



2-17-15

MEDC President's Report:

Ladies and Gentlemen, the following is a brief outline of operational issues that are on my radar screen and in the process of being addressed. Again, this is a brief bullet pointed listing and I will be more than happy to answer any questions or go into further detail.

Communication:

- You should all be getting weekly updates from me via email. If you are not please let me know.
- Interim City Manager Muehlenbeck and I continue to have weekly meetings first thing each Friday morning schedule permitting. We are also working closely together on pushing the Gateway development project forward.
- MCDC Executive Director Schneible and I continue to meet regularly to stay up to date on operational issues as well as ways we can best leverage one another.
- MEDC is having weekly staff meetings to ensure that staff has what they need to succeed and that we remain focused as a TEAM.
- MEDC's Cayti Stein is participating regularly in the Joint Marketing Meeting with Coco Good and other stakeholder organizations.
- I continue to attend City Council Meetings when in town as well as MCDC Board Meetings, Airport Board Meetings, and McKinney Alliance Board Meetings.

Staffing:

- **Admin. Position:** The position has been offered and accepted and Sheri Van Slycke will be joining the staff hopefully on February 23. She is currently going through the internal HR processes. Both Abby Liu and Deb Hass participated in the interview process and recommended Sheri. She will come to us with over 15 years of office management experience.

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Operational:

- **Board Meetings:** We continue to look for efficiencies and would like to discuss with the board our options for going to paperless meetings (aside from Exec. session). I know this was discussed some time ago, but we would like to pursue our best options if the board is comfortable with it.
- **CRM:** Salesforce is actively building our interface for us and we hope to have it ready for use prior to the next board meeting.
- **Staff** will be providing to the board a monthly project tracking document showing progress / status of projects after the board takes action on them.... This will be provided in Executive Session as many of the projects will still be protected information. You will see the document this month. Please let us know if there is information that you would like to see that is not currently on the document.
- **Travel:** Myself, Abby, and Chad are currently working out a comprehensive marketing travel schedule. This could of course change during the year, but it will give the board a pretty good overview of the staff's plan. This schedule will be available by the strategic planning meeting.
- **Strategic Planning Meeting:** Is scheduled for our March meeting on St. Patty's day March 17th unless the board wants to re-schedule it.
- **Legislative Issues:** I have included an updated list of legislative issues that have already been filed in Austin that could have an effect on our community.