING MANAGEMENT Q2	15,870.00		
80062144	2/3/2022	MANSOUR, KAYLA				150.00
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
		COMMUNICATIONS	NOV 2021 - CELL	75.00		
80062145	2/3/2022	PFAFF, DIANA				75.00
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
80062146	2/3/2022	TIGER OAK MEDIA, INC			4,500.00	
		MEDIA ADVERTISING	ADVERTISING	3,500.00		
		MEDIA ADVERTISING	ADVERTISING	1,000.00		
80062147	2/3/2022	TUCKER & ASSOCIATES, LLC			74.23	
		PROFESSIONAL SERVICES	JAN 2022 - REIMBURSABLES	74.23		
80062148	2/10/2022	AJR MEDIA GROUP			3,979.00	
		MEDIA ADVERTISING	ADVERTISING - TOURTEXAS.COM	3,979.00		
80062149	2/10/2022	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			18,880.03	585.23
		ACCOUNTS PAYABLE	JAN 2022 - RECEIPTS	19,465.26		
80062150	2/10/2022	BILBIA, CHELSEA			250.00	
		PROFESSIONAL SERVICES	BLOG POSTS - DEC 2021-JAN 2022	250.00		
80062151	2/10/2022	CHALLENGE YOUTH CONFERENCE, INC.			1,080.00	
		BUSINESS DEV INCENTIVE PROG	CHALLENGE YOUTH CONFERENCE/JAN 2022	1,080.00		
80062152	2/10/2022	CHRISTIAN MEETINGS & CONVENTIONS ASSOC, LLC			425.00	
		MEDIA ADVERTISING	ADVERTISING	425.00		
80062153	2/10/2022	COWBOYS EXPERIENCE			261.00	
		BUSINESS DEV INCENTIVE PROG	COWBOYS EXPERIENCE/OCT 2021	42.00		
		BUSINESS DEV INCENTIVE PROG	COWBOYS EXPERIENCE/OCT 2021	117.00		
		BUSINESS DEV INCENTIVE PROG	COWBOYS EXPERIENCE/NOV 2021	63.00		
		BUSINESS DEV INCENTIVE PROG	COWBOYS EXPERIENCE/JAN 2022	39.00		
80062154	2/10/2022	DALLAS FORT WORTH AIRPORT MARRIOTT			855.00	
		BUSINESS DEV INCENTIVE PROG	FLYING EAGLES REUNION/JAN 2022	855.00		



Irving Convention and Visitors Bureau

Check Register

February 2022

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount ARPA	HOT Tax
80062155	2/10/2022	FIRED UP BRANDS, INC PROFESSIONAL SERVICES	ICVB STAFF TRAINING	3,333.33	3,333.33	
80062156	2/10/2022	IMAGO MEDIA, INC. MEDIA ADVERTISING	ADVERTISING	321.50	321.50	
80062157	2/10/2022	MEETING PROFESSIONALS INTERNATIONAL MEDIA ADVERTISING	ADVERTISING	11,375.00	11,375.00	
80062158	2/10/2022	STAMATS COMMUNICATIONS, INC. MEDIA ADVERTISING	ADVERTISING	3,300.00	8,800.00	
		MEDIA ADVERTISING	ADVERTISING	5,500.00		
80062159	2/10/2022	PROVIDENT GROUP - IRVING PROPERTIES, LLC BUSINESS DEV INCENTIVE PROG	SERRA INTERNATIONAL/JAN 2022	860.00	860.00	
80062160	2/10/2022	ROWE, KRISTINA PROFESSIONAL SERVICES	BLOG POSTS - DEC 2021 - JAN 2022	300.00	300.00	
80062161	2/10/2022	SUPERIOR EXPOSITION SERVICES, LLC TRAVEL AND TRAINING	SOUTHWEST SHOWCASE IRVING BOOTH/JAN 26, 2022	6,859.00	6,859.00	
80062162	2/10/2022	TUCKER & ASSOCIATES, LLC PROFESSIONAL SERVICES	MONTHLY RETAINER - FEB 2022	4,000.00	4,000.00	
80062163	2/10/2022	PITTMAN, MELODY EVENT SPONSORSHIPS	2022 DINE AROUND SPONSORSHIP	2,750.00	2,750.00	
80062164	2/10/2022	YDRINK LLC SUBSCRIPTIONS-PUBLICATIONS	YDRINK ANNUAL SUBSCRIPTION	349.00	349.00	
80062165	2/17/2022	CELLCO PARTNERSHIP COMMUNICATIONS	JANUARY 2022	159.44		329.03
		COMMUNICATIONS	JANUARY 2022	93.33		
		COMMUNICATIONS	JANUARY 2022	76.26		
80062166	2/17/2022	CUTTS, SUSAN PROFESSIONAL SERVICES	DATA ENTRY SERVICES - JAN 24 - FEB 11, 2022	537.50	537.50	
80062167	2/17/2022	DALLAS FORT WORTH AIRPORT MARRIOTT BUSINESS DEV INCENTIVE PROG	IMEG CORPORATION ANNUAL MEETING/JAN 2022	628.00	628.00	
80062168	2/17/2022	DIPIETRO, KATHERINE COMMUNICATIONS	DEC 2021 - CELL	75.00		150.00
		COMMUNICATIONS	NOV 2021 - CELL	75.00		
80062169	2/17/2022	FOJTASEK, LORI COMMUNICATIONS	DEC 2021 - CELL	75.00		150.00
		COMMUNICATIONS	JAN 2022 - CELL	75.00		
80062170	2/17/2022	FOSTER, WENDY COMMUNICATIONS	JAN 2022 - CELL	75.00		75.00
80062171	2/17/2022	EX DALLAS LP MEMBERSHIPS, CERTS, & LICENSES	FEBRUARY 2022	882.00		882.00
80062172	2/17/2022	ANGEL HOSPITALITY VIII LLC BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	207.00	207.00	
80062173	2/17/2022	LAUDA, MARIANNE COMMUNICATIONS	JAN 2022 - CELL	75.00		75.00
80062174	2/17/2022	MANSELL, LORI COMMUNICATIONS	DEC 2021 - CELL	75.00		75.00
80062175	2/17/2022	MELTWATER NEWS US INC MARKETING RESOURCES	MEDIA MONITORING & REPORTS RENEWAL 4/1/22-	8,500.00	8,500.00	
80062176	2/17/2022	PETTY, BRICE COMMUNICATIONS	JAN 2022 - CELL	71.66		71.66
80062177	2/17/2022	PFAFF, DIANA COMMUNICATIONS	JAN 2022 - CELL	75.00		75.00
80062178	2/17/2022	REGENT HOSPITALITY LTD.			480.00	

Begin Date 2/1/2022 End Date 2/28/2022



Irving Convention and Visitors Bureau

Check Register

February 2022

Check #	Check Date	Vendor Name	Line Item Description	Invoice Amount	Check Amount	
		Object Description			ARPA	HOT Tax
80062179	2/17/2022	BUSINESS DEV INCENTIVE PROG	PRIMETIME SPORTS NATIONAL BASKETBALL/JULY 2021	480.00		
		ROBERTS, DEBBIE				150.00
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
80062180	2/17/2022	COMMUNICATIONS	JAN 2022 - CELL	75.00		
		ROSE, SUSAN				43.65
		COMMUNICATIONS	JAN 2022 - CELL	43.65		
80062181	2/17/2022	SHERATON DFW AIRPORT HOTEL			2,375.00	
		BUSINESS DEV INCENTIVE PROG	DALLAS DANCE FESTIVAL/ADDITIONAL ROOMS/NOV	935.00		
		BUSINESS DEV INCENTIVE PROG	ART OF MOVEMENT/JAN 2022	580.00		
		BUSINESS DEV INCENTIVE PROG	FRANK GLAZIER FOOTBALL CLINIC/FEB 2022	860.00		
80062182	2/17/2022	SMG			152,751.50	
		OFFICE MACHINERY	BUILDING FIREWALL	143,401.50		
		OFFICE MACHINERY	RADIO BATTERY REPLACEMENT	9,350.00		
80062183	2/17/2022	SMG				21,924.37
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - FEB 2022	21,924.37		
80062184	2/17/2022	STALLINGS, APRIL				225.00
		COMMUNICATIONS	CELL PHONE - DECEMBER 2021	75.00		
		COMMUNICATIONS	CELL PHONE - JANUARY 2022	75.00		
		COMMUNICATIONS	CELL PHONE - FEBRUARY 2022	75.00		
80062185	2/17/2022	STODDARD, CAROL				75.00
		COMMUNICATIONS	JAN 2022 - CELL	75.00		
80062186	2/17/2022	WHITE, MONTY				75.00
		COMMUNICATIONS	DEC 2021 - CELL	75.00		
80062187	2/16/2022	2SYNERGIZE, INC.				0.65
		SUBSCRIPTIONS-PUBLICATIONS	BANK OF AMERICA UPLOAD TEST	0.65		
80062188	2/16/2022	ADCO ADVERTISING				0.10
		COMMUNICATIONS	BANK OF AMERICA UPLOAD TEST	0.10		
80062189	2/16/2022	ARROW ELECTRONICS, INC				0.17
		POSTAGE EQUIPMENT RENTAL	BANK OF AMERICA UPLOAD TEST	0.17		
80062190	2/16/2022	B + B PRODUCTIONS, LLC				0.20
		PROFESSIONAL SERVICES	BANK OF AMERICA UPLOAD TEST	0.20		
80062191	2/16/2022	BRIGHT BUSINESS MEDIA				0.25
		LOCAL PROGRAMS-PROMOTIONS	BANK OF AMERICA UPLOAD TEST	0.25		
80062192	2/16/2022	CINA, BENJAMIN				0.35
		TRAVEL AND TRAINING	BANK OF AMERICA UPLOAD TEST	0.35		
80062193	2/16/2022	CIRCLE R RANCH				0.40
		POSTAGE	BANK OF AMERICA UPLOAD TEST	0.40		
80062194	2/16/2022	DELI MANAGEMENT, INC.				0.42
		LOCAL PROGRAMS-PROMOTIONS	BANK OF AMERICA UPLOAD TEST	0.42		
80062195	2/16/2022	DHD FILMS				0.47
		FREIGHT	BANK OF AMERICA UPLOAD TEST	0.47		
80062196	2/16/2022	EDELMAN				0.55
		MEMBERSHIPS, CERTS, & LICENSES	BANK OF AMERICA UPLOAD TEST	0.55		
80062197	2/16/2022	EFW INC				0.60
		ICVB VOLUNTEER PROGRAM	BANK OF AMERICA UPLOAD TEST	0.60		
80062198	2/16/2022	ESP, INC.				0.05
		MILEAGE REIMBURSEMENT	BANK OF AMERICA UPLOAD TEST	0.05		
80062199	2/16/2022	INTACCT CORPORATION				0.70
		SUBSCRIPTIONS-PUBLICATIONS	BANK OF AMERICA UPLOAD TEST	0.70		



Irving Convention and Visitors Bureau

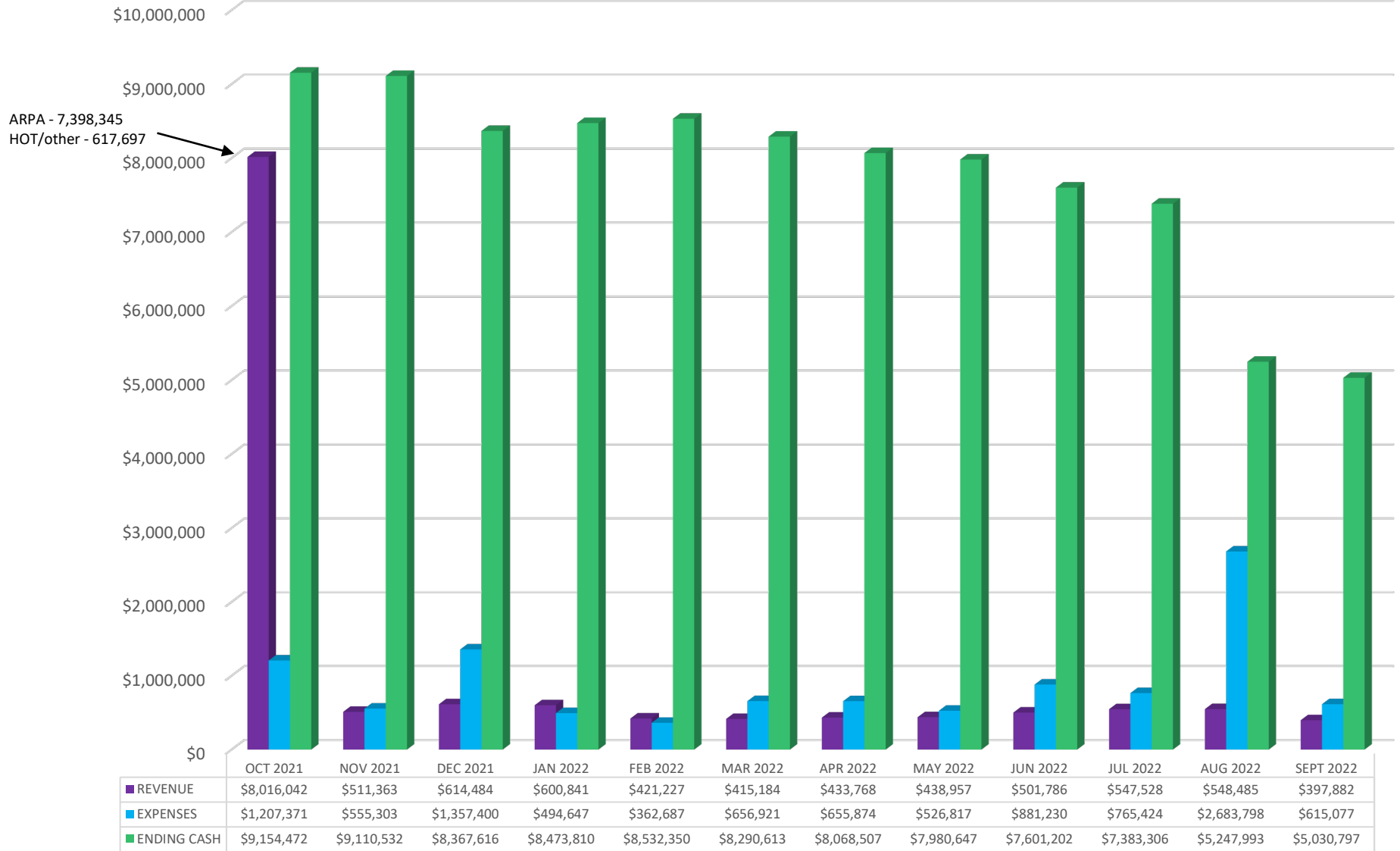
Check Register

February 2022

Check #	Check Date	Vendor Name Object Description	Line Item Description	Invoice Amount	Check Amount ARPA	HOT Tax
80062200	2/16/2022	JR PRODUCTIONS INC. TRAVEL AND TRAINING	BANK OF AMERICA UPLOAD TEST	0.75		0.75
80062201	2/16/2022	KANE RUSSELL COLEMAN LOGAN PC COMMUNICATIONS	BANK OF AMERICA UPLOAD TEST	0.80		0.80
80062202	2/16/2022	MONSTER VISION PRODUCTIONS PROFESSIONAL SERVICES	BANK OF AMERICA UPLOAD TEST	0.85		0.85
80062203	2/16/2022	NESTLE USA SUBSCRIPTIONS-PUBLICATIONS	BANK OF AMERICA UPLOAD TEST	0.90		0.90
80062204	2/16/2022	ORTHOFIX INC TRAVEL AND TRAINING	BANK OF AMERICA UPLOAD TEST	0.95		0.95
80062205	2/16/2022	PICTURE THIS GREEN SCREEN MEMBERSHIPS, CERTS, & LICENSES	BANK OF AMERICA UPLOAD TEST	1.00		1.00
80062206	2/16/2022	R FOX DESIGNS, LP MILEAGE REIMBURSEMENT	BANK OF AMERICA UPLOAD TEST	1.01		1.01
80062207	2/16/2022	RASHADA, LUQMAN POSTAGE	BANK OF AMERICA UPLOAD TEST	1.10		1.10
80062208	2/16/2022	REAL RESOURCES, INC. SUBSCRIPTIONS-PUBLICATIONS	BANK OF AMERICA UPLOAD TEST	1.15		1.15
80062209	2/16/2022	SELLINGER'S POWER GOLF, LTD PROFESSIONAL SERVICES	BANK OF AMERICA UPLOAD TEST	1.20		1.20
80062210	2/16/2022	THE GLASS DOCTOR COMMUNICATIONS	BANK OF AMERICA UPLOAD TEST	1.22		1.22
80062211	2/16/2022	XRX INC. LOCAL PROGRAMS-PROMOTIONS	BANK OF AMERICA UPLOAD TEST	1.35		1.35
80062212	2/24/2022	BH DFW PROPERTY LP BUSINESS DEV INCENTIVE PROG	SIGMA KAPPA SORORITY/JAN 2022	765.00	765.00	
80062213	2/24/2022	FLOWSERVE US INC BUSINESS DEV INCENTIVE PROG	CENTRIFUGAL PUMP FUNDAMENTALS/OCT 4-8, 2021	130.00	1,175.00	
		BUSINESS DEV INCENTIVE PROG	CENTRIFUGAL PUMP FUNDAMENTALS/OCT 25-29, 2021	185.00		
		BUSINESS DEV INCENTIVE PROG	ROOT CAUSE ANALYSIS/NOV 2021	35.00		
		BUSINESS DEV INCENTIVE PROG	CENTRIFUGAL PUMP FUNDAMENTALS/DEC 2021	40.00		
		BUSINESS DEV INCENTIVE PROG	BOOT CAMP/OCT 2021	525.00		
		BUSINESS DEV INCENTIVE PROG	PUMP AND MECHANICAL SEAL PRINCIPLES/DEC 2021	180.00		
		BUSINESS DEV INCENTIVE PROG	PUMP AND MECHANICAL SEAL RELIABILITY/OCT 2021	80.00		
80062214	2/24/2022	EX DALLAS LP BUSINESS DEV INCENTIVE PROG	JOHN DEERE/CEO SUMMIT/FEB 2022	2,105.00	2,105.00	
80062215	2/24/2022	PROVIDENT GROUP - IRVING PROPERTIES, LLC BUSINESS DEV INCENTIVE PROG	FOCUS FELLOWSHIP OF CATHOLIC UNIVERSITY/FEB 2022	425.00	425.00	
80062216	2/24/2022	SMG TRAVEL AND TRAINING	SOUTHWEST SHOWCASE & RCMA CONF 2022	4,505.40	11,909.33	
		TRAVEL AND TRAINING	OSHA TRAINING	1,503.93		
		TRAVEL AND TRAINING	CATERSOURCE CONFERENCE REGISTRATION 2022	5,900.00		
80062217	2/24/2022	STAPLES OFFICE SUPPLIES	OFFICE SUPPLIES	46.84		134.67
		OFFICE SUPPLIES	OFFICE SUPPLIES	87.83		
80062218	2/24/2022	SUPERIOR EXPOSITION SERVICES, LLC TRAVEL AND TRAINING	2022 SOUTHWEST SHOWCASE-MATERIAL HANDLING	2,213.70	2,213.70	
80062219	2/24/2022	THE RICHEY COMPANY CONVENTION SERVICES MATERIALS	BIC GRIP ROLLER PENS	19,504.00	19,504.00	
		Total Number of Invoices	113	324,422.19	298,718.95	25,703.24
		Total Number of Checks	86		92%	8%

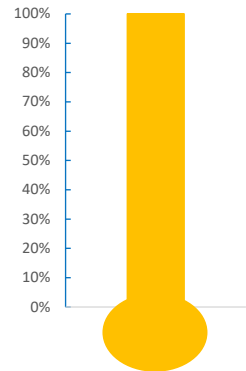
Begin Date 2/1/2022 End Date 2/28/2022

Irving Convention and Visitors Bureau FY22 Cash Flow February 2022



REVENUE EXPENSES ENDING CASH

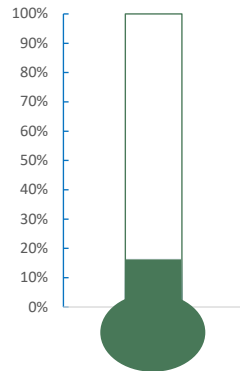
REPAYMENT OF FY21 LOAN



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

FY22 YEAR END GOAL
N/A

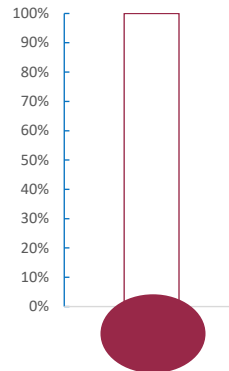
GENERAL FUND



GOAL: \$2,000,000
CURRENT: \$329,776

FY22 YEAR END GOAL
\$2,000,000

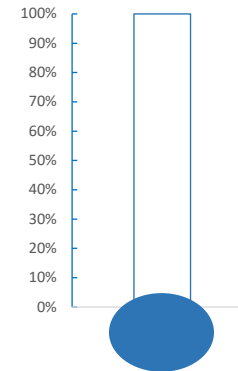
CATASTROPHIC RESERVE



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

FY22 YEAR END GOAL
\$500,000

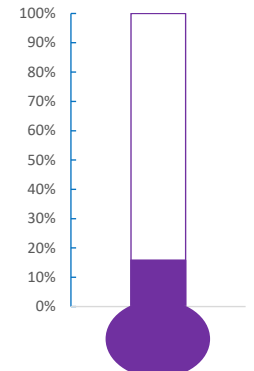
COMPUTER FUND



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

FY22 YEAR END GOAL
N/A

ICC RESERVE/CIP FUND



GOAL: \$3,000,000
CURRENT: \$475,236

FY22 YEAR END GOAL
\$1,000,000



ICVB
HOTEL OCCUPANCY TAX COLLECTIONS

For Period Ending:
January 2022

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

LUXURY & FULL SERVICE		OCT 2021	NOV 2021	DEC 2021	JAN 2022
1	<i>Atrium Hotel and Suites DFW Airport</i>	<i>3,783.84</i>	<i>4,528.42</i>	<i>4,045.56</i>	<i>0.00</i>
2	Dallas Marriott Hotel Las Colinas	37,970.09	33,483.93	24,467.35	22,307.01
3	DFW Airport Hotel & Conference Center	2,628.37	2,490.29	1,924.10	414.75
4	DFW Airport Marriott	40,597.86	44,001.44	24,067.21	40,491.61
5	<i>Doubletree by Hilton DFW Airport North</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
6	Embassy Suites DFW Airport South	23,760.06	22,304.84	19,367.30	17,870.25
7	Four Seasons Resort & Club	82,177.41	80,697.71	62,241.41	45,428.15
8	Hilton Garden Inn DFW Airport South	10,967.90	10,423.32	7,286.49	7,976.63
9	Hilton Garden Inn Las Colinas	10,627.57	9,520.04	7,534.88	7,252.60
10	Holiday Inn Irving Las Colinas	7,069.28	5,548.92	5,579.88	5,880.13
11	NYLO Las Colinas Tapestry Collection by Hilton	13,102.22	11,870.42	10,551.36	9,080.76
12	Omni Las Colinas Hotel	32,743.44	28,486.90	20,256.44	21,630.77
13	<i>Sheraton DFW Airport Hotel</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
14	Texican Court	10,626.37	10,238.59	9,334.91	9,358.05
15	Westin DFW Airport	40,206.91	35,351.72	3,075.04	18,305.41
TOTAL LUXURY & FULL SERVICE		316,261.32	298,946.54	199,731.93	205,996.12
16	Westin Irving Convention Center Las Colinas	36,557.50	37,876.68	25,412.52	27,656.24

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	NOV 2021	DEC 2021	JAN 2022
1	Comfort Inn DFW Airport North	4,642.86	3,309.17	3,780.49	3,794.95
2	Comfort Suites DFW Airport North	5,488.66	4,961.09	4,613.53	4,623.58
3	Comfort Suites Las Colinas	1,207.02	1,001.82	936.22	831.92
4	Country Inn & Suites by Carlson DFW Airport South	3,521.75	3,282.54	2,924.99	2,693.79
5	Element DFW Airport North	8,065.41	7,212.62	5,896.07	6,217.73
6	Extended Stay America Dallas DFW Airport North	2,337.12	1,394.21	1,320.19	2,452.66
7	Extended Stay America Dallas Las Colinas	1,858.48	1,476.93	1,472.61	1,132.03
8	Extended Stay Deluxe Green Park	1,237.03	1,109.52	1,706.64	1,882.33
9	Extended Stay Deluxe Las Colinas	1,189.45	944.16	653.92	1,290.77
10	Hawthorne Suites Irving DFW Airport South	2,318.89	1,608.81	1,119.44	1,322.57
11	Hawthorne Suites DFW Airport North	closed	closed	closed	closed
12	Holiday Inn Express Hotel & Suites DFW Airport North	8,560.70	7,620.69	7,237.90	7,532.27
13	Holiday Inn Express Hotel & Suites DFW Airport South	8,115.66	7,085.52	6,911.36	5,646.19
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	6,643.96	5,913.14	4,722.48	5,347.92
15	Home Towne Studios Dallas Irving	2,154.29	1,795.08	1,689.38	2,003.47
16	Homewood Suites by Hilton DFW Airport North	5,470.96	5,395.49	4,856.84	5,023.29
17	Homewood Suites by Hilton Las Colinas	9,559.37	8,304.84	7,968.12	8,480.67
18	Hyatt House Dallas Las Colinas	0.00	0.00	0.00	7,053.04
19	Oakwood Waterwalk Dallas Las Colinas	1,984.60	1,855.77	2,350.07	2,785.10
20	Residence Inn Dallas DFW Airport North Irving	4,867.76	4,676.38	3,897.89	4,066.10
21	Residence Inn Dallas Las Colinas	5,802.06	5,722.54	6,093.38	5,713.68
22	Sonesta ES Suites Dallas Las Colinas	3,044.44	2,832.77	1,939.41	1,960.49
23	Sonesta Simply Suites Dallas Las Colinas	1,393.66	1,796.70	1,341.21	1,481.41
24	Springhill Suites Dallas DFW Airport East Las Colinas	4,876.33	4,763.28	4,562.12	4,263.30
25	Staybridge Suites DFW Airport North	3,120.31	3,201.63	2,504.37	1,908.88
26	TownePlace Suites Dallas DFW Airport North Irving	7,718.96	6,249.28	2,668.04	5,188.10
27	TownePlace Suites Dallas Las Colinas	4,539.84	4,987.08	3,395.01	3,564.56
28	Woodspring Suites Signature	2,349.47	1,162.23	1,192.49	1,831.95
TOTAL ALL SUITE / EXTENDED STAY		112,069.04	99,663.29	87,754.17	100,092.75

BUDGET SERVICE		OCT 2021	NOV 2021	DEC 2021	JAN 2022
1	Arya Inn & Suites	879.39	888.61	905.60	894.95
2	Best Western Irving Inn & Suites DFW South	3,431.08	3,713.85	3,820.29	2,920.69
3	Budget Inn & Suites	67.69	64.05	68.02	93.05
4	Budget Suites of America Las Colinas	586.81	1,373.32	1,215.12	353.94
5	Clarion Inn & Suites	3,955.98	3,367.31	0.00	2,763.90
6	Crossroads Hotel & Suites	1,412.00	1,128.59	1,584.58	1,579.87
7	Days Inn	4,913.29	4,450.75	4,299.64	4,989.05
8	Days Inn DFW Airport North	4,038.04	3,616.35	3,732.00	3,313.53
9	Delux Inn	812.48	796.11	713.63	687.36
10	Delux Suites Motel	63.46	62.08	68.40	76.00
11	Gateway Inn	626.89	618.08	531.10	532.47
12	Magnuson Extended Stay & Suites Airport Hotel	1,804.86	1,677.43	1,163.84	1,549.53
13	Motel 6 Dallas DFW South	1,721.00	1,672.73	1,680.21	1,558.79
14	Motel 6 Dallas Irving	3,527.81	3,148.09	2,880.32	2,995.02
15	Motel 6 DFW North	3,162.99	2,557.99	2,256.37	2,283.62
16	Motel 6 Irving Loop 12	1,056.56	993.72	929.88	841.71
17	OYO Hotel DFW Airport South	2,123.70	1,864.07	1,679.80	2,035.61
18	<i>OYO Hotel DFW Airport North</i>	348.26	0.00	558.36	0.00
19	Quality Inn & Suites DFW Airport South	2,760.11	2,611.23	2,426.30	1,937.51
20	Red Roof Inn Dallas DFW Airport North	5,648.37	4,819.00	4,412.49	4,391.15
21	Studio 6 / Motel 6 DFW Airport East	2,976.50	2,680.54	2,872.95	2,367.05
22	Super 8 Hotel DFW South	2,981.53	2,347.31	2,381.92	2,705.73
23	Super 8 Motel DFW North	2,893.74	2,790.12	2,738.58	2,640.84
TOTAL BUDGET SERVICE		51,792.54	47,241.33	42,919.40	43,511.37

LIMITED SERVICE		OCT 2021	NOV 2021	DEC 2021	JAN 2022
1	aLoft Las Colinas	9,963.33	9,010.54	7,762.02	8,115.09
2	Best Western Plus DFW Airport Suites North	4,582.23	4,054.27	3,477.43	3,444.02
3	Courtyard Dallas DFW Airport North Irving	13,203.24	12,661.84	10,210.14	10,399.35
4	Courtyard Dallas DFW Airport South Irving	12,273.74	10,168.05	7,959.26	6,584.26
5	Courtyard Dallas Las Colinas	7,753.24	7,210.28	5,366.04	4,358.72
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	7,950.62	7,232.38	6,818.02	7,404.65
7	Fairfield Inn & Suites Dallas Las Colinas	3,972.25	3,847.11	3,656.16	3,041.89
8	Fairfield Inn Dallas DFW Airport North Irving	6,026.25	6,927.03	6,498.87	6,573.18
9	Hampton Inn Dallas Irving Las Colinas	6,961.53	6,651.29	5,594.17	5,697.70
10	Home2 Suites by Hilton DFW Airport North	8,814.52	7,626.08	6,272.30	6,428.71
11	Home2 Suites by Hilton DFW Airport South Irving	8,736.38	7,253.49	6,041.81	8,164.25
12	Hyatt Place Dallas Las Colinas	8,272.42	6,694.98	6,003.59	5,886.38
13	Jefferson Street Bed & Breakfast Inn	0.00	0.00	0.00	0.00
14	La Quinta Inn & Suites DFW Airport North	8,532.36	9,274.42	1,696.48	7,247.16
15	La Quinta Inn & Suites DFW Airport South	6,177.91	5,317.02	4,875.56	5,478.81
16	La Quinta Inn Hotel & Suites Las Colinas	4,027.91	4,342.81	1,967.45	3,228.70
17	Quality Inn & Suites DFW Airport	5,650.45	5,134.51	5,148.08	4,999.60
18	Residence Inn Dallas DFW Airport South Irving	9,455.50	9,282.06	7,089.43	5,441.52
19	Wingate Inn by Wyndham Dallas Las Colinas	4,139.93	3,224.25	3,131.11	3,760.30
20	Wingate Inn by Wyndham DFW Airport North	3,940.92	3,105.10	3,189.95	2,565.88
TOTAL LIMITED SERVICE		140,434.73	129,017.51	102,757.87	108,820.17

TOTAL SHORT TERM RENTALS		4,117.33	4,438.29	3,589.42	2,781.76
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Number of locations	51	55	51	35
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SUMMARY	OCT 2021	NOV 2021	DEC 2021	JAN 2022
GRAND TOTAL	624,674.96	579,306.96	436,752.79	461,202.17
BUDGET	455,404.00	400,078.00	336,177.00	415,184.00
DIFFERENCE	169,270.96 37.2%	179,228.96 44.8%	100,575.79 29.9%	46,018.17 11.1%

CUMULATIVE YEAR TO DATE				
ACTUAL	624,674.96	1,203,981.92	1,640,734.71	2,101,936.88
BUDGET	455,404.00	855,482.00	1,191,659.00	1,606,843.00
DIFFERENCE	169,270.96	348,499.92	449,075.71	495,093.88

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

LUXURY & FULL SERVICE		JAN 2021	JAN 2022	DIFFERENCE	PERCENT
1	<i>Atrium Hotel and Suites DFW Airport</i>	1,032.28	0.00	(1,032.28)	-100.00%
2	Dallas Marriott Hotel Las Colinas	8,098.15	22,307.01	14,208.86	175.46%
3	DFW Airport Hotel & Conference Center	643.01	414.75	(228.26)	-35.50%
4	DFW Airport Marriott	15,237.63	40,491.61	25,253.98	165.73%
5	<i>Doubletree by Hilton DFW Airport North</i>	3,954.32	0.00	(3,954.32)	-100.00%
6	Embassy Suites DFW Airport South	11,835.34	17,870.25	6,034.91	50.99%
7	Four Seasons Resort & Club	16,747.10	45,428.15	28,681.05	171.26%
8	Hilton Garden Inn DFW Airport South	4,431.22	7,976.63	3,545.41	80.01%
9	Hilton Garden Inn Las Colinas	3,820.57	7,252.60	3,432.03	89.83%
10	Holiday Inn Irving Las Colinas	1,666.45	5,880.13	4,213.68	252.85%
11	NYLO Las Colinas Tapestry Collection by Hilton	3,575.11	9,080.76	5,505.65	154.00%
12	Omni Las Colinas Hotel	5,188.86	21,630.77	16,441.91	316.87%
13	<i>Sheraton DFW Airport Hotel</i>	4,453.17	0.00	(4,453.17)	-100.00%
14	Texican Court	4,017.60	9,358.05	5,340.45	132.93%
15	Westin DFW Airport	5,408.38	18,305.41	12,897.03	238.46%
TOTAL LUXURY & FULL SERVICE		90,109.19	205,996.12	115,886.93	128.61%

16	Westin Irving Convention Center Las Colinas	7,411.83	27,656.24	20,244.41	273.14%
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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		JAN 2021	JAN 2021	DIFFERENCE	PERCENT
1	Comfort Inn DFW Airport North	1,776.65	3,794.95	2,018.30	113.60%
2	Comfort Suites DFW Airport North	2,703.50	4,623.58	1,920.08	71.02%
3	Comfort Suites Las Colinas	608.58	831.92	223.34	36.70%
4	Country Inn & Suites by Carlson DFW Airport South	1,208.37	2,693.79	1,485.42	122.93%
5	Element DFW Airport North	2,650.43	6,217.73	3,567.30	134.59%
6	Extended Stay America Dallas DFW Airport North	1,665.88	2,452.66	786.78	47.23%
7	Extended Stay America Dallas Las Colinas	1,269.81	1,132.03	(137.78)	-10.85%
8	Extended Stay Deluxe Green Park	740.98	1,882.33	1,141.35	154.03%
9	Extended Stay Deluxe Las Colinas	371.20	1,290.77	919.57	247.73%
10	Hawthorne Suites Irving DFW Airport South	524.09	1,322.57	798.48	152.36%
11	Hawthorne Suites DFW Airport North	2,008.12	closed	(1,639.21)	-100.00%
12	Holiday Inn Express Hotel & Suites DFW Airport North	2,534.84	7,532.27	4,997.43	197.15%
13	Holiday Inn Express Hotel & Suites DFW Airport South	1,701.39	5,646.19	3,944.80	231.86%
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	2,171.23	5,347.92	3,176.69	146.31%
15	Home Towne Studios Dallas Irving	1,888.00	2,003.47	115.47	6.12%
16	Homewood Suites by Hilton DFW Airport North	3,012.48	5,023.29	2,010.81	66.75%
17	Homewood Suites by Hilton Las Colinas	3,125.15	8,480.67	5,355.52	171.37%
18	Hyatt House Dallas Las Colinas	2,113.93	7,053.04	4,939.11	233.65%
19	Oakwood Waterwalk Dallas Las Colinas	1,089.97	2,785.10	1,695.13	155.52%
20	Residence Inn Dallas DFW Airport North Irving	3,022.72	4,066.10	1,043.38	34.52%
21	Residence Inn Dallas Las Colinas	3,564.84	5,713.68	2,148.84	60.28%
22	Sonesta ES Suites Dallas Las Colinas	1,244.96	1,960.49	715.53	57.47%
23	Sonesta Simply Suites Dallas Las Colinas	839.46	1,481.41	641.95	76.47%
24	Springhill Suites Dallas DFW Airport East Las Colinas	1,388.33	4,263.30	2,874.97	207.08%
25	Staybridge Suites DFW Airport North	2,947.51	1,908.88	(1,038.63)	-35.24%
26	TownePlace Suites Dallas DFW Airport North Irving	2,872.14	5,188.10	2,315.96	80.64%
27	TownePlace Suites Dallas Las Colinas	1,564.81	3,564.56	1,999.75	127.80%
28	Woodspring Suites Signature	1,141.32	1,831.95	690.63	60.51%
TOTAL ALL SUITE / EXTENDED STAY		51,750.69	100,092.75	48,342.06	93.41%

BUDGET SERVICE		JAN 2021	JAN 2022	DIFFERENCE	PERCENT
1	Arya Inn & Suites	559.46	894.95	335.49	59.97%
2	Best Western Irving Inn & Suites DFW South	2,561.43	2,920.69	359.26	14.03%
3	Budget Inn & Suites	46.46	93.05	46.59	100.28%
4	Budget Suites of America Las Colinas	22.56	353.94	331.38	1468.88%
5	Clarion Inn & Suites	1,218.74	2,763.90	1,545.16	126.78%
6	Crossroads Hotel & Suites	743.36	1,579.87	836.51	112.53%
7	Days Inn	2,240.56	4,989.05	2,748.49	122.67%
8	Days Inn DFW Airport North	1,926.47	3,313.53	1,387.06	72.00%
9	Delux Inn	356.90	687.36	330.46	92.59%
10	Delux Suites Motel	65.98	76.00	10.02	15.19%
11	Gateway Inn	317.12	532.47	215.35	67.91%
12	Magnuson Extended Stay & Suites Airport Hotel	1,359.90	1,549.53	189.63	13.94%
13	Motel 6 Dallas DFW South	1,368.43	1,558.79	190.36	13.91%
14	Motel 6 Dallas Irving	2,134.74	2,995.02	860.28	40.30%
15	Motel 6 DFW North	1,544.13	2,283.62	739.49	47.89%
16	Motel 6 Irving Loop 12	728.41	841.71	113.30	15.55%
17	OYO Hotel DFW Airport South	2,143.55	2,035.61	(107.94)	-5.04%
18	OYO Hotel DFW Airport North	0.00	0.00	0.00	0.00%
19	Quality Inn & Suites DFW Airport South	813.98	1,937.51	1,123.53	138.03%
20	Red Roof Inn Dallas DFW Airport North	3,876.72	4,391.15	514.43	13.27%
21	Studio 6 / Motel 6 DFW Airport East	2,154.89	2,367.05	212.16	9.85%
22	Super 8 Hotel DFW South	1,153.44	2,705.73	1,552.29	134.58%
23	Super 8 Motel DFW North	1,396.24	2,640.84	1,244.60	89.14%
TOTAL BUDGET SERVICE		28,733.47	43,511.37	14,777.90	51.43%

LIMITED SERVICE		JAN 2021	JAN 2022	DIFFERENCE	PERCENT
1	aLoft Las Colinas	2,347.38	8,115.09	5,767.71	245.71%
2	Best Western Plus DFW Airport Suites North	1,903.10	3,444.02	1,540.92	80.97%
3	Courtyard Dallas DFW Airport North Irving	3,860.93	10,399.35	6,538.42	169.35%
4	Courtyard Dallas DFW Airport South Irving	2,134.99	6,584.26	4,449.27	208.40%
5	Courtyard Dallas Las Colinas	2,898.25	4,358.72	1,460.47	50.39%
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	4,039.52	7,404.65	3,365.13	83.31%
7	Fairfield Inn & Suites Dallas Las Colinas	0.00	3,041.89	3,041.89	100.00%
8	Fairfield Inn Dallas DFW Airport North Irving	closed	6,573.18	6,026.25	100.00%
9	Hampton Inn Dallas Irving Las Colinas	2,505.26	5,697.70	3,192.44	127.43%
10	Home2 Suites by Hilton DFW Airport North	3,896.09	6,428.71	2,532.62	65.00%
11	Home2 Suites by Hilton DFW Airport South Irving	4,543.52	8,164.25	3,620.73	79.69%
12	Hyatt Place Dallas Las Colinas	0.00	5,886.38	5,886.38	100.00%
13	Jefferson Street Bed & Breakfast Inn	0.00	0.00	0.00	0.00%
14	La Quinta Inn & Suites DFW Airport North	4,422.23	7,247.16	2,824.93	63.88%
15	La Quinta Inn & Suites DFW Airport South	3,191.32	5,478.81	2,287.49	71.68%
16	La Quinta Inn Hotel & Suites Las Colinas	2,198.62	3,228.70	1,030.08	46.85%
17	Quality Inn & Suites DFW Airport	2,219.85	4,999.60	2,779.75	125.22%
18	Residence Inn Dallas DFW Airport South Irving	4,027.49	5,441.52	1,414.03	35.11%
19	Wingate Inn by Wyndham Dallas Las Colinas	2,111.72	3,760.30	1,648.58	78.07%
20	Wingate Inn by Wyndham DFW Airport North	1,215.38	2,565.88	1,350.50	111.12%
TOTAL LIMITED SERVICE		47,515.65	108,820.17	61,304.52	129.02%

TOTAL SHORT TERM RENTALS		3,163.99	2,781.76	(382.23)	-12.08%
Number of locations		40	35	(5)	-12.50%

GRAND TOTAL		221,272.99	461,202.17	239,929.18	108.43%
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**IRVING CONVENTION AND VISITORS BUREAU
HOTEL OCCUPANCY TAX
QUARTERLY COMPARISON - OCTOBER-DECEMBER (Q1)**

LUXURY & FULL SERVICE		2021	2020	2019
1	Atrium Hotel and Suites DFW Airport	12,357.82	5,173.06	12,874.59
2	Dallas Marriott Hotel Las Colinas	95,921.37	21,165.93	114,028.05
3	DFW Airport Hotel & Conference Center	7,042.76	1,643.69	5,418.11
4	DFW Airport Marriott	108,666.51	39,390.00	138,139.76
5	Doubletree by Hilton DFW Airport North	0.00	17,216.97	45,379.77
6	Embassy Suites DFW Airport South	65,432.20	28,971.48	83,704.96
7	Four Seasons Resort & Club	225,116.53	113,802.57	206,383.32
8	Hilton Garden Inn DFW Airport South	28,677.71	10,465.83	38,576.30
9	Hilton Garden Inn Las Colinas	27,682.49	8,278.33	39,963.41
10	Holiday Inn Irving Las Colinas	18,198.08	6,498.79	24,280.87
11	NYLO Las Colinas Tapestry Collection by Hilton	35,524.00	10,706.46	48,782.17
12	Omni Las Colinas Hotel	81,486.78	25,741.42	127,232.37
13	Sheraton DFW Airport Hotel	0.00	16,665.46	61,145.05
14	Texican Court	30,199.87	14,401.25	29,211.73
15	Westin DFW Airport	78,633.67	18,378.71	98,271.17
TOTAL LUXURY & FULL SERVICE		814,939.79	338,499.95	1,073,391.63
16	Westin Irving Convention Center Las Colinas	99,846.70	25,997.51	106,479.17

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		2021	2020	2019
1	Comfort Inn DFW Airport North	11,732.52	6,548.20	14,490.70
2	Comfort Suites DFW Airport North	15,063.28	8,644.79	14,356.48
3	Comfort Suites Las Colinas	3,145.06	1,197.38	5,543.84
4	Country Inn & Suites by Carlson DFW Airport South	9,729.28	5,251.24	11,228.63
5	Element DFW Airport North	15,278.03	6,735.51	24,585.16
6	Extended Stay America Dallas DFW Airport North	5,051.52	1,925.01	5,852.21
7	Extended Stay America Dallas Las Colinas	4,808.02	4,086.33	8,067.08
8	Extended Stay Deluxe Green Park	4,053.19	2,425.03	3,973.85
9	Extended Stay Deluxe Las Colinas	2,787.53	1,690.75	3,768.60
10	Hawthorne Suites Irving DFW Airport South	5,047.14	1,755.04	6,037.85
11	Hawthorne Suites DFW Airport North	0.00	5,681.35	9,574.19
12	Holiday Inn Express Hotel & Suites DFW Airport North	23,419.29	6,124.65	25,649.89
13	Holiday Inn Express Hotel & Suites DFW Airport South	22,112.54	5,402.38	23,268.17
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	17,279.58	5,641.50	20,770.36
15	Home Towne Studios Dallas Irving	5,638.75	5,712.88	7,146.06
16	Homewood Suites by Hilton DFW Airport North	15,723.29	9,139.62	19,598.51
17	Homewood Suites by Hilton Las Colinas	17,864.21	16,759.06	30,978.20
18	Hyatt House Dallas Las Colinas	0.00	10,087.70	30,947.17
19	Oakwood Waterwalk Dallas Las Colinas	6,190.44	6,375.00	8,668.07
20	Residence Inn Dallas DFW Airport North Irving	13,442.03	7,714.50	19,683.75
21	Residence Inn Dallas Las Colinas	17,617.98	11,722.28	19,899.85
22	Sonesta ES Suites Dallas Las Colinas	7,816.62	6,040.03	22,362.45
23	Sonesta Simply Suites Dallas Las Colinas	4,531.57	2,550.48	9,621.66
24	Springhill Suites Dallas DFW Airport East Las Colinas	14,201.73	4,140.32	25,715.65
25	Staybridge Suites DFW Airport North	8,826.31	7,898.99	19,056.13
26	TownePlace Suites Dallas DFW Airport North Irving	16,636.28	5,413.33	21,740.14
27	TownePlace Suites Dallas Las Colinas	12,921.93	5,213.16	19,899.54
28	Woodspring Suites Signature	4,704.19	2,494.29	4,631.79
TOTAL ALL SUITE / EXTENDED STAY		285,622.31	164,370.80	437,115.98

BUDGET SERVICE		2021	2020	2019
1	Arya Inn & Suites	2,673.60	1,771.55	2,544.72
2	Best Western Irving Inn & Suites DFW South	10,965.22	7,408.61	14,360.80
3	Budget Inn & Suites	199.76	145.39	477.80
4	Budget Suites of America Las Colinas	3,175.25	2,300.73	1,621.71
5	Clarion Inn & Suites	7,323.29	3,492.69	9,671.01
6	Crossroads Hotel & Suites	4,125.17	2,065.00	4,792.12
7	Days Inn	13,663.68	7,311.92	9,888.55
8	Days Inn DFW Airport North	11,386.39	6,898.26	11,272.12
9	Delux Inn	2,322.22	1,613.94	1,852.77
10	Delux Suites Motel	193.94	336.85	642.31
11	Gateway Inn	1,776.07	1,255.91	1,648.44
12	Magnuson Extended Stay & Suites Airport Hotel	4,646.13	3,389.89	0.00
13	Motel 6 Dallas DFW South	5,073.94	3,587.72	3,145.41
14	Motel 6 Dallas Irving	9,556.22	5,612.89	8,508.71
15	Motel 6 DFW North	7,977.35	4,991.89	6,593.38
16	Motel 6 Irving Loop 12	2,980.16	2,429.53	3,155.16
17	OYO Hotel DFW Airport South	5,667.57	5,535.59	6,318.39
18	OYO Hotel DFW Airport North	906.62	0.00	638.87
19	Quality Inn & Suites DFW Airport South	7,797.64	2,063.70	9,417.23
20	Red Roof Inn Dallas DFW Airport North	14,879.86	12,100.20	10,228.62
21	Studio 6 / Motel 6 DFW Airport East	8,529.99	5,899.90	8,744.98
22	Super 8 Hotel DFW South	7,710.76	3,329.11	2,375.19
23	Super 8 Motel DFW North	8,422.44	3,216.30	11,483.41
TOTAL BUDGET SERVICE		141,953.27	86,757.57	129,381.70

LIMITED SERVICE		2021	2020	2019
1	aLoft Las Colinas	26,735.89	7,199.89	32,147.04
2	Best Western Plus DFW Airport Suites North	12,113.93	5,565.56	13,514.29
3	Courtyard Dallas DFW Airport North Irving	36,075.22	10,806.76	40,092.77
4	Courtyard Dallas DFW Airport South Irving	22,441.79	8,822.04	29,029.50
5	Courtyard Dallas Las Colinas	20,329.56	6,676.68	29,555.06
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	22,001.02	10,417.49	20,460.68
7	Fairfield Inn & Suites Dallas Las Colinas	11,475.52	644.67	18,280.27
8	Fairfield Inn Dallas DFW Airport North Irving	19,452.15	0.00	15,421.28
9	Hampton Inn Dallas Irving Las Colinas	19,206.99	6,175.19	28,494.38
10	Home2 Suites by Hilton DFW Airport North	22,712.90	10,646.50	26,253.48
11	Home2 Suites by Hilton DFW Airport South Irving	22,031.68	13,881.05	22,824.09
12	Hyatt Place Dallas Las Colinas	20,970.99	5,236.41	29,232.95
13	Jefferson Street Bed & Breakfast Inn	0.00	0.00	40.76
14	La Quinta Inn & Suites DFW Airport North	19,503.26	9,068.89	25,223.78
15	La Quinta Inn & Suites DFW Airport South	16,370.49	6,719.20	17,754.35
16	La Quinta Inn Hotel & Suites Las Colinas	10,338.17	3,721.06	14,445.15
17	Quality Inn & Suites DFW Airport	15,933.04	5,827.62	13,897.87
18	Residence Inn Dallas DFW Airport South Irving	25,826.99	11,829.79	25,344.26
19	Wingate Inn by Wyndham Dallas Las Colinas	7,364.18	6,411.19	16,135.81
20	Wingate Inn by Wyndham DFW Airport North	10,235.97	3,859.03	7,837.91
TOTAL LIMITED SERVICE		361,119.74	133,509.02	425,985.68
TOTAL SHORT TERM RENTALS		11,511.32	7,062.27	1,484.05
GRAND TOTAL		1,615,146.43	730,199.61	2,067,359.04

MINUTES
IRVING CONVENTION AND VISITORS BUREAU
BOARD OF DIRECTORS – EXECUTIVE COMMITTEE MEETING
IRVING CONVENTION CENTER – FIRST FLOOR CONFERENCE ROOM
Friday, February 25, 2022

Attendance: David Cole – Board Chair; Bob Bourgeois – Board Vice Chair; Karen Cooperstein, Greg Malcolm, and Richard Stewart, Jr. – Committee Members; Stephanie Fenley-Garcia, Herb Gears, Colvin Gibson, Julia Kang, William Mahoney, and Sam Reed – Board Members; Tom Meehan and Matt Tungett – ASM/ICC; Maura Gast, Carol Boyer, Marianne Lauda, and Susan Rose – ICVB; Mayor Pro Tem Kyle Taylor and Deputy Mayor Pro Tem Al Zapanta – City Council.

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.

ICVB FINANCIAL REPORTS FOR JANUARY 2022

Director of Accounting Marianne Lauda reported for January 2022:

- General Fund:
 - Ending Fund Balance of \$595,487.83.
 - Revenue received from Hotel Occupancy Collections totaled \$612,317.10, which included previous year payments, penalty/interest, and short-term rentals.
 - Ending balance is slightly below normal.
- ICC Reserve/CIP Fund:
 - Ending Fund Balance is \$900,001.01.
 - Miscellaneous Income is from the Westin Irving Convention Center Hotel parking garage.
- Check Register:
 - Majority of expenses are client activity payments included in ARPA funding.
 - Check for Dell Marketing is for new computers and laptops for staff.
 - There are three entries for Bank of America Upload Test. The City and Arts Center have had fraud issues with the check payee name being changed. System is not a positive pay process, and these three checks were “test” checks. Next month there will be more test checks on the Check Register. Going forward there will be one upload with every check run with the payee name included for more security.
- Cash Flow Report for Fiscal Year-End September 2021:
 - Lots of ups and downs.
 - The increase in funds for September reflects the receipt of ARPA funds and HOT Collections.
 - Ending with a cash positive balance due to those receipts.

In response to a question from Board member Greg Malcolm, Executive Director Maura Gast explained the staff has discussed how to deal with BizDIP requests initiated by hotels that are delinquent in their hotel tax remittance to the City, as they do not want to make a challenging situation worse if the hotel is not able to capture that group business without the access to the BizDIP resource. ICVB Board Council Liaison/Mayor Pro Tem Kyle Taylor noted City Council has the ability to create a Boards & Commissions

Committee to update processes and procedures. He noted he would like to have conversations with the Board for their input.

ACTION ITEM: Gast to discuss with staff a potential BizDIP policy change where, if a hotel is more than "xx" months delinquent in Hotel Occupancy Tax collection, the payment would be sent directly to the client rather than the hotel.

Lauda reviewed each fund with their goal and current fund balances. Gast noted this chart is an example of why ICVB wants to be in the front of the line for the next round of ARPA funds to use for client activities and use Hotel Occupancy Tax collections for our core operating funds and to rebuild reserves. Discussion was held on the protection of the Catastrophic Fund.

In reviewing the Cash Flow report, Lauda stated things are trending well and she is hopeful the fiscal year will end with a positive cash balance.

Cole asked for a motion to accept the ICVB financial reports for January 2022. On a motion from Board member Karen Cooperstein, and a second from Board Vice Chair Bob Bourgeois, the motion had unanimous consensus.

HOTEL OCCUPANCY TAX COLLECTIONS

Lauda reviewed the Hotel Occupancy Tax Collections report and noted that since the last Committee meeting, November and December tax has been collected.

Luxury & Full Service

- The Sheraton DFW Airport Hotel is still behind in payments but has paid through September 2021.
- Total collections for December 2021 are \$199,731.93.
- The City did verify the total for the Westin DFW Airport Hotel is correct for December. The Westin stated they had several tax-exempt groups in the month. It was noted that over 80% of their clients would have been tax-exempt based on the report.

All Suite / Extended Stay

- Three hotels have not paid.
- Collections are down for December as expected.

Budget Service

- Clarion Inn & Suites has not paid in December.

Limited Service

- Courtyard Dallas DFW Airport South Irving and Wingate Inn by Wyndham Dallas Las Colinas have not paid.

Short-Term Rentals

- Collections represent 44 locations for the month.

Summary

- November collections were \$579,243.15, a 44.8% increase over budget.
- December collections were \$411,286.09, a 22.3% increase over budget.
- The last three months of collections have been strong.
- Year-to-date \$423,487.43 above budget, which is a good sign.

November Comparison 2020 and 2021

- Significant difference at the height of COVID in 2020.
- There is definite recovery in all categories.
- There is a short-term rental increase in locations of 633.33% and 140.58% increase in collections.

December 2020 and 2021

- Again, a significant increase in all categories.
- Gast noted the 2021 collections are still not near what they were in 2019.

ACTION ITEM: Lauda to add 2019 numbers for comparison in future months. Lauda noted the 2019 collections were quarterly collections and can be added in a quarterly report.

IRVING CONVENTION CENTER FINANCIALS

General Manager Tom Meehan reported for January 2022:

- Meehan reported the ICC did make budget for the first four months of this fiscal year.
- There were 18 events for the month.
- November was budgeted to lose \$185,401 and only lost \$134,739, reporting \$50,663 better than budget.
- Net Income (Loss) from Operations reported +\$217,375 YTD.
- January was a strong month in Rental Income and Concessions.
- Rental Income for the month was \$127,975.
- F&B Catering for the month was \$130,994 and \$33,076 in Concessions.
- Adjusted Gross Income reports \$44,342 better than budget.
- Expenses were \$6,321 below budget.
- Concessions are up compared to the last five years, as well as Rental income.
- Indirect Expenses are down.
- YTD through the first four months Rental and Concessions are above prior year.

In reviewing the Forecast report:

- January through September is forecasted for the rest of the year based on the booking calendar at the current time.
- The forecast shows a total of \$314,545 better than budget for the year, which will return to the ICC Capital Fund.
- It is a very conservative forecast and only shows what is in the contracts.
- Business is very volatile with lost and postponing business. Each month is very up and down.

Meehan noted it is a different dynamic of how to manage the building and expenses to balance the budget. In response to a question from Cooperstein, Meehan replied Rental Income is 100% revenue and Catering is 50% revenue. The main focus for profit will be Food & Beverage because that is what the ICC is known for, but these are different events coming out of COVID. There are a lot of public events on the weekends with Concessions, and not much Corporate business with banquet menus. ICC Director of Sales Matt Tungett added there were more consumer shows on the weekends previously and they have been replaced with sporting events. When Association events return, it will impact not only the ICC but also Irving hotels and restaurants. Meehan added Corporate and Meetings business is still way behind prior years. He added \$63,000 of the \$130,000 in Catering came from sporting events in January.

With no further discussion, Cole asked for a motion to accept the ICC January 2022 Financial Reports. On a motion from Board member Richard Stewart, Jr. and a second from Board member Sam Reed, the motion had unanimous consensus.

Cole asked for a motion to accept the Executive Committee meeting minutes of January 21, 2022. On a motion from Board member Julia Kang and a second from Cooperstein, the motion had unanimous consensus.

CHAIR REPORT:

- The February 28, 2022, Board meeting agenda was reviewed. He noted the meeting is at the Jack D. Huffman Community building in the auditorium. The 2021 ICVB staff service awardees will be presented, and 2022 award presentations will be scheduled for a summer Board meeting. Also, Irving Marathon Director Lazarus Alvarez will give a presentation at the meeting.

EXECUTIVE DIRECTOR:

Gast reported the ICVB had a security breach in January and asked Assistant Executive Director Finance and Administration Susan Rose to brief the Committee.

Rose reported:

- During the recent ice storm and staff working remotely, the Department of Homeland Security contacted ICVB regarding a cyber-security incident.
- It was discovered there was possible exposure to two hosts for ransom groups actively targeting the network through a malicious phishing email received by an end-user.
- IT Manager Brice Petty notified the City Information Technology team of the incident and worked with them for additional resources.
- The system was isolated within hours after the initial email receipt on January 19 and has remained isolated since. Homeland Security notified the ICVB of the event on February 4.
- Data backup had recently taken place.
- ARPA funding was recently used to upgrade the security network, which better positioned us for this incident.
- The majority of ICVB documents are housed in the Cloud so there has been little disruption in daily processes for staff.
- Rose expressed her appreciation for Petty, City Hall IT Department's responsiveness and specifically mentioned Chief Technology Officer Chad Powell, Assistant Information Technology Director Bennie Boysen, and Information Security Officer Jose Mendez for their invaluable assistance.

CITY COUNCIL UPDATE

- Mayor Pro Tem Kyle Taylor reported City Council unanimously passed the short-term rental registration agenda item. This will give the City an avenue to check each individual entity for their locations and monitoring.

- The R-AB Ordinance adjustment item has been postponed. There has been a lot of movement and conversation regarding the item and there still seems to be misinformation and misunderstanding. There has been a consensus on what needs to change, and the Ordinance wording will need to be reworked. More education on the decision-maker level is needed on the matter to get the item passed. Taylor thanked Board Chair David Cole for his input to the City Council.
- Filing deadline for upcoming elections is February 18.

Cole noted the next Executive Committee meeting is Friday, March 25, and with no further discussion the meeting was adjourned at 10:15 a.m.

Respectfully submitted,



Maura Allen Gast, FCDME
Executive Director

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, March 28, 2022, at 11:45 a.m.
Irving Arts Center, Suite 200
3333 N. MacArthur Blvd.
Irving, Texas 75062

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 February 28, 2022**
- 3. Accepting the ICVB Financial Reports – February 2022**

Individual Consideration

- 4. Approving the Board and Business Development Committee Recommendation:
Live Nation General Manager Tommy DeBeaudry – Industry-at-Large Board position**

Board Reports

- 5. COVID-19/American Rescue Plan Act Update**
- 6. Board Chair Report**
 - a. Service Award Recognitions:**
 - Assistant Executive Director Administration and Finance Susan Rose
 - Accounting and Budget Director Marianne Lauda
 - National Sales Manager Katherine DiPietro
 - Convention Services Manager Kathy Levine
 - Senior Convention Services Manager Wendy Foster
 - b. Next Board Meeting – April 22, 2022, Hilton Garden Inn DFW South**
- 7. Board Committee Reports**
 - a. Board and Business Development – Richard Stewart, Jr.**
 - March 11 Meeting Recap
 - Next Meeting – June 10, 9:00 a.m.
 - b. Community Engagement – Karen Cooperstein**
 - Recap of High Spirited Citizens “Backlog” Luncheon
 - Next Meeting – April 5, 9:00 a.m.
 - c. Destination Development – Greg Malcolm**
 - Next Meeting – May 10, 11:30 a.m.

AGENDA - Continued

8. 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

9. 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

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

11. Industry Partner Reports

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

12. 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.