

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

**Inquires/Appointments/Successes**

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

- ✓ 43 pending prospects.
- ✓ 1 site visits and presentations.
- ✓ 12 appointments with realtors or business support partners.
- ✓ 1 business retention or expansion visits.
- ✓ 25 research requests.

**Meetings**

- ✓ National Level
  - Site Selection Event w/Enterprise Florida in Atlanta
  - Industrial Asset Management Council (IAMC) Conference in Salt Lake City
- ✓ State Level
  - Enterprise Florida
  - Florida Economic Development Council
  - Florida Economic Gardening
- ✓ Regional Level
  - ULI Southwest FL
  - Suncoast Technology Forum Board Meeting
  - SW FL Workforce Development Board
- ✓ 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 Charlotte Economic Council
  - Charlotte County Airport Authority
  - Charlotte County Chamber
  - Punta Gorda Economic Development Task Force
  - Tourism
  - Purchasing - RFD
  - Charlotte County Community Development
  - Charlotte County IT Department
  - Charlotte County Community Services
  - Commercial Realtors

**Presentations/Newspapers/Magazines**

- ✓ Presentations: Overview on EDO activities to the Charlotte County Hospitality Association and the Charlotte County AARP Chapter.
- ✓ E-Mail Blasts: Putting the Neighborhood Together Golf Blast

**Office Activities**

- ✓ Website updates: Data collection included residential and commercial building permits, median home prices, vacancy rates, employment, lease information, regional economic indicator report. Updated calendar events, and social media sites.
- ✓ Reviewed newspaper and posted articles relevant to the EDO on its website.
- ✓ Prepared Agenda, Minutes and coordinated meeting for the Charlotte Harbor CRA Advisory Committee's regular meeting.
- ✓ Reviewed and updated Charlotte County property listing profiles for on-line commercial property database.

- ✓ Reviewed relevant company notices in LexisNexis.
- ✓ Continued to work with marketing firm to create and fine-tune marketing materials and the website. New website launched.
- ✓ Video Training for SharePoint.
- ✓ Halogen Goal Appraisals
- ✓ Obtained estimates and ordered marketing accessories, such as presentation folders, thumb drives.
- ✓ Reworked Charlotte Harbor Riverwalk brochure.
- ✓ Participated in the CEDS Working Group to update the Comprehensive Economic Development Strategy for the region.

### **Research and Policy Initiatives**

- ✓ Continued to work on EDO policies, strategic plan and marketing.
- ✓ Continued working with local commercial land developers regarding certified sites.

### **Charlotte Harbor CRA**

- ✓ Harbor Walk Project – On September 24, BCC approved the contract with Kimley Horn to complete the design plans for Phase IB and to prepare the construction documents and secure the permitting. Continued to pursue the advancement of Phase IA.
- ✓ Facilitated the September 9 meeting of Charlotte Harbor CRA Advisory Committee which included discussion on the Harbor Walk Phase 1B plans.
- ✓ Continued to provide revisions/comments to Johnson Engineering on the draft Scope of Work for Parmely Street the first project in the Trails and Wayfinding Project.
- ✓ Coordinated the Hands Across the Harbor 6th Annual Event planning committee.

### **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 meeting with staff from Community Services; Housing; 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.
- ✓ Developing a marketing campaign – I want....in my neighborhood that with In-Tel Properties (Promenades Mall) will be launched on November 16 and run through the end of the year. The event will be used to gather public input on missing retail opportunities in the area.
- ✓ Received the signed 10 foot public access easement from the American Legion which will help to facilitate one of the access points to the Elkcam waterway.

### **Enterprise Zone**

- ✓ Coordinated the submittal of the first sales tax refund application for business equipment.