



# POLK COUNTY ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION

## Guidelines & Application

The **Polk County Economic Development Ad Valorem Tax Exemption** (“**Exemption**”) is an exemption of taxes to encourage quality job growth in targeted high value added businesses. The exemption was implemented to support economic growth and enhance the county’s ability to be competitive. The Exemption was designed to encourage new business development and retain local business with planned expansions.

### **ELIGIBILITY: The company must:**

- Be a [Qualified Targeted Industry](#) (QTI) as defined by Enterprise Florida.
- Create at least 10 net, new full time jobs.
- Pay an [average annual wage](#) that is at least 115% of Polk County’s average annual wage (average annual wage includes overtime and bonus, but not benefits). 115% of the average annual wage is \$42,087 or \$20.23 per hour (2014). *\*Currently manufacturing projects are eligible to receive a waiver of the average wage requirement as authorized by s 288.106(4)1.b Florida Statutes; this allows an average annual wage which is at least 100% but less than 115%. The average annual wage changes annually, January 1<sup>st</sup>.*
- Improvements to real property made before an exemption is granted by Ordinance adopted by the BoCC will not be eligible for exemption.

### **APPLICATION PROCESS:**

- Completed applications should be submitted to the Polk County Manager or his designee Jim DeGennaro, Community Development Manager at the Neil Combee Administration Building, 330 West Church Street, P.O. Box 9005, Drawer CA01, Bartow, FL 33831-9005.
- The application must include a letter of recommendation from the Central Florida Development Council or your local economic development council.
- The County Manager’s Office will review the application for completeness and will promptly deliver a copy to the Polk County Property Appraiser for review. Once the Property Appraiser’s office has reviewed the application, they will provide a report to the County Manager/ Board of County Commissioners (BoCC).

To view the ordinance (#2013-017) which includes: the enactment authority, definitions, establishment of the ad valorem exemption and more, [click here](#).

- A public hearing will be scheduled before the BoCC no later than forty-five (45) days of receipt of the Property Appraiser's report.
- No fees will be charged for processing the application or an exemption ordinance adopted by the BoCC.

**APPROVAL PROCESS:**

- The Polk County Board of County Commissioners (BoCC) has final approval of all projects.
- The Property Appraiser's office and the BoCC will make every effort to expedite the process to meet the applicant's schedule and will take no more than forty-five (45) days to evaluate a completed application.

<b>MANUFACTURING/EZ &amp; BROWNFIELD</b>			
<b>Jobs</b>	<b>Average Wage</b>	<b>Years</b>	<b>Abatement</b>
10	100%	3	25%
25	100%	3	50%
100	100%	3	75%
300	100%	3	100%
<b>QUALIFIED TARGETED INDUSTRY (QTI)</b>			
<b>Jobs</b>	<b>Average Wage</b>	<b>Years</b>	<b>Abatement</b>
10	115%	5	25%
25	115%	5	50%
100	115%	5	75%
300	115%	5	100%
<b>Jobs</b>	<b>Average Wage</b>	<b>Years</b>	<b>Abatement</b>
10	115% + \$5 million Capital Investment	7	25%
25	115% + \$5 million Capital Investment	7	50%
100	115% + \$5 million Capital Investment	7	75%
300	115% + \$5 million Capital Investment	7	100%
<b>Jobs</b>	<b>Average Wage</b>	<b>Years</b>	<b>Abatement</b>
10	115% + \$10 million Capital Investment	10	25%
25	115% + \$10 million Capital Investment	10	50%
100	115% + \$10 million Capital Investment	10	75%
300	115% + \$10 million Capital Investment	10	100%

**EXEMPTION CRITERIA:**

In making its determination as to whether to grant an exemption, the BoCC will apply the exemption criteria; provided that the BoCC in its sole and absolute discretion may deviate from the exemption criteria when considering applications from high value business that is in the best interest of Polk County.

Examples:

**Company is approved for a MANUFACTURING exemption and receives a 3 year exemption at 50%**  
 \$12,000,000 (capital investment/or County Property Appraiser's assessment) x .0068665 (millage rate) x .50 exemption = \$41,199 per year.  
 (\$123,597 over 3 years). Assuming 25 jobs are created, this equals to approximately \$4,944 per job.

**Company is approved for an QTI exemption + \$5 million capital investment. They receive a 7 year exemption at 50%**  
 \$5,000,000 (capital investment/or County Property Appraiser's assessment) x .0068665 (millage rate) x .50 exemption = \$17,166.25 per year (\$85,831.25 over 5 years). Assuming 60 jobs are created, this equals approximately \$1,431 per job.

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## POLK COUNTY ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION APPLICATION

- Completed applications should be submitted to the Polk County Manager or his designee Jim DeGennaro, Community Development Manager at the Neil Combee Administration Building, 330 West Church Street, P.O. Box 9005, Drawer CA01, Bartow, FL 33831-9005.

In accordance with Polk County Ordinance No. 2013 – 0000 any business requesting Ad Valorem Tax Exemption must provide the following information to the Polk County Manager's office. The County Manager or his/her designee will review the application for completeness and will promptly deliver a copy to the Polk County Property Appraiser who will also review the completed application and will submit a report to the Polk County Manager's office. The County Manager will present the application to the Board of County Commissioners for approval.

In accordance with the Ordinance and Florida Statutes the following information is required:

1. Complete and submit the Department of Revenue "Economic Development Ad Valorem Property Tax Exemption" Form (DR-418)
2. Attach a copy of Enterprise Florida's General Project Overview (GPO) or a description of the Qualified Targeted Industry business along with all necessary documentation showing eligibility for an exemption.
3. Provide a letter of recommendation for the project from your local economic development council office.
4. The applicant is required to submit an annual renewal statement and an annual report to the Program Administrator on or before March 1 of each year for which the Exemption was granted.

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