

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

Inquires/Appointments/Successes

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

- ✓ 34 pending prospects.
- ✓ 4 new projects reviewed.
- ✓ 3 site visits and presentations.
- ✓ 9 appointments with realtors or business support partners.
- ✓ 1 business retention or expansion visit.
- ✓ 6 research requests.

Meetings

- ✓ National Level
 - Site Selection Event w/Enterprise Florida in Texas
- ✓ State Level
 - Enterprise Florida
 - GrowFL Webinar
 - Florida Economic Gardening
- ✓ Regional Level
 - Southwest Florida Workforce Development Board
 - Suncoast Technology Forum Board Meeting
 - Workforce Planning & Programming Committee
 - Horizon Council
 - Northport EDO
- ✓ Local Level
 - Directors' Meetings, Staff Meetings
 - Meetings with Commissioners, Administration and the Attorney's Office
 - BCC Board Meetings and PreAgenda Meetings
 - Charlotte Harbor CRA Advisory Committee
 - Enterprise Zone Development Meeting
 - 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
 - Visitors Bureau
 - Fawcett Hospital
 - Human Resources Department
 - FEMA Training

Presentations/Newspapers/Magazines

- ✓ Presentations: Ambassador Program; Curmudgeons;

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.

- ✓ Prepared Agenda, Minutes and coordinated meeting for the Charlotte Harbor CRA Advisory Committee's regular meeting and the Enterprise Zone Development Agency's regular meeting.
- ✓ 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 work with marketing firm to create and fine-tune marketing materials and the website.
- ✓ Participated in CEDS Steering Committee providing updates on economic development projects in the area.
- ✓ Met with a representative from Gulf Coast Venture Forum to discuss new opportunities for small businesses in the region.
- ✓ Participated in interview panel for Ombudsman and Planner II positions.

Research and Policy Initiatives

- ✓ Continued to work on EDO policies, strategic plan and marketing.
- ✓ Continued working with local commercial land developers regarding certified sites.
- ✓ 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 – BCC approved a letter to FDOT to request permission to advance fund the project; the letter was mailed on July 24. Continued to revise the Scope of Work for design plans for Phase IB construction plans which are scheduled for Committee Review on September 9 and to the BCC on September 24. Presented an overview of the project to the Curmudgeons Club.
- ✓ Facilitated the July 8 Charlotte Harbor CRA Advisory Committee. Scheduled a Special Meeting for August 5 to review building plans/signage for potential new structure in Charlotte Harbor.
- ✓ BCC approved the revisions to the Architectural Standards on July 23.
- ✓ Provided revisions/comments to Johnson Engineering on the draft Scope of Work for Parmely Street the first project in the Trails and Wayfinding Project.
- ✓ Coordinating the update of the Business Directory.

Murdock Village CRA

- ✓ Continued to provide information to interested parties on development potential of the site.
- ✓ Community Development continues to gather data on developing the conceptual ERP.

Parkside CRA

- ✓ Organized and attended various meetings both internally and at the community level including a meeting with staff from Community Services, Housing and Engineering. Provided county updates on various projects at the Parkside Community Meeting.
- ✓ Facilitated monthly 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

- ✓ Facilitated the July 18 quarterly meeting of the Enterprise Zone Development Agency and started gathering the necessary data regarding activities in the Zone for the Annual Report which is due to DEO by August 30.