## **2016 Broker Presentation**

Event Name: Coppell Forecast, Outlook 2016

Venue: Senior Center

Date: Week of January 25<sup>th</sup> (which day of the week does the group feel is best?)

Invitee List: Group will start compiling list of invitees and finalize by November meeting

so that invitations can be mailed and/or emailed mid-December.

Invitations: Paper and electronic – to be mailed by December 28, 2015

RSVPs: Required for attendance – due by January 13<sup>th</sup>

Give Aways: Lunch, goodie bags (possibly) and door prizes

Presentations: Economic Development will give an update to the commercial brokers during

the 11:00 hour and Planning will give an extensive update to the residential brokers during the 12:30 hour. The Mayor will give a "State of the City" update during the lunch hour. Waiting to hear back from the Mayor to confirm she is available to speak during that week. If not, we might have to

look at other dates.