

ADD ON

AGENDA	
Section	New Business
Item No.	VI D 1

Meeting Date
November 17, 2015



AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval Re: Permission to advertise a proposed historic property tax exemption ordinance for J.R. Field Homestead, also known as Field Manor, located in Merritt Island – District 2 (Fiscal Impact: depends on the exemption provided, but overall minimal).
DEPT/OFFICE:	County Attorney's Office

Requested Action:

It is requested that the Board of County Commissioners authorize the advertisement of a proposed historic property tax exemption ordinance for Field Manor.

Summary Explanation & Background:

Field Manor is a 43-acre property located at 750 Field Manor Drive in Merritt Island, FL. The property is owned and operated by the Field Manor Foundation.

In 1997, the property was added to the National Register of Historic Places, meaning the property is nationally recognized for its significance in American history, culture, archaeology, architecture, and/or engineering. Today, the Field Manor Foundation is developing quality services and programs that educate the community, revitalizing the property's citrus and fruit growing capabilities, and providing a local venue for the public to enjoy the historical significance and natural aesthetic value of the property, which is situated along 300 feet of the Indian River Lagoon. More generally, the purpose of the property is to be made open to the public as a house museum, working citrus farm, educational and historic destination, and for associated goals and uses on a regular basis and to further social, cultural, and historic viability.


However, the property lost its non-profit tax exempt status during a transitional period for the organization and, as a result, is now responsible for a significant amount of ad valorem taxes for a non-profit of its size. For 2015-16, Field Manor is liable to pay around \$19,000 in ad valorem taxes, and the Field Manor Foundation states it will not be able to continue to operate the property with such a tax burden and might have to sell the house to cover its tax burden. In order to avoid this, a historic property tax exemption, while limited in scope, would provide some level of tax relief for Field Manor.

Fiscal impact: Depends on the exemption provided by the Board of County Commissioners, but overall would be minimal. More details can be provided after staff meets with the organization on November 16, 2015, however, as the tax abatement ordinances have pressing deadlines this initial request to advertise in advance is being made.

Clerk to the Board Instructions: Return Board Approval Letter to Department

Exhibits Attached: Copy of Public Notice; Copy of Field Manor's Strategic Plan; Copy of 2015-16 property tax bill for Field Manor; Memo on the two ordinance options available to Field Manor.

Contract /Agreement (If attached):	Reviewed by County Attorney	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
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County Manager	Assistant County Manager,	COUNTY ATTORNEY 
Stockton Whitten		



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

November 18, 2015

MEMORANDUM

TO: Scott Knox, County Attorney

RE: Item VI.D.I., Permission to Advertise for the Proposed Historic Property Tax Exemption Ordinance for J.R. Field Homestead, Also Known As Field Manor, Merritt Island

The Board of County Commissioners, in regular session on November 17, 2015, granted permission to advertise for the proposed historic property tax exemption ordinance for J.R. Field Homestead, also known as Field Manor.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

PUBLIC NOTICE
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

As provided in Section 125.66(2) of the Florida Statutes, notice is hereby given that the Board of County Commissioners will hold a public meeting at 9:00 a.m. on December 1, 2015, at the Brevard County Government Center Board Room, Building C, 2725 Judge Fran Jamieson Way, Viera, Florida to consider adoption of an ordinance titled:

“AN ORDINANCE OF THE BREVARD COUNTY BOARD OF COUNTY
COMMISSIONERS PROVIDING A HISTORIC PROPERTY TAX
EXEMPTION ORDINANCE FOR J.R. FIELD HOMESTEAD, ALSO KNOWN
AS FIELD MANOR. PROVIDING FOR SEVERABILITY; PROVIDING FOR
AN EFFECTIVE DATE.”

Field Manor is a historic site located in Merritt Island, FL.

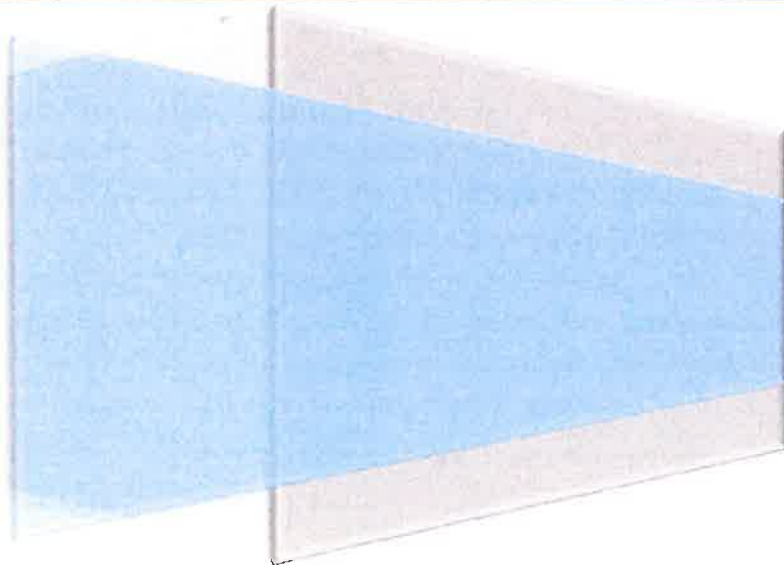
In accordance with the Americans with Disabilities Act and Section 286.26 of the Florida Statutes, persons needing special accommodations or an interpreter to participate in the proceedings, please notify the County Attorney’s Office at 321-633-2090 no later than 48 hours prior to the meeting.

Persons seeking to preserve a verbatim transcript of the record meeting must make those arrangements at their own expense.



Field Manor Foundation Strategic Plan

**The Grove at Field Manor:
A Dream in the Making**



**August
2015**

The Grove at Field Manor: A Dream in the Making

To ensure that we make the best use of the resources entrusted to us by the estate of the late Alma Clyde Field, we have embarked on a process to interpret our vision and select a strategic direction. We are on the threshold of creating something innovative and exciting for our community and state, by preserving the heritage of Merritt Island, its agrarian past and sharing these resources with others.

To guide this process, we solicited input from a broad range of individuals, organizations and community leadership. The feedback was supportive and encouraging. As in any new venture and undertaking, the challenges are significant and there are many interlocking pieces. Critical choices must be made.

The road ahead will have many twists and turns as new ideas and opportunities are presented. This strategic plan presents an overview of discussions and ideas to date along with recommendations that will guide us as we create a clear blueprint for our future. At its core is the idea to build consensus and a focused direction for the year ahead.

Field Manor Foundation
Strategic Plan
FIRST DRAFT
2015

A Vision for the Future: The Grove at Field Manor

Field Manor will be a living, working agricultural museum depicting the settlement of Merritt Island, Florida, in the late 19th century. It will showcase the history and achievements of citrus farmers along the Indian River and their contributions to the economic growth and development of Central Florida

Mission Statement

The purpose of Field Manor Foundation is to provide for the ownership, continued restoration, maintenance and operation of Field Manor as a working citrus farm and farmstead and to make Field Manor available to the public as a house museum, working citrus farm, educational and historic destination, and tourist destination and for associated goals and uses on a regular basis and to further social, cultural and historic viability of these goals, for the future of the property, and for all other charitable and educational purposes.

Our Strengths

- Land: 43 acres of farm land, debt free
- River frontage: 300 feet on the Indian River Lagoon, a diverse shallow-water estuary stretching across 40 percent of Florida's east coast
- Existing dockage on river (*permit grandfathered in, no permission required for repairs*)
- Planted Citrus groves, many young trees
- Newly-launched partnership with USDA for new citrus cultivar planting
- National Register 1880's farm home and grove in fair condition
- Investment dollars approx. \$1.9 million
- No financial indebtedness
- 1900-vintage Citrus Packing Shed and original equipment
- Prime location in community, near growing markets, including Port Canaveral with bustling cruise passenger business and nationally respected cruise lines, including Disney, Norwegian, Carnival
- Proximity and easy access to major transportation artery, SR 528
- Educational partnership with UCF and others for riverfront oyster bed restoration program
- Extensive historical research materials on property and surrounding community
- Not-for profit designation of facilities and land

- Participating in USDA Tree Assistance Program (TAP) for citrus groves
- Bylaws and solid governing structure established and functioning
- Strong, involved and committed volunteer Board of Directors
- Volunteer commitment from local Landscape Architect to provide landscape planting plan for property, including entryway and riverfront areas around historic home.

Our Weaknesses

- Little income from property and farming operation
- Citrus groves suffering from poor management practices and diseases, including Citrus Greening
- Significant acreage of farm land sitting fallow
- Lack of full-time experienced farm manager to supervise grove team and promote good farm management practices
- Entrance to property not well defined and perimeter not secured
- No strong link to an education resource (college of university) to develop museum education programs.
- Aging and outdated farm equipment with high maintenance and leasing costs
- Repairs and upkeep lacking on historic home and packing house facility
- Dirt road to property in need of repair and fill
- Operating income from all facets of operation derived solely from investment income
- Investment principal currently funding 16% of annual operations (*approx. \$30,000*)

Threats

- Stock market volatility could greatly impact investment returns being used to fund operations.
- Not-for-profit tax exemption currently being questioned by county property tax assessor
- Adjacent subdivision north of property, currently in court litigation, if approved for housing development could negatively impact our property: construction debris, more nearby residents with easy access to FM, drainage issues.

Our Opportunities

- Developing quality services and programs that educate and enrich our community's knowledge of the history, development and achievements of early settlers.
- Expanding our visibility in the community to gain understanding of the historical resources offered
- As a public charity, there is an opportunity to develop a solid fund raising strategy to engage our community in the work we are doing. Could result in additional partnerships and dollars to fund operating expenses and to protect and grow property assets, along with attracting volunteers
- Preparing for ways to generate revenue to stabilize our finances and keep our principal intact for future.

Planning for the Future:

To take additional steps toward realizing the vision for Field Manor, while building opportunities for the future and protecting our assets, our number one need is stronger financial footing and the development of an income stream. It's imperative to identify and develop other financial resources to fund our annual operating budget and build and maintain staff and facilities. Continuing to use our investment principal is not prudent and cannot sustain a future we envision. (*see addendum #1*)

In assessing the possibilities for creating a sustaining and dependable cash income stream, we have looked at and will continue to evaluate these areas:

- Agricultural Income
- Land Use Rentals & Leasing
- Partnerships in Education & Business
- Asset Sales
- Hosting Special fee-based events, including weddings, cultural, tourism & recreational activities
- Public Philanthropy – Fundraising
- A Public/Private Grants Program

Findings and Recommendations in each area:

- a.) **Agricultural Income:** Tax records from 1980 indicate there were 3,550 citrus trees in production on our grove property—a peak period of grove productivity. Citrus canker, greening, water issues, and poor management over those 35 plus years have resulted in the loss of about 90 % of these trees. Today, income from the grove is almost non-existent. We have been working steadily to replant. Last year, we purchased and planted 109 citrus, in addition to a few other fruit trees in an effort to experiment with diversification. These included Surinam Cherry, Papaya, and Guava. Another 200 citrus cultivars have been planted this year through our affiliation with the USDA's Agriculture Research Service in Ft. Pierce. Additionally, we received recent notice from another USDA program—the Tree Assistance Program (TAP) that our groves qualify for a special compensation program they launched to aid growers who have suffered severe grove losses. USDA will compensate growers for new trees planted since 2011, based on a formula that combines tree cost, planting and care. This gives us the option to defray our cost to purchase and plant up to 2,074 citrus trees within the next two years. Our commitment at the moment is to fully plant one-about one-third of the grove in citrus, to include the areas north and south of the Manor House and eastward on both sides of the road ending at the slough. There are also some ornamental trees on our property, including pecan, banana, pear, figs as well as grape vines, blackberry and sugar cane. We have experimented with vegetables this year as well. The citrus and fruit growing on our property truly reflect what pioneers would have planted here in order to feed their family. This is consistent with the agriculture piece of our mission. However, the realization of revenue from agricultural production, even if conditions are favorable, is still ahead of us.

About 65 per cent of our annual operating budget is allocated to grove salaries, equipment and care. We are lacking knowledgeable, trained agricultural workers. Most of the training has been on the job. While our grove manager has 20-years plus experience in citrus management, he is not full time and has no training in other areas of agriculture. Expanding our farming operation further, will take experienced leadership.

Strategy: While clearly not a short term source of income, as we move forward agriculture production deserves further research and study to enable us to clarify our strategy.

- b.) **Land Use Rental & Leasing:** Renting, leasing or selling some of our land holdings are available options that could produce annual revenue and enhance financial assets to fund our vision and mission. Finding a partner whose work aligned with our vision for Field Manor would be an ideal scenario. One such opportunity we received this year is from R & B Organics, a field crop grower in Melbourne who sells produce through local and central Florida Farmer's Markets. The lease he had on his current seven acres of land was set to expire and he was looking for new opportunities. A couple of our board members, Frank Sullivan and Mike Thomas, visited his operation along with our executive director, and evaluated his proposal for a farming operation at Field Manor. Among his ideas were to lease 10 acres for his field crop business, and advise us on crop plantings of our own in other areas of the property, including establishing a "corn maze" or pumpkin patch that would appeal to tourists. He also would make all his farm equipment available for our use, which includes five tractors, bush hog, mowers, sprayers, water tanks and other farm rigs. He requested a five year land lease and was willing to pay \$30 per acre annual for land rental. His offer is still being evaluated. One drawback of it is the annual land rental offered will not generate significant revenue. However, the cost savings that would come with access to his equipment and management skills could be a favorable aspect.

There could be other land lease options that may be more profitable. Continued research and discussions with area leaders and developers will be helpful in identifying them. If we are unable to find a partnership that aligns with our mission, and revenue generation is determined to be a key point of our strategy, it may be necessary to look at other options. For example, a current trend with developers in our area that appears to be lucrative is to utilize their undeveloped land for "Cruise Parking." Literally thousands of cruise passengers at nearby Port Canaveral turn over weekly for three, four and seven day cruises, with parking fees ranging from \$10 on \$20 per vehicle.

Strategy: Negotiate improved leasing contract with offer on table or aggressively look into other land leasing options, with board assistance in contacting community leadership, area developers and realtors who specialize in this business. Revenue producing opportunities exist but are difficult to project based on so many unknowns.

- c.) **Partnerships in Education & Business:** To realize the vision of Field Manor as a museum of historical consequence, it's vital to have partners and/or partnerships in education. They can create and enhance the museum's credibility and outreach in many ways, providing expertise, energy, creativity, research and sense of purpose in ways not even yet envisioned. Additionally, they can strengthen ties to our community and offer high visibility that stimulates other involvements, such as connections to the local business and civic community, and governmental agencies local, state and national. In many instances they can provide free services that we would typically have to pay to provide.

Two areas of our mission specifically stand out as prime areas for educational collaborations: farming and history. On-going work in this area has included conversations with officials at Central Florida State University's Department of History, and the president of our local college, Eastern Florida State College. UCF appears most promising as a collaborator due to its extensive department of history and research. Field Manor already has established a partnership with one of the departments at UCF for our Oyster Bed Restoration Program. It is with the Department of

Biology, which is headed by UCF's Dr. Linda Walters, a national- known biologist. Dr. Walters has agreed to speak to her UCF colleagues in other related departments regarding Field Manor to see if they have any interest in discussing opportunities with us. We have sent her the short video on what's going on at the Manor and Groves to share with them.

Another educational contact being explored is with Florida Southern College in Lakeland. The college seems a natural fit for us—it has the nation's only bachelor's degree program in citrus, taught by respected industry leaders. The program provides "The perfect combination of hands-on experiences, both on campus and off, and broad-based education as well as the industry connections graduates need to excel."

The head of the program is Dr. Malcolm Manners, an internationally recognized instructor, has agreed to come to Field Manor in August to meet with our foundation president and executive director and to see our operation. We are anxious to get his thoughts and ideas regarding our project, and explore opportunities to work together in many ways, including student internships.

On the local front, there may be opportunities for local school children to use Field Manor and Groves in educational endeavors. More effort and time should be directed to this effort, with board members using all their connections to guide us.

Strategy: Developing our property as a living museum means we should be inextricably intertwined with educational partners at all levels, from school children to post graduate students. While there appear to be few immediate financial opportunities, careful study and further research could lead to grant and funding projects that would provide future revenues for advancing programs and services for our living museum.

- d.) **Asset Sales:** Sales of land and property assets could be considered as an immediate or long-term step to realize revenues to support operations at Field Manor. This could include certain areas of land that, after more study, could be deemed not necessary to the vision and goals set for our living museum project. Land in the immediate area is selling for \$40,000 to \$65,000 for vacant lots with no river frontage. The value goes up the closer the property is to water and the river. A certified realtor would need to be retained to provide expertise and guidance for further investigation of this option.

Strategy: Clearly a tool for cash infusion. However, once land and property is sold off this will diminish the value and potential for our vision of the property. As we are in the early years of planning a future for Field Manor, this is not a strategy to be considered at this time.

- e.) **Hosting Special fee-based events, including Weddings, Cultural, and Tourism & Recreational Activities:** Special events can be an immediate activity for raising money. Highly used by not-for-profit groups, where they take on special importance and value when a portion of the proceeds benefit a popular cause or interest. They can be relatively easy to conceptualize, but the myriad of details it takes to do them well and profitable bears careful review and planning.

With its beautiful riverfront location and 1880s vintage home, Field Manor provides an ideal location for tapping into the trend for outdoor and vintage wedding locations. Another appealing aspect of wedding hosting -- couples will pay more for their ideal location than most any other special event activity. Statistics show that the average cost of a wedding in the U.S. now exceeds \$31,000 for everything.

While it's obvious that weddings have little in common with our vision for a "living, working agricultural museum," hosting and promoting them and other fee-based events will be one way to raise funds to support the on-going work of other areas of Field Manor. Revenue can be derived not only from our location fee, but by assessing a percentage on vendors who provide services for the event, including food vendors, designers, florists, photographers, and other service providers. It's estimated that we can net from \$1,500 to \$3,500 per wedding, depending on the event size and extent of services provided. A visit to a similar venue in South Brevard County near Grant-Valkaria, revealed that they net \$7,500 per wedding. Their business is exclusively weddings. Their facilities are extensive, and include a "Boat House" designed and constructed for indoor gala wedding affairs that include sit down dinners and cocktail facilities.

To prepare the Manor House and property for a wedding and event venue, a few property updates and improvements are planned that were recommended to us by Landscape Architect Susan Hall, who has been volunteering her expertise. They include: adding a brick border to the front sidewalk of the Manor House to expand it for a larger "Bridal Walk," enhancing the front yard landscaping with some new plantings and rose garden, leveling the lawn area where old swimming pool was located. Mrs. Hall submitted several other items in the first phase of her "Master Plan" for the property. To minimize upfront costs in this new venture, projects selected were kept within budgeted dollars. Initial marketing for our wedding venue, will be via electronic communications, our web site and other free media. We are also consulting with a professional wedding planner to advise us on designing wedding packages, pricing, and recommendations for event vendors such as catering, floral design, valet service, photography and more.

In addition to weddings, other events will be considered on a select basis with the goal of growing this revenue source gradually. We could begin immediately to offer paid tours of the Manor House, but like other home museums in our county, income is limited, and offers little return especially when overhead is factored in. Also, to host larger, more complicated but lucrative affairs, special additions to the property need to be made. These include improving the surface to the half a mile dirt drive into the property and manor home, adding an entry feature with the Field Manor name (designed by Mrs. Hall), reconstruction of our river dock, perimeter screening and fencing of all our property, landscape enhancements, pond bank expansion, and a specially designated parking areas.

Strategy: We are entering the special event venue arena on a gradual basis with limited investment in order to create a revenue source for annual operations. We will begin to market our riverfront property and manor home this fall. Within the first year, we project net income will be upwards of \$20,000.

f.) **Public Philanthropy** : Charitable giving holds strong potential for becoming an important revenue source for both ongoing operations and future capital needs. As a not-for-profit resource existing for the benefit of our community, Field Manor 's vision, mission and purpose hold strong appeal for community participation and giving. While not in the top sector nationally for receiving charitable donations, cultural attractions and the humanities account for 5 % of giving, while education ranks a respectable 15 %. To organize a fundraising effort, it's vital that we clearly relay our goals and vision to our community. We must be clear and transparent, and have our plan well defined and structured. We need a roadmap of where we are going and what we will look like when we get there. Individuals, the largest segment of charitable donors, must feel confident in our board of directors, and our resolve and commitment to follow through on the plans presented. This hold true for recruiting volunteers for our programs or large gift donors.

Our first step should be in creating our "road map" of what we expect our vision to look like through an artist or engineer's rendering of our property and what elements it will contain.

We need a ball park figure of what the projected cost could be of this vision.

Included should be any structures or buildings we foresee that at some point we would want included as a feature of our agricultural museum . Thoughts and assessment to date include:

- Visitor Center
- Packing House Museum (*to contain displays, citrus history, etc.*)
- Reconstructing the property's original Sugar Cane Mill
- Various vegetable fields illustrating crop grown on the property in the late 19th century
- Irrigation & Pump House & Station
- A large, enclosed barn (*there was one original to the property*) for indoor classes and demonstrations, events and community functions.
- Camping areas for kids with facilities for eating, cooking, restroom facilities
- A river dock facility (*noted earlier*)

The details on our site plan or "road map" of the vision for Field Manor will be our guide for structuring a diversified "Development Plan" for public philanthropy. It will enable us to build the infrastructure to target and define what groups and individuals have an affinity for our programs, which will become our target audience for donor cultivation and solicitation. Also envisioned as part of this effort, is creating a structure for annual donors to participate in various "affinity groups" also called "Friends Of" that would include "Members of Field Manor," for our manor home, citrus production, farming operations, museum club and much more. Separate membership packages would be created for school children, families, businesses and others. The Development Plan will further detail the notion of keeping and sustaining donors, and what it will take to create a Culture of Fundraising in all we do at Field Manor, including board member participation and involvement.

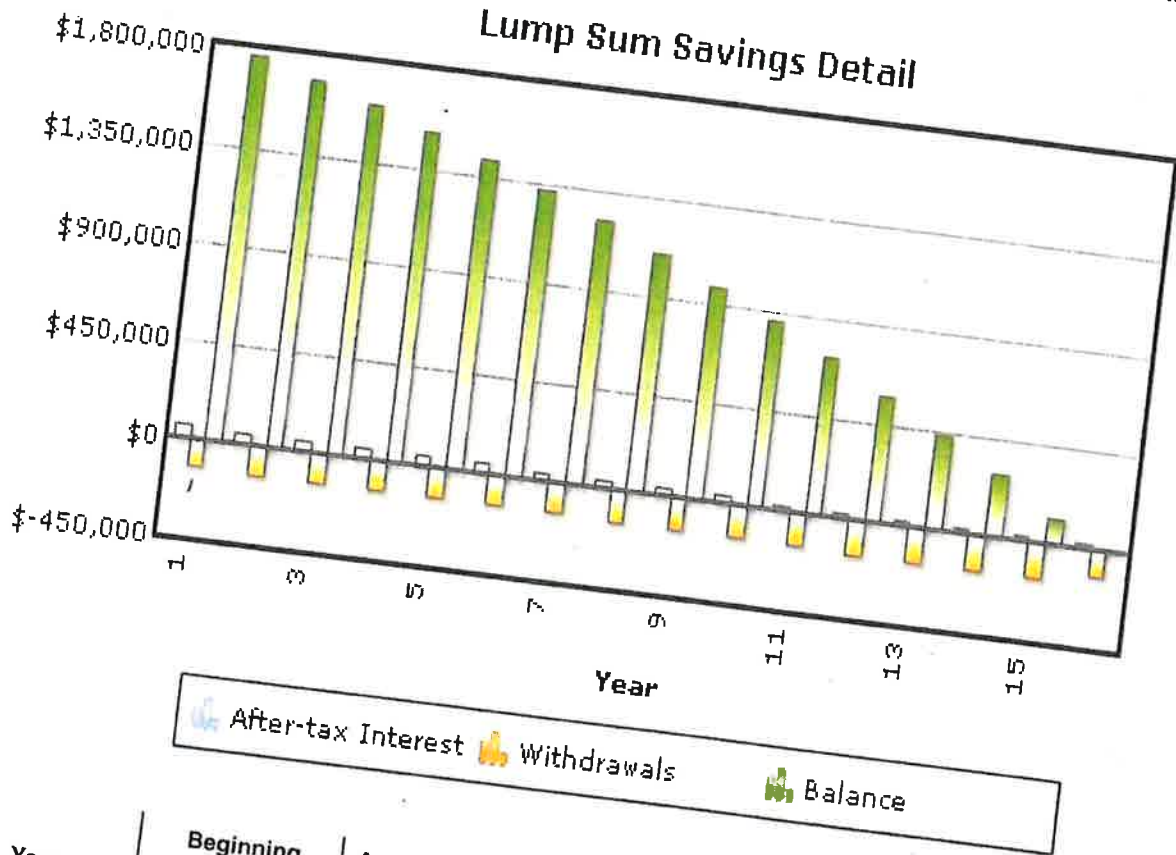
Strategy: Define and interpret what elements of our vision will be included in a site plan for Field Manor and have it professionally drafted. It will provide direction and impetus for creating a development or fundraising plan for public philanthropy and building a Culture of Philanthropy in our not-for-profit organization.

g.) **Public/Private Grants Program:** There are grants for nearly every kind of not-for-profit need, with millions of dollars awarded annually through them. But they should be viewed as a temporary source of funding, as that those funds are not sustainable and may go away at any time. Applying for grants is not simply a process of filling out a simple form—many funders require esoteric research, detailed facts, organizational history and demographic data that is challenging for small non-profits to organize. They also look at budgeting and expenses, financial statements, board composition and involvement, bylaws and governance, and strategic plans. The process demands complete transparency. Regardless, grant writing should be part of our mix of potential funding sources. Some research has been done in this area, with the assistance of the Brevard Cultural Alliance. The BCA has shared Florida state government agency sources for funding that are part of the 2016 Cultural Facilities Program within the Florida Council on Arts and Culture, a division of the Florida Department of State. Some of these grants require a matching commitment or irrevocable pledges to the requesting not-for-profit, so a careful analysis is critical before grant submission.

Private sector grants also hold potential for support. Opportunities in this area should be explored in a carefully measured approach, due to limited staffing. There are national grant-writing companies for contract that may be a viable option and should be looked into and evaluated.

Strategy: These grants should be vigorously pursued in the year ahead, with other potential grant funding sources researched going forward. A reasonable goal for grant funding would be between 10 to 20 percent of operational budget within five years.

The Foundation money will last approximately 15.8 years with systematic withdrawals totaling \$2,347,159. (Adjusted for the time value of money)



Year	Beginning Balance	Annual Interest @ 3%	Taxes @ 0%	Withdrawals	Ending Balance
1	\$1,850,000				
2	1,773,415	\$54,458	\$0	-\$131,044	\$1,773,415
3	1,692,156	52,097	0	-133,356	1,692,156
4	1,606,041	49,593	0	-135,708	1,606,041
5	1,514,879	46,941	0	-138,102	1,514,879
6	1,418,475	44,134	0	-140,538	1,418,475
7	1,316,625	41,168	0	-143,018	1,316,625
8	1,209,119	38,035	0	-145,541	1,209,119
9	1,095,741	34,729	0	-148,108	1,095,741
10	976,265	31,245	0	-150,721	976,265
11	850,459	27,574	0	-153,380	850,459
12	718,084	23,710	0	-156,085	718,084
13	578,891	19,646	0	-158,839	578,891
14	432,623	15,373	0	-161,641	432,623
15	279,016	10,885	0	-164,493	279,016
16	\$117,794	6,173	0	-167,394	117,794
		\$1,398	\$0		

LISA CULLEN, CFC
BREVARD COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
 2015 REAL ESTATE

TAX ACCOUNT NUMBER	ESCROW CD	MILLAGE CODE
2413189		2200

Pay your taxes online at www.brevardtc.com

FIELD MANOR INC
 P O BOX 000843
 COCOA, FL 32923-0843

24 361500 7
 750 FIELD MANOR DR
 MERRITT ISLAND
 S 1/2 OF N 1/2 EX N 630 FT, DB 53
 PG 269,ORB 1524 PG 2
 See Additional Legal on Tax Roll

AD VALOREM TAXES						
TAXING AUTHORITY	MILLAGE RATE	ASSESSED VALUE	EXEMPTION	TAXABLE VALUE	TAXES LEVIED	
COUNTY GENERAL FUND	4.5497	1,151,980	0	1,151,980	5,241.16	
BREVARD LIBRARY DISTRICT	0.5555	1,151,980	0	1,151,980	639.92	
BREVARD MOSQUITO CONTROL	0.1995	1,151,980	0	1,151,980	229.82	
TI-CO AIRPORT AUTHORITY	0.0000		0	0	0.00	
SCHOOL - BY STATE LAW	5.0270	1,151,980	0	1,151,980	5,791.00	
SCHOOL - BY LOCAL BOARD	0.7480	1,151,980	0	1,151,980	861.68	
SCHOOL - CAPITAL OUTLAY	1.5000	1,151,980	0	1,151,980	1,727.97	
FIRE CONTROL MSTU	0.7580	1,151,980	0	1,151,980	873.20	
LAW ENFORCEMENT MSTU	1.2691	1,151,980	0	1,151,980	1,461.98	
ROAD & BRIDGE DIST 2 MSTU	0.2874	1,151,980	0	1,151,980	331.08	
M I REC DIST 2 MSTU 2001-2020	0.1588	1,151,980	0	1,151,980	182.93	
ST JOHNS RIVER WATER MGMT DST	0.3023	1,151,980	0	1,151,980	348.24	
FLA INLAND NAVIGATION DIST	0.0320	1,151,980	0	1,151,980	36.86	
MERRITT ISLAND LIBRARY - MAINT	0.0919	1,151,980	0	1,151,980	105.87	
ENV END LD/WTR LTD 05-24	0.0543	1,151,980	0	1,151,980	62.55	
ENV END LD/WTR LTD(DBTP) 05-24	0.1102	1,151,980	0	1,151,980	126.95	
M I REC D 2 MSTU (DBTP) 01-20	0.6412	1,151,980	0	1,151,980	738.65	
TOTAL MILLAGE					AD VALOREM TAXES	\$18,759.86

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
156 SOLID WASTE COLLECTION		256.42
158 SOLID WASTE DISPOSAL		114.00
160 STORMWATER DIST 2		52.00
166 FIRE SP ASSESSMENT - COUNTY		130.73

PAY ONLY ONE AMOUNT IN BOXES BELOW NON-AD VALOREM ASSESSMENTS **\$553.15**

If Paid By	Nov 30, 2015	Dec 31, 2015	Jan 31, 2016	Feb 29, 2016	Mar 31, 2016
Please Pay	\$18,540.49	\$18,733.62	\$18,926.75	\$19,119.88	\$19,313.01

LISA CULLEN, CFC
BREVARD COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
 2015 REAL ESTATE

TAX ACCOUNT NUMBER	ESCROW CD	MILLAGE CODE
2413189		2200

Pay your taxes online at www.brevardtc.com

RETURN
WITH
PAYMENT

FIELD MANOR INC
 P O BOX 000843
 COCOA, FL 32923-0843

24 361500 7
 750 FIELD MANOR DR
 MERRITT ISLAND
 S 1/2 OF N 1/2 EX N 630 FT, DB 53
 PG 269,ORB 1524 PG 2
 See Additional Legal on Tax Roll

PLEASE PAY IN U.S. FUNDS THROUGH U.S. BANK TO BREVARD COUNTY TAX COLLECTOR, PO BOX 2500, TITUSVILLE, FL 32781-2500

If Paid By	Nov 30, 2015	Dec 31, 2015	Jan 31, 2016	Feb 29, 2016	Mar 31, 2016
Please Pay	\$18,540.49	\$18,733.62	\$18,926.75	\$19,119.88	\$19,313.01

Field Manor – Property Tax Reduction Options

There are two solutions available for Field Manor to reduce its ad valorem tax, or property tax, liability in light of losing its non-profit tax exempt status. Below are descriptions of the two potential options that can benefit Field Manor as it relates to property tax.

Option #1: Tax exemption (up to 50%) for historic property used for certain commercial or nonprofit purposes

The first option is for the Board of County Commissioners to adopt an ordinance pursuant to Fla. Stat. 196.1961. Under this statute, an ordinance needs to be enacted that would provide up to a 50 percent reduction in property tax to historic properties which meet all of the following criteria:

1. The property must be used for commercial purposes or used by a not-for-profit organization under s. 501(c)(3) or (6) of the Internal Revenue code of 1986;
2. The property must be listed in the National Register of Historic Places, a contributing property to a National Register Historic District, or designated as a historic property or as a contributing property to a historic district, under the terms of a local preservation ordinance; and
3. The property is regularly open to the public, which means a minimum of 40 hours per week, for 45 weeks per year, or an equivalent of 1,800 hours per year.

Field Manor is already listed in the National Register of Historic Places, so the two obstacles that need to be addressed are the commercial use of the property and hours of operation. Field Manor lost its non-profit status so participating in commercial purposes is the only way for it to receive the exemption. Furthermore, only portions of Field Manor used predominantly for commercial purposes would be exempted since incidental commercial use of property does not justify an exemption. Second, and more easily addressed, is the hourly requirements making the property open to the public for a certain number of hours. In terms of procedure, the Board of County Commissioners would first need to adopt the ordinance and notify the county property appraiser of the ordinance by December 1 of the year prior to the year the exemption will take effect.

For Field Manor to receive and retain the benefit of a tax exemption under Fla. Stat. 196.1961, the following events must take place:

- 1) The Board of County Commissioners needs to adopt the ordinance and make it effective for 2016;
- 2) The Board of County Commissioners needs to notify the property appraiser of the adoption of such ordinance no later than December 1, 2015;

- 3) Field Manor would need to satisfy the three requirements (commercial purpose of property; listed on National register; and open to public for 1,800 hours/year); and,
- 4) The historic character of the property must be maintained in good repair and condition to the extent necessary to preserve.

As an aside, Field Manor would be allowed to charge an entrance fee comparable to those charged in the immediate geographic locale.

Option #2: Tax exemption (up to 100%) applied only on improvements made to historic properties requiring approval from a historic preservation entity

Field Manor can receive another property tax exemption pursuant to Fla. Stat. 196.1997. The Board of County Commissioners may authorize an ad valorem tax exemption of up to 100 percent of the assessed value of all improvements to historic properties resulting from the restoration, rehabilitation, or renovation of such properties. The exemption would only apply to improvements to real property that were made on or after the day the ordinance authorizing the tax exemption is adopted. In determining what historic properties are to receive the exemption, the Board of County Commissioners shall designate the type and location of the historic property for which exemptions may be granted.

For example, the Board of County Commissioners has the power to determine what characteristics properties receiving the exemption must possess, including, among other things, being listed on the National Register or located within a particular geographic area. Field Manor is in a good starting position to receive an exemption because it is already listed in the National Register of Historic Places and only has to worry about the county imposing property tax. If it chooses, the Board can use the ordinance to specifically exempt Field Manor, allowing for up to 10 years of tax exemptions on improvements. However, in order to maintain the exemption throughout the entire exemption period, Field Manor will need to maintain the historic character of the property and the improvements which qualified the property for an exemption.

REQUIRED AGREEMENT

A qualifying property owner wanting to receive an exemption must enter into a binding agreement with the Board of County Commissioners. The agreement is binding on the property owner, transferees, and their heirs, successors, or assigns. This agreement is used to make sure that the character of the property, and the qualifying improvements, are maintained during the period of exemption. Any violation of the agreement will result in the property owner being subjected to pay taxes and interest on such payments.

APPLICATION PROCESS

For entities that desire the tax exemption for improvements to a historic property, an application must be filed with the Board of County Commissioners in the year the exemption is desired to

take effect. The Board will designate a local historic preservation office that is approved and certified by the Department of State or the Division of Historical Resources of the Department of State to review applications and determine if the exemption should be granted or denied. These recommendations are then returned to the applicant and the Board before final consideration. The application must contain:

1. The name of the property owner and location of the historic property;
2. A description of improvements to the property which an exemption is requested and the date of commencement of construction of such improvements, which needs to have been started ON or AFTER the ordinance is passed;
3. Proof, to the satisfaction of an approved and certified local historic preservation office or the Division of Historical Resources, that the property is a historic property;
4. Proof, to the satisfaction of a local historic preservation office approved and certified by the Florida Department of State or the Division of Historical Resources, that the alterations will be consistent with the United States Secretary of Interior's Standards for Rehabilitation;¹ and
5. Other information deemed necessary by the Florida Department of State.

The Board then sends the application to the county property appraiser to determine, for each year during which the ordinance is in effect, both the total taxable value of all property and the total exempted value of all property approved to receive the historic preservation ad valorem tax exemption. If the Board of County Commissioners approves an application by a majority vote the exemption will take effect on the January 1 following substantial completion of the improvements, which need to be completed in accordance with the Standards of Rehabilitation and follow guidelines and rules adopted by the Division of Historical Resources or the local historic preservation office.

Conclusion

As it stands now, Field Manor is not capable of receiving full tax exempt status. However, there are two options available that can supply some level of tax relief. Under both circumstances, the Board of County Commissioners is in position to adopt ordinances that will allow properties like Field Manor to utilize their historic status to minimize property tax liability. One ordinance can provide Field Manor with an exemption of up to 100 percent of the assessed value of all improvements to historic properties resulting from the restoration, rehabilitation, or renovation of such properties. The other ordinance will allow Field Manor to receive a 50 percent reduction in ad valorem tax on property it uses for commercial purposes. While the Board has a significant role in both scenarios, in order for Field Manor to continue to exist it will need to take steps to balance its mission and objectives with the ability to operate under the existing statutory framework.

¹Secretary of the Interior Standards of Rehabilitation, 36 C.F.R. 67.7, *available at*: <http://www.nps.gov/tps/tax-incentives/taxdocs/36cfr67.pdf>.