



Downtown Stockton Enterprise Loan Fund Meeting Minutes  
Tuesday September 10<sup>th</sup> 12:00 PM, at the offices of the Downtown Stockton Alliance  
125 Bridge Place 3<sup>rd</sup> Floor, Stockton CA

**Board of Directors Present:** Aaron Edwards, Patricia Palacios, Laurence Held, Robert Oakes

**Directors Absent:** Steve Lantsberger, Luis Duarte, Giovanni Trinchera

**Staff:** Mike Huber, Courtney Wood

### Agenda

1. Call to Order/Roll Call
  - The meeting was called to order at 12:01 PM
2. Public Comments
  - P. Palacios shared information about a workshop called Planning for the Business Owner which is to be held September 12<sup>th</sup> from 12:00 – 1:00 PM.
3. Approval of Financial Statements and Minutes – Action Item
  - A motion was made (P. Palacios/A. Edwards) to approve the financials and minutes from the July board meeting. The motion passed unanimously.
4. Loan Performance Updates/Loan Delinquencies/New Applications – Informational Item
  - C. Wood shared an update on the existing loans and noted that Jose Galvan and Marcos have decided to proceed with their DSELF loan application. She shared that the remaining piece for them to pass Phase I is the credit check, which will be pulled by S. Lantsberger.
5. Final 2019 Business Plan, Loan Fund, Pre-Qualification, Pre-Approval Revision, & 1-year Budget Approval – Action Item
  - A motion was made (A. Edwards/R. Oakes) to approve the 2019 Business Plan, Loan Fund documents, Prequalification & Pre-Approval Revision documents, and the 1 year budget approval. The motion passed unanimously.
6. Proposed Amendments to DSELF By-Laws – Action Item
  - A motion was made (P. Palacios/A. Edwards) to approve the proposed amendments to the DSELF by-laws. The motion passed unanimously.
7. New DSELF Application & Application Guide Approval – Action Item
  - A motion was made (A. Edwards/ L. Held) to approve the new DSELF application & application guide. The motion passed unanimously.
8. Permission to Amend Statement of Information – Action Item
  - A motion was made (P. Palacios/A. Edwards) to approve the amendment of the DSELF Statement of Info. The motion passed unanimously.
9. Resolution to Make Board Chair & DSA Executive Director the only authorized DSELF signers – Action Item
  - A short discussion was had surrounding who to make DSELF signers. R. Oakes suggested that a third signer be added for convenience. This item will



be tabled until the next Board meeting at which a new resolution will be presented.

10. Items for Future Consideration

- P. Palacios inquired as to how we will market DSELF now that the new application and application guide has been approved. Suggestions were made to put application guides in City Hall, at the County, in property owner and business owner communications, and at events.
- The DSELF board decided the next meeting would occur on October 15<sup>th</sup> at 12:00 PM, since not everyone would be able to make an October 8<sup>th</sup> meeting.
- P. Palacios mentioned that she would like several DSELF application guides to be distributed at an upcoming event.
- A. Edwards inquired as to whether the DSELF board should meet with the DSA board to see whether DSELF is aligning with the goals of DSA. M. Huber suggested that this may not be necessary since DSELF is currently running independent of DSA.
- L. Held mentioned that he would like to receive information regarding the next Centro program in Downtown Stockton.

11. Adjourn

- A motion was made (R. Oakes/A. Edwards) to adjourn. The motion passed unanimously, and the meeting was adjourned at 12:35 PM.

**General Meeting Requirements:**

Public Comments: The law provides the opportunity for the public to be heard on any item within the subject matter jurisdiction of the Board, before or during the consideration of that item by the Board. For all items, including items *not* on the agenda, the public comment time at the start of each meeting is appropriate. The person addressing the Board is limited to five (5) minutes unless the Chairman of the Board grants a longer period of time as appropriate to manage the Agenda. State law does not allow action to be taken on any item not on the Agenda. The Conference Room is handicapped accessible.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Executive Director of the Downtown Stockton Alliance at 209-464-5246, during regular business hours, at least twenty-four hours prior to the time of the meeting.

Pursuant to the Brown Act as codified in Government Code Section 54957.5, any documents pertaining to a non-closed agenda item distributed to a majority of the Board of Directors in less than 72 hours before a Board meeting shall be available for public inspection. Said documents shall be available for inspection at the office of the Downtown Stockton Alliance, 125 Bridge Place, 3<sup>rd</sup> Floor, Stockton, California, Monday through Friday, except Holidays, between the hours of 8:30 a.m. and 4:30 p.m.