



Economic Development Highlights

Interim President Liu

October 2015

Administration

- MEDC Staff Annual Evaluations – MEDC staff annual evaluations were completed. The position of the Administrative Assistant is in the process of being upgraded to the Executive Assistant based on the job functions and work load.
- Economic Development Coordinator - MEDC new position, Economic Development Coordinator, was posted for two weeks and was closed on October 12. The position was posted through the City of McKinney website and on industry related websites. Ninety-four applicants met the minimum requirements. Human Resource staff has been instrumental during the process. Staff is in the process of reviewing the applications.
- MEDC Office Space - MEDC conference room will be converted into two cubicles, one for the new Economic Development Coordinator and the other for future use. Staff has been working with the approved vendors from Purchasing to review the layout and pricing proposals.
- Management Audit - Assistant City Manager Barry Shelton and staff are on the Management Audit interview team. After the reviewing the proposals and the interviews, the team made a recommendation to City Manager Tom Muehlenbeck. Mr. Muehlenbeck approved the team's recommendation. MEDC has selected the Azimuth Group as the most qualified firm to perform the Management Audit. The Management Audit will commence in the week of October 23. The tentative schedule for interviewing with board members will be in the week of November 6. (See attached)
- New Board Orientation – Former Chairman Darrell Tate and staff presented the New Board Orientation and a make-up session.
- Legistar Training – City Secretary, Sandy Hart, held Legistar training for MEDC/Planning & Zoning new board members at the MEDC/MCDC Board Room. Sandy presented each of the new MEDC board members with a new iPad and Legislate training. Staff joined the training with the three new board members.
- District 1 Town Hall Meeting - Staff attended District 1 Town Hall Meeting on October 15.

- MEDC Holiday Event –
When: 6:30 to 8:30 pm, Thursday, December 5, 2015
Where: Rick's Chophouse
Invitation will be forthcoming.

Partner Organization Communications

- McKinney Chamber Strategic Planning – I accepted the invitation from Lisa Hermes, Chamber President, and attended the half-day Strategic Planning Meeting on September 16. The Strategic Planning meeting was successful.
- McKinney Alliance Quarterly Meeting - For the first time, I was invited and attended the McKinney Alliance Board of Directors Quarterly Meeting on October 1.

Economic Development

Projects Compliance

- United Parcel Services (UPS) – A UPS compliance meeting was held at MEDC office on October 14. Two UPS staff, one from California and one from the area, joined Accounting Manager Trudy Mathis, MEDC Legal Counsel Mark Houser and staff to discuss the compliance of MEDC Loan Agreement. The face-to-face meeting was productive for compliance communications between MEDC and UPS.

Existing Business Updates

- Hisun Motors Storage Issues – Hisun Motors has an outside storage problem. Assistant City Manager Barry Shelton and Development Services Executive Director Michael Quint met with Hisun President and are working on the improvement plan.

New Projects Updates

- Projects Catch
 - Will update in Executive Session
- Project Apollo
 - Will update in Executive Session