

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Executive Committee
Monday, July 24, 2023 at 10:00 AM
Irving Convention Center, First Floor Conference Room
500 W. Las Colinas Blvd.
Irving, Texas 75039

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

Directors of the ICVB and the public may participate in the Executive Committee meeting by telephone conference or videoconference call. Sign-in via telephone or online will be from 9:30 a.m. to 10:00 a.m. on July 24, 2023. All participants by telephone conference or videoconference will be able to speak when called upon. The following link will allow access online: <https://us02web.zoom.us/j/89978698157> - Meeting ID: 899 7869 8157. Or via telephone by dialing 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free).

1. Citizen Comments on Items Listed on the Agenda
2. Irving Hotel Outlook Presentation – Tourism Economics Quarterly Update
3. Approving Executive Committee Minutes – June 23, 2023
4. Accepting the ICVB Financial Reports – June 2023
5. Review of Hotel Occupancy Tax Collections
6. Approval of Budget Adjustment Transfer of \$500,000 in ARPA Funds from General Fund to ICC Capital Improvement Project Fund
7. Approval of Name Change for Computer Replacement Fund to Technology Fund and Establishing New Fund Minimum Balance
8. Review of Board Meeting Agenda – July 24, 2023
9. Chairman/Executive Director Reports
10. City Council Reports and Staff Comments
11. Next Meeting – August 25, 2023

CERTIFICATON

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.

MINUTES
IRVING CONVENTION AND VISITORS BUREAU
EXECUTIVE COMMITTEE
IRVING CONVENTION CENTER
Friday, June 23, 2023

Attendance: Bob Bourgeois – Board Chair, Richard Stewart, Jr. – Vice Chair; Herb Gears, Colvin Gibson, Nydia Hoskins, and Sam Reed – Committee Members; Bill Mahoney – Board Member; Tom Meehan, Jeremy Pierce, and Keyse Fonseca – ASM/ICC; Maura Gast, Carol Boyer, Marianne Lauda, Brice Petty, and Susan Rose – ICVB; Mayor Pro Tem Al Zapanta – City Council.

Board Chair Bob Bourgeois called the meeting to order at 9:00 a.m. There were no citizen comments.

Bourgeois asked for a motion to approve the Executive Committee meeting minutes from May 19, 2023. On a motion from Board Vice Chair Richard Stewart, Jr., and a second from Board member Sam Reed, the motion was unanimously approved.

ICVB FINANCIAL REPORTS

Director of Accounting Marianne Lauda reported on the May 2023 Financial Reports:

General Monthly Balance Sheet:

- Hotel Occupancy Tax received \$786,735.24 for the month.
- Investment income collected \$51,253.41 YTD.
- Expenditures are 42% expended, which is within budget. Staff continue to monitor expenses.
- End-of-month Fund Balance is \$5,529,423.81.

ICC Reserve/CIP Fund:

- Not a lot of activity. Some interest earned.
- Expenditures for the month were \$23,919.48. There is still \$1.6 million remaining out of this fund and will continue to monitor.
- Ending balance of \$2,139,842.74.

Check Register Review:

- Several Business Development Incentive Program (BizDIP) payments, staff reimbursements, and advertising expenses.
- Live Nation payment of \$65,600.00 for ICVB suite seats. Gast noted three departments split the expense for the seats.
- SMG payments for new chairs on Level 3, entry mats, kitchen equipment and building maintenance.
- Payment to Dallas CVB for sponsorship opportunity at Destinations International event in Dallas this year.
- Gast noted the BizDIP payment to Flowserve is a lease renewal out of Williams Square. Ten years ago, the City offered a series of incentives, including BizDIP incentives from the ICVB as meetings were booked in Irving over that period.

In response to a question from Mahoney, Lauda replied the chairs that were replaced were sold by the City at auction, as was a dance floor.

Lauda reviewed the Cash Flow Report for May 2023:

- Projecting \$6,829,316 at fiscal year-end.
- This was a change from last month's projection. \$500,000 was identified to use for CIP projects and has been factored into the Cash Flow.

Thermometer Chart:

- Combined funds have a \$10.5 million goal, and currently have \$8.1 million.
- The General Fund is doing well.
- Catastrophic Reserve and Computer Funds are still low.
- CIP Fund is projected to reach its goal.

Board member Colvin Gibson asked if the Computer Fund is only slated for hardware. Lauda noted cyber security, etc. is included in the Fund. Gast added the balance in the Computer Fund was adjusted initially from \$300,000 to \$500,000 with a higher goal due to price increases. Will be bringing forward a recommendation to the Board at the July or August meeting to further increase the minimum balance in this fund to \$1 million and to specifically include cyber-security needs as a component. The only way we were able to implement what we did at the scale we did was because it was specifically allowed in the ARPA language, and we had access to those funds. In response to a question regarding including Artificial Intelligence, Gast replied it is too soon to make that decision, but staff will continue to keep an eye on trends and opportunities.

Bourgeois asked for a motion to accept the ICVB financial reports for May 2023. On a motion from Gibson, and a second from Stewart, the motion passed unanimously.

HOTEL OCCUPANCY TAX COLLECTIONS

The Hotel Occupancy Tax Collections reports were reviewed through April 2023.

Lauda reported:

- Luxury & Full-Service properties reporting a slight increase.
 - Doubletree by Hilton DFW Airport North and Sheraton have made some payments. The Doubletree has paid through mid-July 2022. The Sheraton has paid September, but not August, which may be a typographical error.
 - Lawsuits have been filed by the City for collections.
 - Overall Luxury collections are \$411,310.28.
- All Suite / Extended Stay properties - two hotels have not paid, and collections are down for the month.
- Budget Service properties - two hotels have not paid, and collections are down from previous month.
- Limited-Service properties - all properties have paid through April.
- There were 68 short-term rental properties reporting and remitted \$7,531.01 for April.
- Summary – April collected \$799,911.30. The prior year April collections were \$797,264.90.
- Cumulative YTD budgeted \$5,887,333.00 and collected \$4,856,578.41.

ICC FINANCIALS

General Manager Tom Meehan reported on the May 2023 financial reports:

- The forecast shows \$346,943 subsidy returning to the ICVB for the CIP Fund and Meehan believes it is a very conservative number.
- There were 27 events, 45 event days, and 31,078 attendees in May.
- Adjusted Gross Income is \$761,308 and Indirect Expenses were \$612,201 for May 2023.
- YTD Rental Income reports \$1,209,528, compared to last year's \$871,311; actual for the month is \$159,850.
- There were 149 events YTD and 162,831 in attendance.

- Budgeted YTD Net Income Loss from Operations is -\$719,636, and actual is \$120,515 ahead of budget.
- YTD Concessions is \$218,275, Catering is \$2,715,868, and \$738,181 ahead of budget.
- Parking is reporting \$384,951, up substantially.
- Total Event Income is \$4,162,169 versus \$3,302,918 budget and last year reported \$2,659,551.
- Adjusted Gross Income YTD is \$4,941,709 compared to last year's \$3,143,979.
- Expenses are up. YTD reporting \$4,821,194, compared to \$3,894,273 the prior year. The increase is due to labor, supply, and food costs continuing to rise.
- YTD Net Income (Loss) is +\$120,515, and \$840,151 better than budget for the year.
- Year-over-year comparison for May 2023:
 - Rental Income, Catering and Total Event Income numbers are all the highest they have been for the last five years, which is an incredible feat coming out of the pandemic.

Reed asked about the dramatic increase in parking revenues. Meehan reported on concert nights people have figured out that it is easier to park at the ICC than Urban Towers and is less expensive.

Meehan reported anticipating a higher number than the \$346,943 that is shown on the forecast to be returned to the ICVB. It was another great month, and the building is performing in excellent condition and bookings are great. Reed noted it takes phenomenal leadership to achieve these numbers and he congratulated Meehan and the team. Meehan replied it is the best team since the building opened.

Bourgeois asked for a motion to accept the ICC financial reports for May 2023. On a motion from Reed and a second from Gibson, the motion passed unanimously.

BUDGET AND MARKETING PLAN – FISCAL YEAR 2023-24 OVERVIEW

Gast gave an overview of the FY2023-24 Budget and Marketing Plan that included:

- Industry Outlook
 - Focus on Resilience and Financial Stability
- Key Priorities
 - Restore financial stability.
 - Solicit meetings and groups for Irving.
 - Build optimal awareness of Irving among travelers, decision-makers, and influencers.
 - Influence appropriate product development.
 - Provide leadership that unites the hospitality industry with the community.
 - Secure resources that will allow the ICVB to achieve its vision, mission, objective, and goals.
- Five-Year Path to Financial Stability
 - Payback of the City Loan has been completed.
 - Achieve 100% of goals for all funds, currently on track for FY 2025/2026.
- Hotel Needs Analysis Survey Results
 - Key takeaway - more than half do not expect Occupancy, Average Daily Rate or RevPAR numbers to return until 2024 or 2025.
- Hotel Occupancy Trend is back or better than before.
 - Hotel Collection History follows the same pattern. Over time it is built up, but Full-Service hotels are lacking.
 - COVID had a downward impact, but hotels did not have to drop rates, but stayed steady during COVID.

- ICVB Reserve rises and falls as things happen.
- Organization and Department Overviews
- Review of Operating Budget Assumptions and Primary Budget Categories
- Convention Center Capital Improvement Plan
 - ICC Performance and Revenue History
 - ICC Primary Space Utilization
 - Budget Forecast and Capital Projects Fund History
- More details will be provided at June Board meeting.

ACTION ITEM: Include the updated forecast from Tourism Economics on next month's Committee agenda.

ACTION ITEM: Check for either of the hotels delinquent hotel occupancy tax participating in the Needs Analysis survey.

CITY COUNCIL UPDATES

Mayor Pro Tem Al Zapanta reported:

- City Council is working on the FY2023-24 budget. He expressed concern over rushing to spend ARPA funds before they are required to return the remaining amount. There is pressure at the City level with the focus on debt.
- The City is moving forward with an aggressive parks and recreation budget in three pool locations. Council visited four other cities' / recreation centers and has taken the position to upgrade Mustang Park and two other locations in South Irving.
- There is concern over IT systems in the City. It was noted that ICVB and City of Irving have separate IT network systems, except payroll and Munis Accounting. ICVB is making sure to have a good relationship with the City IT Department.
- Solid Waste safety and personnel is a major concern due to the excessive heat. Safety for those employees is a concern and this is just the beginning of the summer.
- The City is still 20% understaffed and has put funds into a salary compensation plan.
- Zapanta expressed his awareness of the Hotel Occupancy Tax collections and the 2026 "sunset" of the additional hotel occupancy tax funds currently allocated to the Arts. Decisions ultimately will be made by City Council.
- It is a new City Council and Zapanta recommends inviting the new members to Committee and Board meetings to get to know them. Gibson noted he has invited Councilman Brad LaMorgese to meetings, and he has expressed an interest but has not been able to attend yet. Zapanta advised to continue inviting and be patient with his schedule.

Gibson commented that the bond money for parks and recreation is welcome and helps South and North Irving residents with wins for both segments of the community, and hoping publicity will go out when projects are completed.

PRESENTATION: ICVB/ICC CYBER STRATEGY

ICVB IT Manager Brice Petty introduced ICC Assistant General Manager Jeremy Pierce and IT Coordinator Keyse Fonseca.

Petty gave an overview of ICVB/ICC Cyber Security Strategy:

- Goal: Ensure secure information operations for all stakeholders and deliver exceptional services to our clients and guests.
- Through ARPA funding, our organization has deployed enhanced security products for improvements and progress, including email security and password management.
- Email Security is the first line of defense and an aggressive investment for improving our capabilities in detecting and preventing email-based attacks has been made. Investments have reduced our attack delivery rate to 1.3%. Also, an investment in preventing attacks for network security.
- The Endpoint is our last line of defense and because of the investment in Endpoint Security, there has been a very minimal amount of endpoint post detects in the past 12 months.
- Regular backups with a 3-2-1 Backup Strategy and redundant storage for our data reduces the potential of having to submit to ransom requests.
- Ongoing efforts and open projects include mandatory user training, comprehensive mobile strategy, VPN configuration and decryption, and vulnerability detection and risk management.

Gast noted cyber-security and protecting the network systems that it takes to run the ICC building and protection for those systems needs to be equally protected for email and website. Unlike other City-owned facilities, if our building must close due to a hack, any lost business cannot be recouped. Ours is a perishable product on multiple fronts. Pierce noted that today's systems are cloud-based, and it is better to be ahead of cyber-attacks. Gast added that we are working with the City to make sure all things are covered by insurance for the ICC building. We are absorbed into their policy and want to make sure it includes all our scenarios. Gibson asked who is a leader in the CVB world for cyber-security? Assistant Executive Director Administration/Finance Susan Rose noted that Petty is a leader in the industry as a cyber security resource because he has been aggressive in pushing for resource and has been supported on that front, thanks to the ARPA funds. Gast added the CVB world is very tight, and Petty has been plugged into the top IT brains in the community from the start. He also has built a great relationships with City IT staff. Petty noted funding will always be a concern for cyber-security updates on a long-term basis.

BOARD MEETING AGENDA REVIEW

- Gast noted the June 26 Board meeting agenda has four separate Individual Consideration items: the approval of the 2023-24 Budget and Marketing Plan; the Capital Improvement Plan; the Code of Ethics; and the Strategic Plan Updates.

CHAIR REPORT/STAFF COMMENTS

- Bourgeois reminded the Committee that the July Executive Committee meeting is scheduled for the morning of the July Board meeting at 10:00 a.m in the ICC first floor conference room. The Board meeting will be held in the Grand Ballroom.

With no further comments or discussion, the meeting was adjourned at 10:25 a.m.

Respectfully submitted,



Maura Allen Gast, FCDME
Executive Director



ICVB
FINANCIAL STATEMENTS

For Period Ending
June 2023



2201 - ICVB GENERAL
MONTHLY BALANCE SHEET
JUNE 2023

Assets

Cash and equivalents 5,493,365.86
Investments 6,757,030.00

Total Assets 12,250,395.86

Liabilities

Accounts payables 550.71
Unearned revenue 5,466,722.31

Total Liabilities 5,467,273.02

Fund Balance (Budgetary basis)

Reserve for encumbrances 605,716.42
Unreserved 6,177,406.42

Total Fund Balance 6,783,122.84

Total Liabilities and Fund Balance 12,250,395.86



IRVING CONVENTION AND VISITORS BUREAU - GENERAL FUND

MONTHLY FINANCIAL REPORT

JUNE 2023

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
L3 - HOTEL/MOTEL TAX							
	CURRENT YEAR	817,490.60	4,682,150.50	8,000,000.00	58.5%	0.00	3,317,849.50
	PENALTY AND INTEREST	8,901.58	27,306.44	0.00	100.0%	0.00	(27,306.44)
	PRIOR YEAR	38,015.52	313,112.84	0.00	100.0%	0.00	(313,112.84)
	SHORT-TERM RENTALS	7,531.02	52,709.18	0.00	100.0%	0.00	(52,709.18)
	TOTAL HOTEL/MOTEL TAX	871,938.72	5,075,278.96	8,000,000.00	63.4%	0.00	2,924,721.04
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	1,327,616.61	3,832,067.63	7,324,375.00	52.3%	0.00	3,492,307.37
M4 - INVESTMENT INCOME							
		27,136.46	148,206.16	6,000.00	2470.1%	0.00	(142,206.16)
M5 - MISCELLANEOUS							
		0.00	51,253.41	11,000.00	465.9%	0.00	(40,253.41)
TOTAL REVENUE		2,226,691.79	9,106,806.16	15,341,375.00	59.4%	0.00	6,234,568.84
EXPENDITURES							
N1 - SALARIES							
		293,102.59	1,833,168.01	3,009,995.00	60.9%	0.00	1,176,826.99
N2 - BENEFITS							
		53,102.59	356,416.63	612,013.00	58.2%	0.00	255,596.37
N4 - SUPPLIES							
		7,834.50	35,278.90	79,530.00	44.4%		44,251.10
O1 - UTILITIES (COMMUNICATIONS)							
		550.73	11,223.62	26,500.00	42.4%	0.00	15,276.38
O3 - OUTSIDE SERVICES							
	FREIGHT	192.03	1,548.34	3,300.00	46.9%	0.00	1,751.66
	MARKETING AND SALES RESOURCES	1,564.38	60,846.29	107,970.00	56.4%	0.00	47,123.71
	MEDIA ADVERTISING	79,648.10	365,997.25	605,040.84	60.5%	231,287.83	7,755.76
	POSTAGE EQUIPMENT RENTAL	0.00	1,324.32	2,650.00	50.0%	1,324.32	1.36
	PROFESSIONAL SERVICES	13,526.57	1,720,139.09	2,602,700.00	66.1%	349,854.27	532,706.64
	PROPERTY MANAGEMENT SERVICES	348,750.00	1,046,750.00	1,395,000.00	75.0%	0.00	348,250.00
	TOTAL OUTSIDE SERVICES	443,681.08	3,196,605.29	4,716,660.84	67.8%	582,466.42	937,589.13
O4 - TRAVEL - TRAINING - DUES							
	TRAVEL AND TRAINING	12,374.27	220,284.81	665,340.00	33.1%	0.00	445,055.19
	MILEAGE REIMBURSEMENT	0.00	1,163.39	3,500.00	33.2%	0.00	2,336.61
	MEMBERSHIP AND DUES	1,810.00	39,338.77	77,900.00	50.5%	0.00	38,561.23
	TOTAL TRAVEL - TRAINING - DUES	14,184.27	260,786.97	746,740.00	34.9%	0.00	485,953.03
O5 - CLAIMS AND INSURANCE							
		0.00	103,533.75	138,045.00	75.0%	0.00	34,511.25
O7 - MISCELLANEOUS EXPENSES							
	ADM COST REIMBURSEMENT	34,877.54	203,011.12	320,000.00	63.4%	0.00	116,988.88
	BUSINESS DEV INCENTIVE PROG	83,298.80	340,361.80	448,000.00	76.0%	0.00	107,638.20
	CONVENTION SERVICES MATERIALS	26.45	62,673.38	110,000.00	57.0%	0.00	47,326.62
	EVENT SPONSORSHIPS	0.00	85,782.75	214,679.00	40.0%	0.00	128,896.25
	ICVB VOLUNTEER PROGRAM	0.00	0.00	7,840.00	0.0%	0.00	7,840.00
	LOCAL PROGRAMS-PROMOTIONS	42,334.21	297,123.28	530,100.00	56.1%	23,250.00	209,726.72
	TOTAL MISCELLANEOUS EXPENSES	160,537.00	988,952.33	1,630,619.00	60.6%	23,250.00	618,416.67
P1 - CAPITAL EXPENDITURES							
		0.00	0.00	138,041.00	0.0%	0.00	138,041.00
P5 - TRANSFERS OUT							
	TRSF TO ICVB RESERVE	0.00	0.00	4,497,790.00	0.0%	0.00	4,497,790.00
	TRSF TO ICVB COMPUTER REPL	0.00	0.00	500,000.00	0.0%	0.00	500,000.00
	TRSF TO ICVB CONV CENTER	0.00	1,601,289.00	1,601,289.00	100.0%	0.00	0.00
	TRSF TO POB RISK MITIGATION	0.00	23,139.00	23,139.00	100.0%	0.00	0.00
	TRSF TO GENERAL DS FUND	0.00	90,306.00	90,306.00	100.0%	0.00	0.00
	TOTAL TRANSFERS OUT	0.00	1,714,734.00	6,712,524.00	0.0%	0.00	4,997,790.00
TOTAL EXPENDITURES		972,992.76	8,500,699.50	17,810,667.84	47.7%	605,716.42	8,704,251.92

Beginning Fund Balance	6,177,016.18
Revenues	9,106,806.16
Expenditures	(8,500,699.50)
Ending Fund Balance	6,783,122.84

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 CONV CENTER RESERVE / CIP
MONTHLY BALANCE SHEET
JUNE 2023

Assets

Cash and equivalents	3,656,459.16
Investments	2,103,000.00
Receivables	8,082,911.14

Total Assets 13,842,370.30

Liabilities

Unearned revenue	3,433,050.00
Deferred inflow	8,008,441.90
Total Liabilities	<u><u>11,441,491.90</u></u>

Fund Balance (Budgetary basis)

Reserve for encumbrances	0.00
Unreserved	2,400,878.40
Total Fund Balance	<u><u>2,400,878.40</u></u>

Total Liabilities and Fund Balance 13,842,370.30



IRVING CONVENTION AND VISITORS BUREAU - ICC RESERVE / CIP FUND
 MONTHLY FINANCIAL REPORT
 JUNE 2023

Code	Account	MTD Actual	YTD Actual	Revised Budget	YTD %	Encumbered	Available
REVENUE							
M1 - INTERGOVERNMENTAL							
	RECEIPTS FROM FEDERAL GOVMT (ARPA)	241,797.29	1,412,794.46	2,880,000.00	49.1%	0.00	1,467,205.54
	M4 - INVESTMENT INCOME	8,936.80	54,263.25	5,000.00	1085.3%	0.00	(49,263.25)
	M5 - MISCELLANEOUS	36,469.49	203,905.92	764,000.00	26.7%	0.00	560,094.08
	M6 - TRANSFER FROM ICVB GENERAL	0.00	1,601,289.00	1,601,289.00	100.0%	0.00	0.00
TOTAL REVENUE		287,203.58	3,272,252.63	5,250,289.00	62.3%	0.00	1,978,036.37
EXPENDITURES							
	N4 - FURNITURE/FIXTURES LESS THAN \$5000	0.00	212,529.00	21,000.00	1012.0%	0.00	(191,529.00)
	N7 - STRUCTURE MAINTENANCE	26,167.92	560,780.04	964,000.00	58.2%	0.00	403,219.96
	O3 - OUTSIDE SERVICES	0.00	17,558.00	0.00	100.0%	0.00	(17,558.00)
	P1 - CAPITAL EXPENDITURES	0.00	839,451.18	2,159,000.00	38.9%	0.00	1,319,548.82
TOTAL EXPENDITURES		26,167.92	1,630,318.22	3,144,000.00	51.9%	0.00	1,513,681.78

Beginning Fund Balance	758,943.99
Revenues	3,272,252.63
Expenditures	(1,630,318.22)
Ending Fund Balance	<u>2,400,878.40</u>

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

June 2023

Check #	Check Date	Vendor Name		Line Item Description	Check Amount	Invoice Amount	
		Object Description				ARPA	HOT
80063187	6/6/2023	AJR MEDIA GROUP			495.00		
		MEDIA ADVERTISING	ADVERTISING - TOURTEXAS.COM				495.00
80063188	6/6/2023	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO, INC			54,022.79		
		ACCOUNTS PAYABLE	MAY 2023 RECEIPTS				54,022.79
80063189	6/6/2023	ARIAS, PAOLA			400.00		
		PROFESSIONAL SERVICES	BLOG POSTS - MAY 2023				400.00
80063190	6/6/2023	FEDERAL EXPRESS CORPORATION			38.17		
		FREIGHT	SHIPPING			4.90	
		FREIGHT	SHIPPING			33.27	
80063191	6/6/2023	FOSTER, WENDY			134.06		
		COMMUNICATIONS	APR 2023 - CELL / MILEAGE				75.00
		MILEAGE REIMBURSEMENT	APR 2023 - CELL / MILEAGE				19.06
		LOCAL PROGRAMS-PROMOTIONS	STE - SOUTHERN TRAVELERS EXPLORE 2023				40.00
80063192	6/6/2023	HOPKINS, CHERYL			80.33		
		TRAVEL AND TRAINING	CONFERENCE DIRECT APM - MAR 2023				80.33
80063193	6/6/2023	LAUDA, MARIANNE			428.54		
		COMMUNICATIONS	MAR 2023 - CELL / MILEAGE				75.00
		MILEAGE REIMBURSEMENT	MAR 2023 - CELL / MILEAGE				31.96
		COMMUNICATIONS	APR 2023 - CELL				75.00
		TRAVEL AND TRAINING	GFOAT SPRING CONF 2023				246.58
80063194	6/6/2023	LEVINE, KATHY			65.44		
		COMMUNICATIONS	APR 2023 - CELL				65.44
80063195	6/6/2023	LOPEZ, BRENDA			75.00		
		COMMUNICATIONS	APR 2023 - CELL				75.00
80063196	6/6/2023	MANSELL, LORI			80.00		
		COMMUNICATIONS	APR 2023 - CELL / MISC				75.00
		LOCAL PROGRAMS-PROMOTIONS	APR 2023 - CELL / MISC				5.00
80063197	6/6/2023	MANSOUR, KAYLA			265.84		
		TRAVEL AND TRAINING	SIMPLEVIEW SUMMIT 2023				17.78
		COMMUNICATIONS	MAR 2023 - CELL				75.00
		COMMUNICATIONS	FEB 2023 - CELL / MILEAGE				75.00
		MILEAGE REIMBURSEMENT	FEB 2023 - CELL / MILEAGE				4.06
		COMMUNICATIONS	JAN 2023 - CELL / MILEAGE / MISC				75.00
		MILEAGE REIMBURSEMENT	JAN 2023 - CELL / MILEAGE / MISC				1.70
		MARKETING RESOURCES	JAN 2023 - CELL / MILEAGE / MISC				17.30
80063198	6/6/2023	MANUSAMA, DEBORA CHRISTY			3,885.00		
		PROFESSIONAL SERVICES	DIGITAL CONTENT SPECIALIST			3,885.00	
80063199	6/6/2023	NATIONAL OVARIAN CANCER COALITION			1,710.00		
		BUSINESS DEV INCENTIVE PROG	NOCC MEETING/MAY 2023			1,710.00	
80063200	6/6/2023	PETTY, BRICE			66.15		
		COMMUNICATIONS	APR 2023 - CELL				66.15
80063201	6/6/2023	ROBERTS, DEBBIE			75.00		
		COMMUNICATIONS	APR 2023 - CELL				75.00
80063202	6/6/2023	ROSE, SUSAN			75.00		
		COMMUNICATIONS	APR 2023 - CELL				75.00
80063203	6/6/2023	SIRMEN, LORI			75.00		
		COMMUNICATIONS	MAR 2023 - CELL				75.00
80063204	6/6/2023	SMG			1,425.00		
		BUSINESS DEV INCENTIVE PROG	TEXSOM INTERNATIONAL WINE AWARDS/MAY 2023			1,425.00	



Irving Convention and Visitors Bureau

Check Register

June 2023

Check #	Check Date	Vendor Name Object Description	Line Item Description	Check Amount	Invoice Amount	
					ARPA	HOT
80063205	6/6/2023	TEXAS CENTER FOR THE JUDICIARY, INC BUSINESS DEV INCENTIVE PROG	REGIONAL B MEETING/MAY 2023	2,140.00	2,140.00	
80063206	6/6/2023	TUCKER & ASSOCIATES, LLC PROFESSIONAL SERVICES	MONTHLY RETAINER & REIMBURSABLES	4,068.02	4,068.02	
80063207	6/6/2023	TUNGETT, MATT TRAVEL AND TRAINING	CONFERENCE DIRECT APM - MAR 2023	70.00		70.00
80063208	6/13/2023	ALPHA ETA RHO INTERNATIONAL AVIATION FRATERNITY BUSINESS DEV INCENTIVE PROG	ALPHA ETA RHO NATIONAL CONFERENCE/APR 2023	1,100.00	1,100.00	
80063209	6/13/2023	BH DFW PROPERTY LP BUSINESS DEV INCENTIVE PROG BUSINESS DEV INCENTIVE PROG	USMEPCOM MEPS/MAY 2023 NORTH TEXAS RPG-CON/JUNE 2023	5,671.00	2,346.00 3,325.00	
80063210	6/13/2023	CELLCO PARTNERSHIP COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS	MAY 2023 MAY 2023 MAY 2023	484.58		162.47 190.65 131.46
80063211	6/13/2023	GREENSPRING MEDIA LLC MEDIA ADVERTISING	ADVERTISING	1,660.00	1,660.00	
80063212	6/13/2023	HCD DALLAS CORPORATION BUSINESS DEV INCENTIVE PROG	CARNEGIE LEARNING/MAY 2023	1,668.00	1,668.00	
80063213	6/13/2023	IMAGO MEDIA, INC. MEDIA ADVERTISING	ADVERTISING	321.50	321.50	
80063214	6/13/2023	IPROMOTEU.COM, INC. SALES RESOURCES	REFILLABLE JOURNAL BOOKS	2,999.40	2,999.40	
80063215	6/13/2023	IRVING - LAS COLINAS ROTARY CLUB MEMBERSHIPS, CERTS, & LICENSES	MAY 2023	40.00		40.00
80063216	6/13/2023	IRVING HERITAGE SOCIETY MEMBERSHIPS, CERTS, & LICENSES	JUNE 1, 2023 - MAY 31, 2024	250.00		250.00
80063217	6/13/2023	MANUSAMA, DEBORA CHRISTY PROFESSIONAL SERVICES	DIGITAL CONTENT SPECIALIST	165.00	165.00	
80063218	6/13/2023	PROVIDENT RESOURCES GROUP, INC BUSINESS DEV INCENTIVE PROG	IFA US CHAMPIONSHIP ARMWRESTLING/MAY 2023	95.00	95.00	
80063219	6/13/2023	SMG PROPERTY MANAGEMENT SERVICES	SUBSIDY	348,750.00	348,750.00	
80063220	6/13/2023	SPORTS CLUB LC OWNER LLC MEMBERSHIPS, CERTS, & LICENSES	JUNE 2023	1,100.00		1,100.00
80063221	6/13/2023	STAMATS COMMUNICATIONS, INC. MEDIA ADVERTISING MEDIA ADVERTISING	ADVERTISING ADVERTISING	16,600.00	13,300.00 3,300.00	
80063222	6/13/2023	STAPLES INC OFFICE SUPPLIES OFFICE SUPPLIES	OFFICE SUPPLIES OFFICE SUPPLIES	201.03		86.49 114.54
80063223	6/13/2023	TEXAS CORNHOLE LEAGUE, LLC BUSINESS DEV INCENTIVE PROG BUSINESS DEV INCENTIVE PROG	TX CORNHOLE LEAGUE/MAY 2023 TX CORNHOLE LEAGUE OVERFLOW/MAY 2023	4,275.00	1,825.00 2,450.00	
80063224	6/13/2023	THE RITZ-CARLTON HOTEL COMPANY, L.L.C. BUSINESS DEV INCENTIVE PROG BUSINESS DEV INCENTIVE PROG BUSINESS DEV INCENTIVE PROG	ATLANTA BRAVES VS TX RANGERS/MAY 2023 COLORADO ROCKIES VS TX RANGERS/MAY 2023 SEATTLE MARINERS VS TX RANGERS/JUNE 2023	3,185.00	1,065.00 1,095.00 1,025.00	



Irving Convention and Visitors Bureau

Check Register

June 2023

Check #	Check Date	Vendor Name Object Description	Line Item Description	Check Amount	Invoice Amount	
					ARPA	HOT
80063225	6/13/2023	USA TRIATHLON OF COLORADO		10,545.00		
		BUSINESS DEV INCENTIVE PROG	USAT MULTISPORT STAFF ROOMS/APR 2023		1,350.00	
		BUSINESS DEV INCENTIVE PROG	USAT MULTISPORT ATHLETE AUDIT ROOMS/APR 2023		8,905.00	
		BUSINESS DEV INCENTIVE PROG	USAT BOARD OF DIRECTORS MEETING/APR 2023		290.00	
80063226	6/20/2023	DELL MARKETING LP		7,171.84		
		OFFICE MACHINERY LESS 5000	DELL - LAPTOPS		7,171.84	
80063227	6/20/2023	DRAKE ALEXANDER SCOTT		2,200.00		
		PROFESSIONAL SERVICES	IT SUPPORT		2,200.00	
80063228	6/20/2023	MEETING PROFESSIONALS INTERNATIONAL		14,000.00		
		MEDIA ADVERTISING	ADVERTISING		14,000.00	
80063229	6/20/2023	MURRAY, STEPHEN E		2,840.00		
		BUSINESS DEV INCENTIVE PROG	TEXAS STATE FOOSBALL/MAY 2023		2,840.00	
80063230	6/20/2023	NORTHSTAR TRAVEL MEDIA, LLC		2,500.00		
		MEDIA ADVERTISING	ADVERTISING		2,500.00	
80063231	6/20/2023	PRICELINE.COM INTERNATIONAL LIMITED		33,027.19		
		MEDIA ADVERTISING	ADVERTISING		8,307.09	
		MEDIA ADVERTISING	ADVERTISING		1,027.38	
		MEDIA ADVERTISING	ADVERTISING		22,653.02	
		MEDIA ADVERTISING	ADVERTISING		1,039.70	
80063232	6/20/2023	SOUTHWEST BENEFITS ASSOCIATION		1,004.00		
		BUSINESS DEV INCENTIVE PROG	SWBA CONFERENCE/WESTIN ROOMS/MAY 2023		836.00	
		BUSINESS DEV INCENTIVE PROG	SWBA CONFERENCE/TEXICAN ROOMS/MAY 2023		168.00	
80063233	6/20/2023	THE RITZ-CARLTON HOTEL COMPANY, L.L.C.		1,060.00		
		BUSINESS DEV INCENTIVE PROG	ST. LOUIS CARDINALS VS TX RANGERS/JUNE 2023		1,060.00	
80063234	6/20/2023	WFAA-TV INC		5,544.41		
		MEDIA ADVERTISING	ADVERTISING		5,544.41	
80063235	6/27/2023	CONFERENCE DIRECT LLC		3,000.00		
		MEDIA ADVERTISING	ADVERTISING		3,000.00	
80063236	6/27/2023	CUTTS, SUSAN		936.00		
		PROFESSIONAL SERVICES	DATA ENTRY SERVICES - MAY 22 - JUN 16, 2023		936.00	
80063237	6/27/2023	DALLAS CHESS CLUB		475.00		
		BUSINESS DEV INCENTIVE PROG	DALLAS CHESS CLUB/MAY 2023		475.00	
80063238	6/27/2023	EVENTIS PALM SPRINGS, LLC		577.50		
		TRAVEL AND TRAINING	FEA TRADESHOW BOOTH/MAY 31-JUNE 1, 2023			577.50
80063239	6/27/2023	FEDERAL EXPRESS CORPORATION		171.12		
		FREIGHT	SHIPPING			87.31
		FREIGHT	SHIPPING			83.81
80063240	6/27/2023	HARRIS COUNTY-HOUSTON SPORTS AUTHORITY		823.61		
		TRAVEL AND TRAINING	2023 SPORTS ETA SYMPOSIUM RECEPTION			823.61
80063241	6/27/2023	IMAGO MEDIA, INC.		2,500.00		
		MEDIA ADVERTISING	ADVERTISING		2,500.00	
80063242	6/27/2023	NATIONAL INTERSTATE INSURANCE COMPANY		1,940.00		
		BUSINESS DEV INCENTIVE PROG	RISK MGMT SAFETY WORKSHOP/APR 2023		1,652.00	
		BUSINESS DEV INCENTIVE PROG	RISK MGMT SAFETY WORKSHOP OVERFLOW/MAY		288.00	
80063243	6/27/2023	SMG		26,167.92		
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - MAY 2023 CPI INCREASE		1,124.22	
		BUILDINGS MAINT	WESTIN GARAGE RENTAL - JUN 2023		25,043.70	



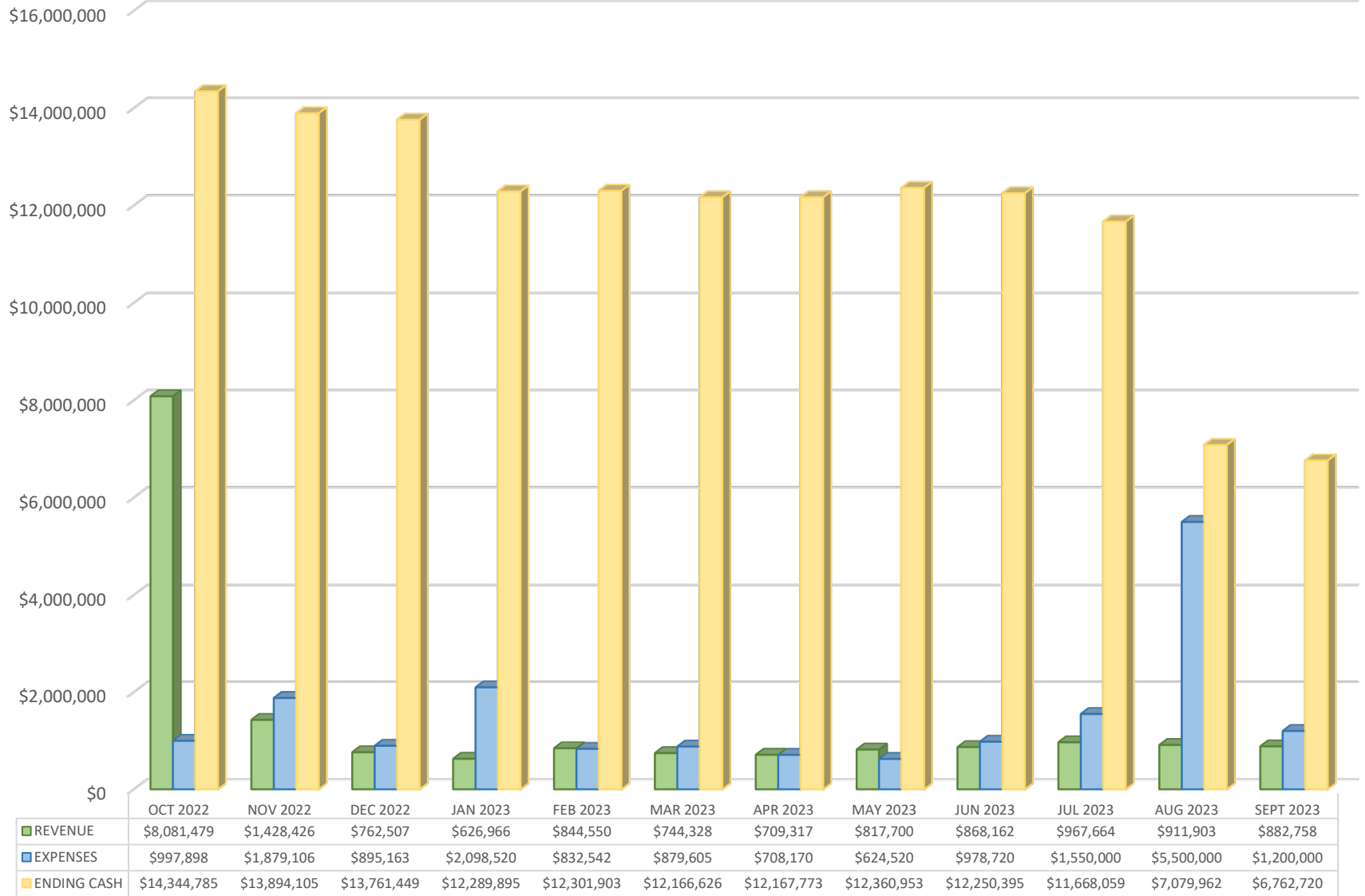
Irving Convention and Visitors Bureau

Check Register

June 2023

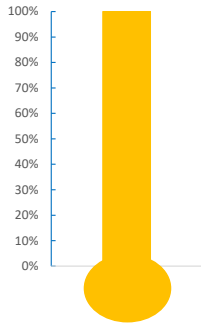
Check #	Check Date	Vendor Name Object Description	Line Item Description	Check Amount	Invoice Amount	
					ARPA	HOT
80063244	6/27/2023	SMG		6,419.23		
			LOCAL PROGRAMS-PROMOTIONS		CATERING	
		LOCAL PROGRAMS-PROMOTIONS	CATERING			4,062.24
80063245	6/27/2023	SOUTHERN STAR LAS COLINAS, LP		9,435.00		
			BUSINESS DEV INCENTIVE PROG		REDKEN SYMPOSIUM ON TOUR/JUNE 2023	
		BUSINESS DEV INCENTIVE PROG	REDKEN SYMPOSIUM ON TOUR OVERFLOW/JUNE			280.00
80063246	6/27/2023	TEXAS FRIGHTMARE WEEKEND, LLC		6,275.00		
			BUSINESS DEV INCENTIVE PROG		TEXAS FRIGHTMARE/MAY 2023	
80063247	6/27/2023	THE RITZ-CARLTON HOTEL COMPANY, L.L.C.		1,235.00		
			BUSINESS DEV INCENTIVE PROG		TORONTO BLUE JAYS VS TX RANGERS/JUNE 2023	
		Total Number of Invoices	93	598,087.67	535,674.69	62,412.98
		Total Number of Checks	61		89.6%	10.4%

Irving Convention and Visitors Bureau FY23 Cash Flow June 2023



■ REVENUE
 ■ EXPENSES
 ■ ENDING CASH

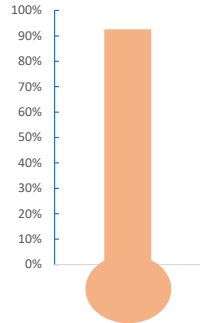
REPAYMENT OF FY21 LOAN FROM CITY



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

FY22 YEAR END GOAL
N/A

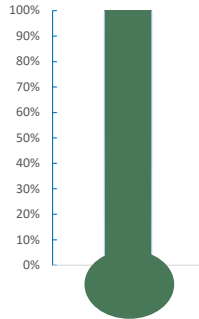
COMBINED FUNDS



GOAL: \$10,500,000
CURRENT: \$9,699,866

FY23 YEAR END GOAL
\$10,500,000

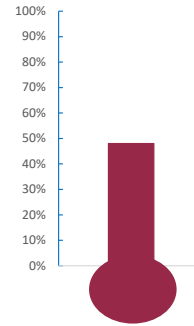
GENERAL FUND



GOAL: \$2,000,000
CURRENT: \$6,783,123

FY23 YEAR END GOAL
\$2,000,000

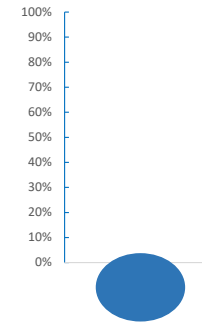
CATASTROPHIC RESERVE



GOAL: \$5,000,000
CURRENT: \$515,658

FY23 YEAR END GOAL
\$5,000,000

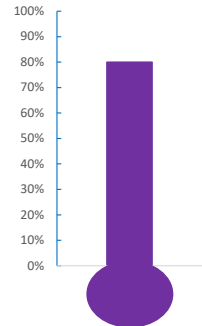
COMPUTER FUND



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

FY23 YEAR END GOAL
\$500,000

ICC RESERVE/CIP FUND



GOAL: \$3,000,000
CURRENT: \$2,400,878

FY23 YEAR END GOAL
\$3,000,000



ICVB
HOTEL OCCUPANCY TAX COLLECTIONS

For Period Ending: May 2023

**IRVING CONVENTION AND VISITORS BUREAU
HOTEL OCCUPANCY TAX
2022 - 2023**

LUXURY & FULL SERVICE		OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023
1	Atrium Hotel and Suites DFW Airport	5,146.86	5,535.06	6,904.59	6,242.62	11,830.90	4,483.95	20,579.53	10,272.10
2	Dallas Marriott Hotel Las Colinas	57,307.85	40,248.19	34,764.33	44,992.73	49,067.81	50,706.69	53,404.75	56,364.53
3	DFW Airport Hotel & Conference Center	closed	closed	closed	closed	closed	closed	closed	closed
4	DFW Airport Marriott	41,899.47	25,970.30	23,425.04	51,671.11	32,909.98	62,264.82	42,622.69	42,847.27
5	Doubletree by Hilton DFW Airport North	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	Embassy Suites DFW Airport South	31,122.91	21,795.06	20,442.92	24,295.92	28,013.61	30,272.32	28,942.30	27,019.58
7	Hilton Garden Inn DFW Airport South	15,867.32	11,835.98	9,615.35	11,694.28	13,987.70	16,319.02	14,250.43	13,978.12
8	Hilton Garden Inn Las Colinas	14,509.26	12,494.13	9,251.45	11,723.60	12,909.55	15,559.09	15,882.15	14,846.43
9	Holiday Inn Irving Las Colinas	10,993.05	6,299.62	5,906.85	6,505.81	9,993.77	10,591.63	10,642.69	9,758.65
10	NYLO Las Colinas Tapestry Collection by Hilton	20,986.69	14,622.71	13,098.40	16,453.01	16,551.55	18,994.13	18,463.67	19,690.38
11	Omni Las Colinas Hotel	61,002.82	41,286.98	32,243.91	39,801.67	44,849.34	51,350.21	57,858.87	53,714.30
12	Sheraton DFW Airport Hotel	12,748.02	23,683.83	17,557.24	14,608.15	24,310.89	0.00	0.00	0.00
13	Texican Court	17,319.93	11,488.90	9,838.56	13,536.44	13,978.10	16,159.30	16,596.83	17,850.35
14	The Las Colinas Resort Dallas	93,825.83	69,817.11	49,594.73	51,087.55	52,540.50	78,610.20	88,738.31	70,250.55
15	Westin DFW Airport	41,130.19	18,018.35	28,069.63	41,337.45	37,642.72	29,707.81	43,328.06	32,309.66
TOTAL LUXURY & FULL SERVICE		423,860.20	303,096.22	260,713.00	333,950.34	348,586.42	385,019.17	411,310.28	368,901.92
16	Westin Irving Convention Center Las Colinas	56,124.21	44,402.80	31,221.89	43,731.47	44,877.47	53,010.95	40,409.62	51,928.08

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 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023
1	Candlewood Suites DFW Airport North	closed	closed	closed	closed	closed	closed	closed	5,228.88
2	Comfort Suites DFW Airport North	6,634.36	5,671.89	5,600.49	5,691.85	6,305.89	7,214.05	6,639.22	6,104.36
3	Comfort Suites Las Colinas	1,329.04	1,173.45	1,123.74	1,135.23	1,718.15	1,685.63	1,681.41	1,405.44
4	Country Inn & Suites by Carlson DFW Airport South	4,690.89	2,964.09	3,590.00	2,571.59	3,340.98	4,558.42	4,083.50	4,038.02
5	Element Dallas Las Colinas	12,122.95	9,910.27	8,519.26	11,712.77	13,766.39	15,934.49	14,953.60	16,028.66
6	Element DFW Airport North	10,646.42	8,011.76	6,269.73	8,458.02	9,558.45	11,300.44	10,873.99	10,758.81
7	Extended Stay America Dallas DFW Airport North	1,395.23	1,101.57	758.59	1,084.51	1,171.73	1,454.23	1,527.06	1,311.30
8	Extended Stay America Dallas Las Colinas	1,586.76	1,504.35	1,531.41	2,139.74	1,858.79	2,632.47	2,253.02	1,855.36
9	Extended Stay Deluxe Green Park	2,190.97	1,511.78	1,282.65	1,176.12	1,169.81	1,870.67	2,102.31	1,566.23
10	Extended Stay Deluxe Las Colinas	1,421.68	1,740.19	1,260.38	562.96	1,188.97	1,590.97	1,731.70	890.82
11	Hawthorne Suites Irving DFW Airport South	2,159.09	1,597.13	2,121.02	1,724.53	2,007.92	2,351.11	1,912.54	1,623.29
12	Holiday Inn Express Hotel & Suites DFW Airport North	14,083.67	10,887.21	11,128.75	11,160.07	12,162.36	14,605.46	14,929.72	14,844.95
13	Holiday Inn Express Hotel & Suites DFW Airport South	10,924.27	8,495.21	8,690.28	0.00	9,082.43	10,910.95	10,543.17	10,105.88
14	Holiday Inn Express Hotel & Suites Irving Las Colinas	9,689.88	6,600.91	6,056.40	5,438.50	8,321.52	8,217.45	9,027.39	8,761.34
15	Home Towne Studios Dallas Irving	2,364.54	2,415.27	1,524.41	1,966.57	1,815.68	1,648.01	1,647.01	1,416.80
16	Homewood Suites by Hilton DFW Airport North	8,185.49	7,057.83	6,326.11	7,754.31	6,281.36	5,402.04	5,077.53	5,586.30
17	Homewood Suites by Hilton Las Colinas	7,958.06	6,642.15	8,917.65	9,540.71	11,090.89	10,844.51	11,494.57	10,254.07
18	Hyatt House Dallas Las Colinas	11,897.76	9,174.92	9,640.58	12,031.23	10,294.03	12,337.74	11,202.19	12,783.26
19	Residence Inn Dallas DFW Airport North Irving	6,007.01	4,766.94	4,381.53	5,070.80	6,468.82	7,667.85	7,331.42	7,566.30
20	Residence Inn Dallas Las Colinas	8,813.15	6,415.97	6,592.79	7,705.11	9,067.17	10,316.97	11,017.50	8,851.38
21	Soka Suites Dallas Las Colinas	4,636.65	3,772.81	4,216.58	4,122.03	2,015.32	4,223.81	5,490.63	6,276.26
22	Sonesta ES Suites Dallas Las Colinas	5,680.90	3,187.01	2,709.65	3,783.77	3,460.75	5,608.03	4,604.99	3,865.76
23	Sonesta Simply Suites Dallas Las Colinas	2,446.23	1,944.50	1,791.04	1,586.83	2,045.91	3,294.82	3,138.60	3,351.06
24	Springhill Suites Dallas DFW Airport East Las Colinas	7,641.86	5,846.33	4,336.96	6,046.98	7,903.74	8,844.65	7,812.71	6,495.13
25	Staybridge Suites DFW Airport North	3,177.69	3,117.63	3,838.45	4,295.17	4,240.86	5,820.02	5,244.32	5,378.70
26	TownePlace Suites Dallas DFW Airport North Irving	8,474.26	7,411.88	6,453.83	6,876.90	7,830.10	9,410.46	8,115.40	7,773.37
27	TownePlace Suites Dallas Las Colinas	8,338.15	6,883.61	6,356.24	6,900.85	7,436.01	8,938.96	8,669.61	8,536.85
28	Woodspring Suites Signature	1,709.73	1,823.30	1,401.69	1,714.27	811.26	1,222.25	1,502.50	2,007.35
TOTAL ALL SUITE / EXTENDED STAY		166,206.69	131,629.96	126,420.21	132,251.42	152,415.29	179,906.46	174,607.61	174,665.93

BUDGET SERVICE		OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023
1	Arya Inn & Suites	986.51	963.32	1,184.61	974.24	852.56	1,105.56	977.41	755.88
2	Best Western Irving Inn & Suites DFW South	closed	closed	closed	closed	closed	closed	closed	closed
3	Budget Inn & Suites	32.20	49.77	38.02	31.26	36.50	40.86	55.50	47.20
4	Budget Suites of America Las Colinas	428.31	1,249.18	1,202.56	0.00	1,135.95	0.00	801.36	210.51
5	Clarion Inn & Suites	1,925.47	2,415.34	2,964.12	2,794.44	2,657.00	3,431.71	3,748.22	5,117.36
6	Crossroads Hotel & Suites	1,498.02	960.78	960.07	1,352.38	1,260.97	1,310.70	1,213.86	1,321.49
7	Days Inn	6,733.27	4,896.16	5,181.97	5,720.33	4,616.41	6,554.08	6,374.96	5,913.07
8	Days Inn DFW Airport North	4,886.34	3,316.87	3,797.89	3,414.97	3,317.33	4,148.32	4,037.88	3,951.46
9	Delux Inn	705.02	752.10	779.97	725.35	594.20	819.49	759.38	733.38
10	Delux Suites Motel	67.78	112.14	0.00	48.45	118.96	107.68	75.10	86.44
11	Gateway Inn	617.71	422.20	469.77	381.47	408.06	542.27	507.56	469.51
12	Magnuson Extended Stay & Suites Airport Hotel	2,164.56	1,429.45	1,299.23	1,212.96	1,640.11	1,923.71	1,592.24	1,402.63
13	Motel 6 Dallas DFW South	2,120.62	1,844.26	1,654.38	1,654.36	1,520.87	1,752.35	1,797.55	1,787.46
14	Motel 6 Dallas Irving	3,381.45	3,325.08	3,093.31	2,675.47	2,677.19	3,452.35	3,162.55	3,334.76
15	Motel 6 DFW North	3,687.66	2,581.71	2,557.15	3,528.81	3,809.97	4,674.12	4,406.31	3,875.87
16	Motel 6 Irving Loop 12	1,028.58	802.75	944.26	833.80	835.45	1,094.69	1,141.95	1,136.51
17	OYO Hotel DFW Airport South	2,342.12	2.00	2,640.83	2,666.67	2,593.77	3,392.54	2,364.83	2,279.69
18	OYO Hotel DFW Airport North	312.11	360.23	334.09	398.79	347.83	376.68	204.48	0.00
19	Quality Inn & Suites DFW Airport South	3,846.31	3,327.65	3,480.64	3,384.74	3,293.73	4,247.67	3,436.31	3,369.89
20	Red Roof Inn Dallas DFW Airport North	4,944.57	3,735.46	4,004.84	3,516.22	3,364.92	4,550.40	4,376.65	4,262.60
21	Studio 6 / Motel 6 DFW Airport East	2,730.11	1,910.64	2,451.46	2,492.40	2,019.27	2,738.85	2,806.65	2,753.35
22	Super 8 Hotel DFW South	3,372.72	2,512.70	2,570.35	2,541.31	2,620.93	3,041.34	2,789.15	2,341.18
23	Super 8 Motel DFW North	3,245.20	2,665.57	2,848.22	2,848.22	2,256.29	2,813.26	2,967.24	2,915.10
TOTAL BUDGET SERVICE		51,056.64	39,635.36	44,457.74	43,196.64	41,978.27	52,118.63	49,597.14	48,065.34

LIMITED SERVICE		OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023
1	aLoft Las Colinas	13,654.13	10,438.69	9,452.73	11,786.16	12,105.49	14,523.03	15,190.50	13,580.07
2	Best Western Plus DFW Airport Suites North	5,916.35	4,582.59	4,576.65	4,455.03	4,569.31	5,423.53	5,580.89	6,015.97
3	Courtyard Dallas DFW Airport North Irving	16,631.48	13,986.97	11,571.12	14,081.02	14,774.51	17,276.72	17,295.10	16,936.12
4	Courtyard Dallas DFW Airport South Irving	11,123.09	7,090.70	7,577.44	9,983.26	10,960.53	12,551.03	12,529.70	10,910.89
5	Courtyard Dallas Las Colinas	11,721.75	7,526.38	6,790.02	9,829.02	10,026.53	9,554.70	8,260.27	7,528.19
6	Fairfield Inn & Suites Dallas DFW Airport South Irving	9,247.60	7,108.96	6,880.79	8,184.39	7,408.89	8,940.51	9,734.17	8,889.71
7	Fairfield Inn & Suites Dallas Las Colinas	5,112.01	4,265.17	5,009.19	5,212.07	6,153.03	1,880.76	6,729.03	935.43
8	Fairfield Inn Dallas DFW Airport North Irving	9,119.91	6,707.04	6,687.27	7,099.70	9,156.46	10,293.32	10,530.12	0.00
9	Hampton Inn Dallas Irving Las Colinas	10,491.05	7,792.67	6,563.57	8,110.47	10,162.68	10,860.53	11,381.86	10,858.58
10	Home2 Suites by Hilton DFW Airport North	10,563.39	9,084.65	9,136.13	8,717.45	9,950.21	11,688.00	10,586.66	10,854.80
11	Home2 Suites by Hilton DFW Airport South Irving	10,176.47	7,226.00	7,128.52	8,017.30	9,167.26	9,432.30	9,533.64	9,604.55
12	Hyatt Place Dallas Las Colinas	9,963.88	6,859.53	7,645.93	6,649.91	8,169.50	8,910.33	10,067.71	6,509.14
13	La Quinta Inn & Suites DFW Airport North	9,332.70	8,101.44	7,616.18	7,890.53	8,421.57	9,127.40	8,937.71	8,979.65
14	La Quinta Inn & Suites DFW Airport South	7,512.45	5,574.29	5,603.81	4,756.18	5,615.97	7,721.90	6,822.73	7,298.50
15	La Quinta Inn Hotel & Suites Las Colinas	5,767.74	3,879.07	3,298.19	3,417.96	4,510.70	5,218.15	5,043.26	5,194.82
16	Quality Inn & Suites DFW Airport	6,487.20	4,999.72	6,244.00	5,694.86	5,744.62	6,763.35	6,790.65	6,972.80
17	Residence Inn Dallas DFW Airport South Irving	12,281.89	7,568.58	6,750.23	9,779.09	9,670.84	12,159.05	12,955.94	10,407.22
18	Wingate Inn by Wyndham Dallas Las Colinas	5,261.64	3,974.10	3,762.31	4,064.51	4,101.67	4,067.68	6,243.58	5,867.80
19	Wingate Inn by Wyndham DFW Airport North	593.01	8,339.21	4,481.91	4,973.93	4,792.33	4,819.78	5,019.16	5,039.60
TOTAL LIMITED SERVICE		170,957.74	135,105.76	126,775.99	142,702.84	155,462.10	171,212.07	179,232.68	152,383.84

TOTAL SHORT TERM RENTALS		6,647.19	6,898.21	8,518.57	5,101.41	6,389.53	11,623.26	7,531.02	28,520.78
Number of locations		50	67	67	61	62	69	68	81

SUMMARY	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023
ACTUAL GRAND TOTAL	818,728.46	616,365.51	566,885.51	657,202.65	704,831.61	799,879.59	822,278.73	772,537.81
BUDGET	970,330.00	750,524.00	648,509.00	808,022.00	799,629.00	966,681.00	943,638.00	967,664.00
DIFFERENCE	(151,601.54) -15.6%	(134,158.49) -17.9%	(81,623.49) -12.6%	(150,819.35) -18.7%	(94,797.39) -11.9%	(166,801.41) -17.3%	(121,359.27) -12.9%	(195,126.19) -20.2%
CUMULATIVE YEAR TO DATE								
ACTUAL	818,728.46	1,435,093.97	2,001,979.48	2,659,182.13	3,364,013.74	4,163,893.33	4,986,172.06	5,758,709.87
BUDGET	970,330.00	1,720,854.00	2,369,363.00	3,177,385.00	3,977,014.00	4,943,695.00	5,887,333.00	6,854,997.00
DIFFERENCE	(151,601.54) -15.6%	(285,760.03) -16.6%	(367,383.52) -15.5%	(518,202.87) -16.3%	(613,000.26) -15.4%	(779,801.67) -15.8%	(901,160.94) -15.3%	(1,096,287.13) -16.0%
COLLECTED PRIOR YEAR	657,351.27	628,038.04	477,914.55	495,418.38	576,535.14	717,735.15	797,264.90	749,618.37

AGENDA
Irving Convention and Visitors Bureau Board of Directors
Monday, July 24, 2023, at 11:45 AM
Irving Convention Center, Grand Ballroom 1-2
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 June 26, 2023
3. Accepting the ICVB Financial Reports –June 2023
4. Review of the Hotel Occupancy Tax Collections

Presentations

5. Irving Hotel Outlook Presentation – Tourism Economics Quarterly Update

Individual Consideration

6. Approval of Budget Adjustment Transfer of \$500,000 in ARPA Funds from General Fund to ICC Capital Improvement Project Fund
7. Approval of Name Change for Computer Replacement Fund to Technology Fund and Establishing New Minimum Balance for the Fund
8. Approving High Spirited Citizen Nominations from the Community Engagement Committee
 - a. Mary Bongfeldt
 - b. Kamal Hassan
 - c. LaNita Norman Johnson
 - d. Clem Lear
 - e. Richard L. Lindsey
 - f. Fran Mathers
 - g. Judy Pierson
 - h. Walter O. Theiss
 - i. Chris Wallace
 - j. Oscar and Kaye Ward
 - k. Gary Westerman
 - l. Linda Wood

AGENDA - Continued

Board Reports

9. Board Chair Report
 - a. Service Award Recognition:
 - CVB Convention Services Associate Annette Haas-Rios – 25 years
 - b. Next Board Meeting – August 28, Irving Convention Center, Exhibit Hall B

10. Board Committee Reports
 - a. Board and Business Development – Herb Gears
 - Next Meeting – September 8, 9:00 a.m.
 - b. Community Engagement – Colvin Gibson
 - Recap of July 11 Committee Meeting
 - Next Meeting – October 10, 9:00 a.m.
 - c. Destination Development – Greg Malcolm
 - Next Meeting – August 8, 11:30 a.m.

11. City Reports
 - a. Council Liaison – Councilman Kyle Taylor
 - b. Mayor & Other Council Members
 - DART/Transportation and Infrastructure – Mayor Rick Stopfer
 - c. City Manager – Chris Hillman
 - Delinquent Hotel Occupancy Tax Collection Updates
 - Visitor Development Updates
 - 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/Jeremy Pierce

14. Industry Partner Reports
 - a. The Pavilion at the Toyota Music Factory/Live Nation Report – Tommy DeBeaudry
 - b. Hotel Industry Updates – Greg Malcolm, Kim Limon, Nydia Hoskins
 - c. 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 –Janie Perelman/Beth Bowman
 - c. Irving Arts and Culture – Kelly O’Briant/Todd Hawkins
 - d. The Las Colinas Association – Hammond Perot
 - e. TIF – TBD
 - 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.