

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

Meetings

- ✓ State Level
 - Enterprise Florida
- ✓ Regional Level
 - Economic Development Regional Partnership
 - GrowFL Teleconference
 - Southwest Florida Workforce Development
 - FGCU International Summit Roundtable
- ✓ 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 Industrial Development Authority
 - Charlotte County Airport Authority
 - Charlotte County Chamber – Government Affairs
 - Junior Leadership Luncheon
 - Punta Gorda Economic Development Task Force
 - Entrepreneurial Support Organizations Quarterly Meeting
 - Tourism
 - Purchasing
 - Budget
 - Public Works/Engineering
 - TAC MPO
 - Charlotte County Community Development
 - Charlotte County IT Department
 - Charlotte County Community Services
 - City of Punta Gorda
 - Construction Trade Task Force
 - Human Services/Housing
 - Team Parkside Committees
 - Sheriff's Office

Presentations/Newspapers/Magazines

- ✓ Press Releases/Email Blasts: Chamber Business Expo, 2nd Annual SW Florida Brownfield Symposium, Made in SWFL, Goodwill's Want to be your Own Boss
- ✓ Speaker at Charlotte County Chamber Coffee, Government Academy

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 business locations and projects.
- ✓ Prepared PowerPoint presentation of recent groundbreaking/ribbon cuttings.
- ✓ Prepared Agenda, Minutes and coordinated meetings for the Charlotte Harbor CRA Advisory Committee and the Charlotte County Industrial Development Authority.
- ✓ 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.
- ✓ Coordinated and attended the Cheney Groundbreaking.
- ✓ Attended the APG Ribbon Cutting ceremony for the business expansion.
- ✓ Coordinated use and dispensed tickets for the County Suite at Rays Spring Training games.
- ✓ Continued to be an active member of the Southwest Florida ULI District Council participating at the board meetings and acting as Program Chair. Attended the Building Healthy Place workshop.

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 – Coordinating the submittals to FDOT regarding construction documents for Phase 1A, working with Public Works and consulting firm to complete tasks to prepare project for construction in 2014. Phase 1A is ready for construction once FDOT provides approval – expected in July 2014. Consultant has completed review of bid specifications and made adjustments based on updated FDOT specifications and have submitted bids to FDOT. 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 March 3 meeting of Charlotte Harbor CRA which included an update on the Parmely Street design and 2014 work plan.
- ✓ Based on outcome of March 3 meeting with CRA Advisory Committee, follow up meetings were held to determine existing documentation for the Whidden Park Industrial area. This information will be presented to the Advisory Committee in April and a property owners meeting will be held in the near future to discuss findings.
- ✓ Oversee the Johnson Engineering contract to develop the design plans for Parmely Street project.
- ✓ Presented two potential sales tax projects in Charlotte Harbor CRA to the Sales Tax Focus Group.
- ✓ Finalized and filed the 2013 Annual Report.

Murdock Village CRA

- ✓ Continued to provide information to interested parties regarding Murdock Village and updated website to help market the area.
- ✓ Finalized and filed the 2013 Annual Report.

Parkside CRA

- ✓ Organized and attended various meetings both internally and at the community level including 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 and finalized the list of projects and prepare monthly activity reports.
- ✓ Coordinated the drafting of a resolution to create the Parkside Land Use Advisory Committee with the Attorney's office. The resolution will be presented at the April 8 BCC meeting for approval.
- ✓ Finalized and filed the 2013 Annual Report.

Enterprise Zone

- ✓ Continued to provide information on the EZ to interested parties.