

**ECONOMIC DEVELOPMENT DEPARTMENT  
ACTIVITIES FOR THE MONTH OF  
May, 2013**

**Inquires/Appointments/Successes**

The EDO's efforts to recruit and maintain existing businesses continue with:

- ✓ 33 pending prospects.
- ✓ 1 new project reviewed.
- ✓ 20 appointments, site visits and presentations.
- ✓ 5 research requests – LexisNexis; CoStar; web.

**Meetings**

- ✓ State Level
  - Enterprise Florida
- ✓ Regional Level
  - Southwest Florida District Council ULI
  - FGCU Regional Economic Development
  - Regional Economic Development Directors
  - Southwest Florida Workforce Development
  - Workforce Program and Planning Committee
- ✓ Local Level
  - Directors' Meetings, Staff Meetings
  - Meetings with Commissioners, Administration and the Attorney's Office
  - BCC Board Meetings and PreAgenda Meetings
  - Joint Meeting of BCC and Murdock Village CRA Advisory Committee
  - Board Workshops – Budget & Murdock Village
  - Charlotte Harbor CRA Advisory Committee
  - Enterprise Charlotte Economic Council
  - County Budget Office
  - Charlotte County Airport Authority
  - Entrepreneurial Support Organization
  - Charlotte County Chamber
  - Punta Gorda Economic Development Task Force
  - Charlotte County Community Development
  - Charlotte County IT Department
  - Charlotte County Community Services
  - Health Insurance Focus Group
  - Visitors Bureau
  - Tourist Development Council
  - Leadership Charlotte
  - Customer Service Focus Group
  - EOC Training

**Presentations/Newspapers/Magazines**

- ✓ Presentations: CDBIA and Curmudgeons – new marketing materials; Leadership Charlotte Economic Development.

**Office Activities**

- ✓ Website updates: Data collection included monthly housing trend chart, vacancy rates, sales tax, lease information, median home prices, unemployment stats, residential and commercial building permits, added/deleted economic development events. Updated social media sites and calendar.
- ✓ Worked with Marketing Alliance on new website design and content.
- ✓ Created iBooks for Murdock Village and EDO Workshop
- ✓ Prepared and circulated monthly department newsletter.

- ✓ Prepared Agenda, Minutes and coordinated meeting for the Charlotte Harbor CRA Advisory Committee.
- ✓ Reviewed and updated Charlotte County property listing profiles for on-line commercial property database.
- ✓ Reviewed and updated Demographic Profile.
- ✓ Reviewed newspaper and posted articles relevant to the EDO on its website.
- ✓ Reviewed relevant company notices in LexisNexis.
- ✓ Continued to fine-tune marketing materials.
- ✓ Updated website and printed materials with new EDO Suite number.
- ✓ Moved office to 3<sup>rd</sup> floor.
- ✓ Worked with ECAP property owners on Certified Site qualifications.
- ✓ Training: State and Federal Workforce Educational Program; Data Tools Webinar; Redevelopment

### **Research and Policy Initiatives**

- ✓ Continued to work on EDO policies, strategic plan and marketing.
- ✓ Continued working with local commercial land developers regarding land trades.
- ✓ Microloan program - continued to provide support to the discussion regarding the opportunity to develop a microloan program for small businesses.

### **Charlotte Harbor CRA**

- ✓ Harbor Walk Project – Continued to work with Administration to coordinate with FDOT to allow Phase IA of this project to be advanced. Permits in place pending FDOT approval to begin construction. Staff will continue to monitor and discuss other strategies to move the project forward. Scope of Work for design plans for Phase IB received from consultant. Negotiations to begin next month.
- ✓ Advisory Committee – Facilitated the May 13 Charlotte Harbor CRA Advisory Committee meeting which included finalizing the revisions to the Architectural Standards. The ordinance will be presented to PZA in June 2013. Facilitated a special workshop regarding the existing Height Ordinance.
- ✓ Three Letters of Interest were received for survey and design work for Phase I of the Trails and Wayfinding Project – Parmely Street. Proposals will be reviewed and a recommendation is expected in June.
- ✓ Prepared BCC item for the amendment to the Charlotte Harbor Historical Town Ordinance. The public hearing is scheduled for June 11, 2013.

### **Murdock Village CRA**

- ✓ Facilitated the Joint Meeting with the BCC and the Murdock Village CRA Advisory Committee held on May 21. The BCC directed staff to proceed with developing a scope of work for the ERP.

### **Parkside CRA**

- ✓ Attended various meetings including the Team Port Charlotte Board; Team Port Charlotte Community Meeting, the Harbor Boulevard Public Meeting and the Parkside Business Association meeting. Provided county updates on various projects and did follow-up including updating the County website.
- ✓ Facilitated an internal staff meeting with various departments that are involved in Parkside projects to help coordinate activities in the area and finalized the list of projects.

### **Enterprise Zone**

- ✓ Prepared and submitted the quarterly report to DEO regarding activities in the zone.