



Downtown Stockton Enterprise Loan Fund Meeting Minutes
Tuesday March 10th 2020, 12:00 PM, at the offices of the Downtown Stockton Alliance
125 Bridge Place 3rd Floor, Stockton CA

Board of Directors Present: Aaron Edwards, Patricia Palacios (via conference call), Nicole Snyder, Laurence Held

Directors Absent: Steve Lantsberger, Giovanni Trinchera, Robert Oakes, Luis Duarte

Staff: Mike Huber, Courtney Wood

Minutes

1. Call to Order/Roll Call
 - The meeting was called to order at 12:06 PM
2. Public Comments
 - No public comments were made
3. Approval of February Financial Statements – Action Item
 - A motion was made (L. Held/P. Palacios) to approve the February financial statements. The motion passed unanimously.
4. Approval of February Minutes – Action Item
 - A motion was made (N. Snyder/L. Held) to approve the February minutes. The motion passed unanimously.
5. Loan Performance Updates/Loan Delinquencies/New Applications – Informational Item
 - Courtney shared that the FED has encountered an unforeseen difficulty with the building they are leasing, which is stalling the launch of their restaurant. There is an expense they are requiring be paid in relation to past building improvements before they will grant permits. N. Snyder suggested that I give the FED her contact info in the hopes that she may be able to find additional insight or information for them.
6. Approval of Online Initial Application Form and Pre-Approval Submittal Form – Action Item
 - Discussion occurred regarding the online application form. L. Held suggested that instead of having individuals upload their tax information and financials to a site, that they be emailed separately in a zip file. Other concerns arose over the number of files being requested to upload; N. Snyder proposed that maybe some of the file upload questions be converted to text box questions. Ultimately, a motion was made (A. Edwards/N. Snyder) to table the item until the next meeting. The motion passed unanimously.
7. Approval of DSELF FAQ to be uploaded to website – Action Item
 - C. Wood shared that she drafted a list of DSELF FAQ, modeled after the RLF FAQ, as S/ Lantsberger had suggested. She noted that the questions in gray were pending Steve’s review. N. Snyder suggested that they wait until S. Lantsberger can



review the questions before moving forward with approval. A motion was made (L. Held/A. Edwards) to table the item until the next meeting. The motion passed unanimously.

8. Items for Future Consideration

- M. Huber inquired as to whether the board would like to decrease the frequency of meetings, since every time there is a meeting, it costs the DSELF money, and there are no new loans being issued. A. Edwards suggested waiting until a few more items were set in place. C. Wood noted that sometimes when items are tabled, it can take two months for items to be passed, which causes a delay, and if meetings are made even less frequently, then items will be even more delayed. The frequency of meetings will be revisited in a future meeting.
- In relation to the previous topic, C. Wood noted that it is sometimes difficult to get everyone at the meetings and wondered whether a different day would work better; M. Huber suggested moving the day of the meeting to Wednesdays. C. Wood asked whether the first Wednesday of the month would work for most attendees. Those in attendance agreed, and it was decided that the next board meeting would occur on April 1st, at 12:00 PM.

9. Adjourn

- A motion was made (A. Edwards/L. Held) 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, 3rd Floor, Stockton, California, Monday through Friday, except Holidays, between the hours of 8:30 a.m. and 4:30 p.m.