

## **LEGISLATIVE FACT SHEET**

DATE: 04/22/25

BT or RC No: BT 25-092  
(Administration & City Council Bills)

SPONSOR: Downtown Investment Authority  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Guy Parola, Director of Operations, DIA

Provide Name: Guy Parola, Director of Operations, DIA

Contact Number: (904) 255-5305

Email Address: [gparola@coj.net](mailto:gparola@coj.net)

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation.

(Minimum of 350 words - Maximum of 1 page.)

The Snyder Building is on the National Register of Historic Buildings and has been designated as a local historic landmark by the City. Construction on the Snyder Memorial Methodist Episcopal Church began in October of 1902, with the first worship service being held December 27, 1903. In the 1910s an addition was constructed, bringing the building area to over 12,000 square feet. As typical of most large buildings in Downtown built immediately after the Great Fire, the Church was constructed of masonry - granite and limestone trims. In the past two decades, several relatively large rehab and preservation projects on the building have been undertaken, each with a focus on life safety and building preservation: An approximately \$430,000 structural repair project focusing on the south and southeast sections of the building, and an approximately \$600,000 project including the installation of a fire suppression system and corresponding infrastructure.

The DIA intends to issue a notice of disposition for this property, to include a plan for full restoration and active use of the property returning it to the tax rolls, with the understanding that further building rehabilitation will require DIA funding participation. The building is located in the heart of the Downtown Core and both City Council and the DIA have expressed that it is a priority to focus on the Core. The incentive is intended to supplant the need for General Fund funding of an incentive to facilitate the private rehabilitation of the building as part of a complete plan for redevelopment and activation. The DIA has proposed an additional \$3,500,000 within the 2025-2026 Combined Northbank Community Redevelopment Area budget, bringing the total potential incentive to \$4,500,000, subject to the DPRP program guidelines and the terms of any disposition award. This number was based on preliminary construction cost estimates for the rehabilitation and assuming DPRP guidelines.

The Snyder Memorial Methodist Episcopal Church is identified within the adopted 2022 Business Investment & Development Strategy and the 2022 Community Redevelopment [Area] Plan (CRA Plan). Within the CRA Plan, Snyder Memorial Methodist Episcopal Church is identified as a Catalyst Site, within Downtown's Core, and is recommended for disposition and reuse.

APPROPRIATION: Total Amount Appropriated: \$1,000,000.00 as follows:  
List the source name and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s):	From:	Amount:
	To:	Amount:
Name of State Funding Source(s):	From:	Amount:
	To:	Amount:
Name of City of Jacksonville Funding Source(s):	From: Riverfront Plaza Restaurant Project - Contingency	Amount: \$1,000,000.00
	To: Synder Memorial Redevelopment Incentive	Amount: \$1,000,000.00
Name of In-Kind Contribution(s):	From:	Amount:
	To:	Amount:
Name & Number of Bond Account(s):	From:	Amount:
	To:	Amount:

**PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:**

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

There is \$1,000,000 in a Contingency Account budgeted for Riverfront Plaza Restaurant Project #010968. Per DIA Board approval via Resolution 2025-04-05, the DIA has requested these funds be instead for establishment of an incentive for continued rehabilitation, effectuated as an incentive to the successful bidder on a property disposition for the Snyder Memorial Methodist Episcopal Church.

**ACTION ITEMS:** Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

**ACTION ITEMS:** Yes

Emergency? ☐

No

☒

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Federal or State  
Mandate? ☐

☒

Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Fiscal Year  
Carryover? ☒

☐

Note: If yes, note must include explanation of all-year subfund carryover language.

		CRA Funds are All-Years	
CIP Amendment?	<input type="checkbox"/>	X	Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.
Contract / Agreement Approval?	<input type="checkbox"/>	X	Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted?
Related RC/BT?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input type="checkbox"/>	X	Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.
Code Exception?	<input type="checkbox"/>	X	Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.
Related Enacted Ordinances?	<input type="checkbox"/>	X	Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper.

ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS:		Yes	No	
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	X	Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?
				<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	X	Attachment: If yes, attach appropriate form(s).
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	X	Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for

### BUSINESS IMPACT ESTIMATE

Pursuant to Section 166.041(4), F.S., the City is required to prepare a Business Impact Estimate for ordinances that are NOT exempt from this requirement. A list of ordinance exemptions are provided below. Please check all exemption boxes that apply to this ordinance. If an exemption is applicable, a Business Impact Estimate IS NOT required.

- ☐  
  
☒  
  
☐

The proposed ordinance is required for compliance with Federal or State law or regulation;

The proposed ordinance relates to the issuance or refinancing of debt;

The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;

The proposed ordinance is an emergency ordinance;

The ordinance relates to procurement; or

The proposed ordinance is enacted to implement the following:

  - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;

If none of the boxes above are checked, then a Business Impact Estimate IS REQUIRED to be prepared by the using agency/office/department and submitted in the MBRC filing packet along with the memorandum request, legislative fact sheet, etc. A Business Impact Estimate form can be found a<https://www.coj.net/departments/finance/budget/mayor-s-budget-review-committee>

Division Chief: Lori Boyer  
(signature)

Date: 5/7/25

Prepared By: [Signature]  
(signature)

Date: 5/7/25

**ADMINISTRATIVE TRANSMITTAL**

To: MBRC, c/o Budget Office, St. James Suite 325

Thru: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

(Name, Job Title, Department)

Phone: 255-5024

E-mail: BNorris@coj.net

From: Lori Boyer, Downtown Investment Authority, CEO

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-5301

E-mail: boyerl@coj.net

Primary Guy Parola, Downtown Investment Authority, Director of Operations

(Name, Job Title, Department)

Phone: 255-5305

E-mail: gparola@coj.net

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5024

E-mail: BNorris@coj.net

**COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL**

To: Mary Staffopoulos, Office of General Counsel, St. James Suite 480  
Phone: 904-255-5062 E-mail: mstaff@coj.net

From: Lori Boyer, CEO of the Downtown Investment Authority  
Initiating Council Member / Independent Agency / Constitutional Officer  
Phone: 904-255-5301 E-mail: boyerl@coj.net

Primary Guy Parola, Director of Operations, Downtown Investment Authority  
(Name, Job Title, Department)  
Phone: 904-255-5301 E-mail: boyerl@coj.net

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
Phone: 255-5024 E-mail: BNorris@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:

Boards Action / Resolution? 

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

Executed DIA Resolution 2025-04-05

**FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED**