



Putnam County Economic Development Activity Report

January 1, 2020 through December 31, 2020

Pursuant to the provisions of the Agreement made and entered into between the Putnam County Board of County Commissioners and the Putnam County Chamber of Commerce this report for all of 2020 is furnished:

1. The Chamber has continued to represent Putnam County with the following related entities:

- Maintained working relationships with Enterprise Florida, the Department of Economic Opportunity, JAXUSA Partnership, various utilities, North Florida Economic Development Partnership, the Florida Economic Development Council, the Florida chamber and other economic development agencies in assisting with regional COVID-19 responses. NOTE: All meetings/events went virtual in March.
- Attended JAXUSA quarterly meeting and monthly meeting remotely.
- Worked with Congressman Yoho's office on 2 economic development projects.
- Met with FPL regarding economic development support (remotely).
- Working with EFI on current project for alternative funding.
- Served most of 2020 on Enterprise Florida's Board of Directors.
- Member - North Florida Economic Development Council Board of Directors.
- Member of Florida Economic Development Council.

2. New & Existing Business Development:

- Responded to 16 requests for information from firms looking to locate in Putnam County.
- Hosted 9 clients on multiple onsite prospect visits.
- Worked with local businesses on CARES Act funding applications (PPP, EIDL) and other pandemic caused issues associated with COVID-19.

- Continued to provide technical assistance to businesses; these included manufacturers, consultants, retail, and commercial businesses, mostly concerning Pandemic Concerns. Worked with clients to complete CARES Act applications.
- Currently working with 3 active clients.
- Made calls to hotels, restaurants, and others in the hospitality industry along with other small businesses to assist with COVID-19 related concerns and stimulus assistance.
- Assisted some of the following new establishments – Marshals, Below Five, Firehouse Subs, Captain D's,
- Continued work with committee to address workforce issues and address future workforce needs.
- Made 24 retention visits to local businesses and conducted needs assessments (remotely).
- Provided ongoing assistance to numerous local businesses and matched them with resources when needed.
- Disseminated vetted information to help businesses navigate throughout pandemic – still ongoing

4. Other Activities:

- Distributed over 10,000 masks to people in poverty pocket neighborhoods throughout all of Putnam County in effort to help stop the spread.
- Continued to work with owner of 7220 PRC Way on a new marketing strategy for their property.
- Fielded calls regarding COVID-19 stimulus mostly from small businesses.
- Worked with workforce development partners regarding unemployment and potential retraining needs.
- Engaged with FP&L on two target marketing campaigns.
- Worked with County staff and Regional Council on grant for the Port.
- Working with Regional Council on grant opportunity for Phase 1 and 2 testing for economic development related properties.
- Added new properties to online inventory – JAX/USA & NFEDP
- Worked with consultant to finalize the opportunity zone prospectus and web pages.
- Began monthly meetings with County Executive Director of Planning & Development Services.

5. Year Highlights:

- New food processor, Comarco began production June 2020 investing over \$10 million and creating 100 jobs



February 26, 2021

Mr. Terry Suggs, County Administrator
Putnam County Board of County Commissioners
2509 Crill Avenue, Suite 200
Palatka, FL 32177

Dear Mr. Suggs:

Please find enclosed the annual 2020 (Jan – Dec) Putnam County Economic Development Activity Report and the 1st Quarter (Oct – Dec) TDC activity report.

If you have questions regarding these reports, please contact me.
Thanks.

Sincerely,

Dana Jones,
President

Putnam County Chamber of Commerce, Inc
Profit & Loss by Class
January through December 2020

Accrual Basis

	24 - Eco Dev Contract		TOTAL	
	Jan - Dec 20	% of Inco...	Jan - Dec 20	% of Inco...
Income				
334 · Eco Dev Contract	156,053.88	100.0%	156,053.88	100.0%
Total Income	156,053.88	100.0%	156,053.88	100.0%
Gross Profit	156,053.88	100.0%	156,053.88	100.0%
Expense				
500 · Employee Expenses				
501 · Salary & Wage Expenses	140,201.43	89.8%	140,201.43	89.8%
502 · FICA/SUI/FUT/Medicare	10,780.27	6.9%	10,780.27	6.9%
504 · Employee Benefits	13,779.39	8.8%	13,779.39	8.8%
507 · Retirement Match	3,964.37	2.5%	3,964.37	2.5%
Total 500 · Employee Expenses	168,725.46	108.1%	168,725.46	108.1%
517 · Office Operating Expenses				
510 · Bldg & Grounds Maintenance	2,741.39	1.8%	2,741.39	1.8%
518 · Telephones/Telecommunications	3,686.03	2.4%	3,686.03	2.4%
520 · Website Expenses	1,584.96	1.0%	1,584.96	1.0%
521 · Equip Lease/Maintenance Agreemt	1,767.27	1.1%	1,767.27	1.1%
522 · Equip Repair/Replacemt/Maintnce	33.00	0.0%	33.00	0.0%
525 · Utilities/Electric	1,252.34	0.8%	1,252.34	0.8%
528 · Computer Services/Maintenance	1,163.88	0.7%	1,163.88	0.7%
Total 517 · Office Operating Expenses	12,228.87	7.8%	12,228.87	7.8%
530 · Program Expenses				
539 · Advertising/Promotions	10,215.00	6.5%	10,215.00	6.5%
540 · Miscellaneous Expenses	13,240.00	8.5%	13,240.00	8.5%
541 · Travel	538.20	0.3%	538.20	0.3%
543 · Dues & Subscriptions	350.00	0.2%	350.00	0.2%
Total 530 · Program Expenses	24,343.20	15.6%	24,343.20	15.6%
Total Expense	205,297.53	131.6%	205,297.53	131.6%
Net Income	-49,243.65	-31.6%	-49,243.65	-31.6%