

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Executive Committee**  
**Friday, August 25, 2023 at 9:00 AM**  
**Irving Convention Center, First Floor Conference Room**  
**500 W. Las Colinas Blvd.**  
**Irving, Texas 75039**

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

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1. Citizen Comments on Items Listed on the Agenda
2. Approving Executive Committee Minutes – July 24, 2023
3. Accepting the ICVB Financial Reports – July 2023
4. Review of Hotel Occupancy Tax Collections
5. Approval of Reserve Fund Policy Revising the Technology Fund Minimum Balance to \$1,000,000
6. Approval of Reserve Fund Policy Revising the General Fund Minimum Balance to \$3,000,000
7. Approval of 2023-24 Budget Changes as Required by Changes in City Costs:
  - Increase in Interest Income - General Fund; Reserve Fund; Technology Fund; ICC Reserve/CIP Fund
  - Increase in Property and Casualty Insurance
  - Increase in Health Self Insurance Fund (to fund increase in retiree health discounts)
8. Accepting the ICC Financial Reports – June and July 2023
9. Approval of SMG Contract Amendment to Authorize Management and Maintenance of New Monument Sign on Westin Irving Convention Center at Las Colinas property

## AGENDA - Continued

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10. Review of Board Meeting Agenda – August 28, 2023
11. Chairman/Executive Director Reports
12. City Council Reports and Staff Comments
13. Next Meeting – September 22, 2023

### 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

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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.