

JSEB Monitoring Committee Meeting



Thursday, May 21, 2026, at 2:30 p.m. - 4:30 p.m.
Don Davis Room, 1ST Floor, City Hall, 117 West Duval St

JSEB MONITORING COMMITTEE APPROVED MEETING MINUTES

**May 21, 2026
2:30 p.m.**

Don Davis Room, 1st floor, City Hall

Committee Members:

Mike Zaffaroni, Trade Association Member, Chair: Present
Roderick Myrick, JSEB Contractor Member: Present
Monique Thompson, Citizen Member: Present
Kimano Edwards, Vice Chair: Present
Leslie Campbell, JSEB Contractor Member: Present
Vacant, Non-JSEB Contractor Member: Vacant
The Honorable Council Member Terrance Freeman, Designated Member: Excused

Advisors:

Gregory Grant - JSEB Administrator, GGrant@coj.net: Present
Shannon MacGillis - Office of General Counsel, SMacGillis@coj.net: Present

Staff:

Ivana Gavric, EBO Office, IGavric@coj.net: Present
Greg Pease, EBO Office, gpease@coj.net: Excused

1. **Call to Order:** Chair Zaffaroni convened the meeting at 2:30 p.m.
2. **Roll Call and Verification of Quorum** (4 members): Conducted by Chair; quorum satisfied
3. **Approval of Minutes from prior meeting(s):** Approved past meeting minutes from April 29th ; Motion to approve Minutes: moved by Campbell, 2nd Edwards. Approved past meeting minutes from special meeting on May 1st ; Motion to approve Minutes: moved by Campbell, 2nd Thompson.
4. **Call for Public Speakers:** John Nooney; approached to discuss public comments, official minutes, Ethics Commission, official maps, bill numbers 2026-024, 2026-0004, 2025-0867, waterway access, promotional efforts surrounding JSEB, and kayaking.
5. **Reports:**
 - A. JSEB Administrator: Program Updates (15 minutes)

Administrator Gregory Grant then presented the administrator's report. He began by thanking the committee and community members for their participation in the development of a recent resolution and stated that local citizen involvement in legislative matters remains important to

the department. He noted that unfinished business later in the agenda would involve further discussion on three proposed legislative changes.

Grant provided an update on the JSEB education centers and stated that workshop offerings had increased significantly, resulting in higher levels of public participation. He noted that the centers recently marked approximately one year of operation, with the Golfair location being the first site opened. He reported that an additional center at Cecil Field was nearing completion, with signage already installed and interior outfitting underway. He emphasized that each center serves different geographic communities and business demographics, citing the Phoenix Arts District as an example where the number of certified JSEB businesses had grown substantially over the past several years. Grant stated that the expansion of community-based resources has improved accessibility for business owners who may not be able to regularly travel downtown.

Grant also highlighted the department's efforts to expand educational programming through partnerships with city departments. He described recent procurement workshops led directly by procurement staff members and explained that connecting department leaders with small businesses helps strengthen understanding of the contracting process. He noted that the education centers are managed locally and continue to play a critical role in outreach and business development.

In discussing community engagement, Grant described the Joint Agency Task Force meetings, which bring together representatives from multiple agencies including the City of Jacksonville, JTA, JEA, Jacksonville Aviation Authority, Duval County Public Schools, and JAXPORT. He stated that these monthly meetings help coordinate contract opportunities and provide a unified approach to supporting small businesses throughout the region.

Grant then provided updates regarding capital access programs. He announced a new loan initiative funded through the mayor's task force legislation from 2023. The city has allocated \$650,000 for the program, which will be administered by Valley Bank. He explained that the program is intended to provide additional access to capital for local small businesses and stated that the existing Veterans Entrepreneurship Grant Program remains active and approximately halfway through its available funding.

Grant reported on JSEB contract participation metrics, stating that the program achieved approximately 23 percent participation in the first quarter and 17 percent in the second quarter, resulting in a combined average participation rate of approximately 20 percent. He noted that this represented approximately \$45 million paid directly to JSEB firms through city contracts. Regarding the stadium project, he stated that approximately \$100 million in awards had been issued to JSEB firms and that payment percentages would continue to increase as construction progresses.

Committee members then questioned Grant regarding the loan programs and the department's long-term management strategy for those funds. Discussion focused on the city's ability to demonstrate successful administration of the capital programs before requesting additional funding in future budgets. Grant explained that the department intends to gather repayment and default data over the next several years before pursuing expansion requests. Committee members expressed support for continued reporting on the loan program's outcomes and encouraged participation from Valley Bank representatives in future committee meetings.

The committee also revisited discussion surrounding proposed scorecards and reporting standards for the JSEB program. Committee leadership emphasized the importance of

developing consistent performance metrics that can be tracked over time and used to evaluate the success of the program. Grant acknowledged delays caused by inconsistencies in city data systems and stated that the department would make every effort to provide draft scorecards for review at the next meeting, even if some data variances remain unresolved.

Additional discussion focused on the committee vacancy that remains unfilled. Grant stated that multiple recommendations had been submitted to the Boards and Commissions office and copied to city leadership, but no responses had yet been received. The committee chair indicated plans to follow up directly in an effort to move the appointment process forward.

The committee also discussed recently approved legislation sponsored by Council Member Freeman. It was confirmed during the meeting that the legislation had been signed by the mayor on May 12, 2026.

Grant further shared that Jacksonville had recently been ranked as one of the top cities in the country for starting and operating a business, with the city placing third nationally in a recent study. He noted that the recognition highlighted the city's small business environment, contract participation efforts, and the overall impact of the JSEB program. Committee members discussed how the ranking reflected positively on Jacksonville's business climate while also acknowledging the continued need for growth and investment in areas such as seed funding and private capital.

B. Equal Business Opportunity Office: status of continuing education, training and mentoring programs, and program marketing and community outreach, including recommended goals, methods to measure goals, and the achievement or otherwise or previously set goals, as to each topic.

6. Presentations:

None

7. Unfinished Business (If Any):

The committee then transitioned into unfinished business involving three proposed legislative modifications to the JSEB ordinance. The first discussion centered on the requirement for CPA-prepared tax returns. Grant proposed removing the CPA requirement for smaller businesses while retaining it for companies above a specified revenue threshold. After discussion, committee members expressed support for requiring CPA-prepared returns only for businesses exceeding \$2 million in annual revenue, while allowing IRS-verified tax returns for smaller businesses.

The second legislative discussion involved mandatory continuing education requirements for JSEB certification. Grant recommended removing the requirement entirely, explaining that the ordinance currently lacks clear standards regarding what qualifies as acceptable proof of continuing education. Committee members generally agreed that mandatory educational participation was difficult to enforce consistently and that entrepreneurial education should remain voluntary rather than mandated as part of certification.

The third and lengthiest discussion focused on revenue thresholds and graduation from the JSEB program. Grant clarified that the existing ordinance limits participation to businesses averaging no more than \$12 million annually over a rolling three-year period. Committee members discussed concerns regarding industries with large contract fluctuations, particularly construction and infrastructure-related firms that may experience significant revenue spikes tied to major projects

such as the stadium development. Several members debated whether the thresholds should be raised, adjusted by industry type, or modified to align with Small Business Administration size standards.

Grant explained that the department had considered SBA definitions but expressed concern that applying industry-specific thresholds could create administrative complexity and unintended consequences. Committee members also discussed how businesses exceeding the revenue cap are still eligible to participate under separate local business participation programs administered through procurement. Additional discussion focused on whether temporary spikes in revenue unfairly remove firms from JSEB eligibility and whether expanding the evaluation period from three years to five years would provide greater flexibility.

No action, no vote was taken regarding the revenue threshold proposal. Grant agreed to provide SBA size standard information to committee members before the next meeting so additional review and discussion could occur.

8. New Business: *None*

9. Announcements:

Upcoming events (All events with additional details are available on our website JSEB.Jacksonville.gov)

Next committee meeting June 18th at 2:30pm

10. Adjournment: Conducted by Chair

Meeting adjourned 3:34 p.m.