

**ECONOMIC DEVELOPMENT DEPARTMENT
ACTIVITIES FOR THE MONTH OF
February, 2014**

Meetings

- ✓ State Level
 - Enterprise Florida
- ✓ Regional Level
 - Economic Development Regional Partnership
 - Southwest Florida Workforce Development
 - Construction Task Force
- ✓ Local Level
 - Directors' Meetings, Staff Meetings
 - Meetings with Commissioners, Administration and the Attorney's Office
 - BCC Board Meetings, Workshop and PreAgenda Meetings
 - Charlotte Harbor CRA Advisory Committee
 - Enterprise Charlotte Economic Council
 - Charlotte County Airport Authority
 - Charlotte County Chamber – Government Affairs
 - Punta Gorda Economic Development Task Force
 - Tourism
 - Purchasing
 - Budget
 - Human Resources
 - Public Works/Engineering
 - TAC MPO
 - Charlotte County Community Development
 - Charlotte County IT Department
 - Charlotte County Community Services
 - City of Punta Gorda
 - Construction Task Force
 - Human Services/Housing
 - Team Parkside Committees
 - Charlotte County Chamber of Commerce Business Expo
 - Sheriff's Office
 - United Way Kickoff Meeting
 - Health Insurance Committee

Presentations/Newspapers/Magazines

- ✓ Press Releases/Email Blasts: Charlotte Rides Public Workshop; Southwest Florida Regional Planning Council Logo Contest; Made in Southwest Florida Event
- ✓ Speaker at Charlotte County Chamber Coffee

Office Activities

- ✓ Website updates: Data collection included residential and commercial building permits, median home prices, vacancy rates, employment, lease information, regional economic indicator report, climate updates, and property maintenance. Updated calendar events, and social media sites. Updates to Charlotte Harbor CRA, Murdock Village CRA, Parkside CRA and Enterprise Zone webpages.
- ✓ Reviewed newspaper and posted articles relevant to the EDO on its website.
- ✓ Research assistance for business recruitment efforts and general demographics.
- ✓ Took photographs at various CRA locations.
- ✓ Prepared Agenda, Minutes and coordinated meetings for the Charlotte Harbor CRA Advisory Committee.
- ✓ Reviewed and updated Charlotte County property listing profiles for on-line commercial property database.
- ✓ Continued to work with marketing firm to create and fine-tune marketing materials.

- ✓ Reviewed LeadCaster Weekly reports
- ✓ Participated in the Charlotte County Chamber of Commerce Business Expo.
- ✓ Attended the ISCS Round Table Program in Tampa which provided an opportunity to meet several retail commercial businesses looking to expand in the State.
- ✓ Continued to be an active member of the Southwest Florida ULI District Council participating at the board meetings and acting as Program Chair. Attended two programs: Emerging Trends and ULI Women's Initiative Kick Off meeting.
- ✓ Helped coordinate Cheney Groundbreaking – scheduling speakers and equipment, invites, etc.
- ✓ International Economic Development Council training.

Research and Policy Initiatives

- ✓ Continued to work on EDO policies, strategic plan and marketing.
- ✓ Continued working with local commercial land developers regarding certified sites.
- ✓ Continued to research marketing campaigns for retail recruitment that could be used to recruit businesses in the redevelopment areas.

Charlotte Harbor CRA

- ✓ Harbor Walk Project – Continued to coordinate activities with Public Works and the consultant to prepare project for construction in 2014. Phase 1A is ready for construction once FDOT provides approval – expected in July 2014. Consultant is reviewing bid specifications and making any necessary revisions based on updated FDOT specifications. Public Works is preparing Local Area Plan Agreement for approval by BCC and FDOT. Phase 1B is being further designed and 60% Plans are expected in August 2014.
- ✓ Advisory Committee – Facilitated the February 3 meeting of Charlotte Harbor CRA which included the final review of the Revitalization Plan with Community Development and review of the Parmely Street options.
- ✓ Based on outcome of February 3 meeting with CRA Advisory Committee, contact was made with FDOT, MPO and Public Works regarding the feasibility of installing a roundabout at the Kings Highway/US41/Parmely intersection.
- ✓ Continued to oversee the Johnson Engineering contract to develop the design plans for the Parmely Street project.
- ✓ Finalized the information sheets for two potential sales tax projects in Charlotte Harbor CRA.
- ✓ Prepared the draft 2013 Annual Report.

Murdock Village CRA

- ✓ Continued to provide information to interested parties regarding Murdock Village and update website to help market the area.
- ✓ Prepared the draft 2013 Annual Report.

Parkside CRA

- ✓ Organized and attended various meetings both internally and at the community level including a meeting with staff from Community Development; Housing; Engineering and Team Parkside Committees. Provided County updates on various projects at the Team Parkside meetings.
- ✓ Facilitated monthly internal staff meeting with various departments that are involved in Parkside projects to help coordinate activities in the area, finalized the list of projects and prepared monthly activity reports.
- ✓ Followed up with staff regarding direction received from the January 21 BCC Workshop on Parkside CRA.
- ✓ Attended a meeting with representatives from the Institute for the Ages in Sarasota - a partnership may further develop with their program and activities in Parkside.
- ✓ Prepared the draft 2013 Annual Report.

Enterprise Zone

- ✓ Prepared and submitted the 2014 - 2nd Quarterly Report for the State
- ✓ Designed and coordinated the installation of the Enterprise Zone sign for the CBI groundbreaking.
- ✓ Continued to provide information on the EZ to interested parties.