

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

**Meetings**

- ✓ National Level
  - Enterprise Florida Consultant Event in Atlanta
- ✓ Regional Level
  - GrowFL Teleconference
  - 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
  - Purchasing
  - Budget
  - Public Works/Engineering
  - Charlotte County Community Development
  - Charlotte County Community Services
  - City of Punta Gorda
  - Human Services/Housing
  - City of North Port
  - Florida Gulf Coast University – Small Business Development Center
  - Wellness Committee
  - Customer Service Internal Focus Group

**Presentations/Newspapers/Magazines**

**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. Updated the 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.
- ✓ Prepared Agenda, Minutes and coordinated meetings for the Charlotte Harbor CRA Advisory Committee, Whidden Park Property Owners meeting and the Enterprise Zone Development Agency.
- ✓ Reviewed and updated Charlotte County property listing profiles for on-line commercial property database.
- ✓ Entered available properties into EDO database.
- ✓ Continued to work with marketing firm to fine-tune and distribute marketing materials.
- ✓ Reviewed LeadCaster Weekly reports.
- ✓ Completed the last of 5 courses required for certification as a Redevelopment Administrator, sponsored by the Florida Redevelopment Association.
- ✓ Coordinated a 4 part series on land issues in Southwest Florida as program chair of the ULI Southwest Florida District Council. The program is tentatively scheduled to begin in January 2015. Continue to participate in ULI Executive Committee.

- ✓ Judged award applications for the “3CMA Savvy Awards” competition. The 3CMA (City-County Communications and Marketing Association) for Citizen Participation: Programs for involving residents in community decision making on specific issues and projects.
- ✓ Attended seminars: Communicating with Impact and Discrimination & Harassment 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.

### **Charlotte Harbor CRA**

- ✓ Harbor Walk Project – Continued to coordinate with FDOT and Public Works to complete the construction checklist for Phase 1A required by FDOT to prepare project for construction in 2014. Phase 1A is ready for construction once FDOT provides approval. Conference Call scheduled with FDOT on August 13 to finalize document. Phase 1B is being further designed and 60% Plans are expected in August 2014.
- ✓ Facilitated the July 21 meeting of Charlotte Harbor CRA Advisory Committee meeting which included a presentation and discussion related to permitting processes and implementation of Charlotte Harbor CRA standards.
- ✓ Facilitated the July 30 Whidden Park Property owners meeting regarding road and drainage issues.
- ✓ Design Plans for Parmely Street are at 60% and Johnson Engineering will present the plans at the September CRA Advisory Committee meeting. Continued to oversee the Johnson Engineering contract to develop the design plans for Parmely Street project.
- ✓ Chairing the 7<sup>th</sup> Annual Hands Across the Harbor Event Steering Committee. Breakfast Sponsor has been secured. Website updated and announcements made to local chambers. Sponsorships are still being solicited.
- ✓ Prepared Letter of Interest to secure architectural services for the CRA to help with marketing of the area – three proposals were submitted. Selection of firm is expected on August 8.
- ✓ Facilitated the satisfaction of release of lien for two parcels in Charlotte Harbor that participated in the lot maintenance program.

### **Murdock Village CRA**

- ✓ Continued to provide information to interested parties regarding Murdock Village and updated website to help market the area.

### **Parkside CRA**

- ✓ Continued to coordinate with Public Works on the design of Harbor Boulevard.
- ✓ Pre-construction meeting on Elkcam Boulevard is scheduled for August 5. A groundbreaking ceremony will be scheduled following the meeting.
- ✓ Continued to track activities being managed by various departments to provide an update on various projects to administration and the community.
- ✓ On July 22 the BCC approved an ordinance that will enhance the definition of “developed” lot in the CRAs, which will allow continued lot maintenance once structures are demolished.
- ✓ Prepared Letter of Interest to secure architectural services for the CRA to help with marketing of the area.
- ✓ Coordinated with Community Development to hold a series of community meetings to finalize recommendations on the Revitalization Plan and land development regulations to implement the code. First meeting is scheduled for August 27.

### **Enterprise Zone**

- ✓ Facilitated the July 17 Enterprise Zone (EZ) Development Agency quarterly meeting.
- ✓ Preparing the EZ Annual Report which is required by the State.
- ✓ Working with FEDC and FRA on proposing revisions to the EZ legislation that will be reviewed by the legislatures in the 2015 session.