



AGENDA

LOAN ADMINISTRATION BOARD (LAB) REGULAR MEETING

Thursday, January 27, 2022

12pm PST

ZOOM Meeting

<https://us02web.zoom.us/j/83040919942?pwd=RTdrQVVESIRsOTVDNTNRNE5JNE96QT09>

All materials identified on this meeting are available on the Loan Administration Board webpage: http://www.ci.berkeley.ca.us/Clerk/Commissions/Commissions__Loan_Administration_Board_Homepage.aspx
The public may comment about any items not on the agenda. Public comment regarding agenda items will be heard while the Board is discussing the item.

PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE Pursuant to Section 3 of Executive Order N-29- 20, issued by Governor Newsom on March 17, 2020, this meeting of the Loan Administration Board will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID19 virus, there will not be a physical meeting location available.

To access the meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device: Please use this URL <https://us02web.zoom.us/j/83040919942?pwd=RTdrQVVESIRsOTVDNTNRNE5JNE96QT09> . If you do not wish for your name to appear on the screen, then use the drop-down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen.

To join by phone: Dial **1 (669) 900-9128** and enter **Meeting ID: 830 4091 9942**. If you wish to comment during the public comment portion of the agenda, Press *9 and wait to be recognized by the Chair.

Please be mindful that the video conference and teleconference will be recorded. All rules of procedure and decorum that apply for in-person Loan Administration Board meetings apply for Loan Administration Board meetings conducted by teleconference or videoconference.

See "MEETING PROCEDURES" below.

Pursuant to section 54954.3 of the California Government Code, public comment during this special meeting is intended to provide an opportunity for members of the public to directly address the Loan Administration Board concerning any item that has been described in the notice for the meeting before or during consideration of that item. This limits public comment to only the items listed on this agenda

Contact person: Kieron Slaughter, Chief Community Development Officer and LAB Secretary,
kslaughter@cityofberkeley.info

The Loan Administration Board consists of Nenna Joiner, Kathleen Crandall, Grant Shoaf, Marcellia Nava, Richard Illgen and Frank Tucker

A) PRELIMINARY MATTERS

- i) Roll Call
- ii) Announcements
- iii) Approval of Minutes from LAB Meetings:
 - a. 6/15/21 – LAB Meeting (see Attachment 1)
- iv) PUBLIC COMMENT - The public may comment about any items not on the agenda. Public comment regarding agenda items will be heard while the Board is discussing the item.

B) PROGRAM REVIEW

- i) State of the Revolving Loan Fund (RLF)
 - a. 8 Active Loans for \$820,000.
 - b. \$210,896± available to lend as of 1/4/22
- ii) State of the COVID19 Resiliency Loan Program (RLP)
 - a. 11 Active Loans for \$520,000.
 - b. \$294,000 in funding available for lending and admin costs as of 1/4/22.

C) ACTION ITEMS

- i) Receive annual update from existing loan recipients (5 Minute Presentation/5 Minute Q&A)
 - a. California Jazz Conservatory
 - b. Cupcakin' Bakery
 - c. East Bay Media Center
 - d. Kidventurez
 - (a) 6 Month Loan Payment Deferral Request, Additional Capitol Requested
 - e. Kitchen on Fire
 - f. Minuteman Press
 - g. Nabolom Bakery & Pizzeria
 - h. SlingFin
- ii) Receive a Presentation from Working Solutions on RLF/RLP Underwriting and Servicing Options
- iii) Modify the RLF Administrative Plan to facilitate 3rd Party Loan Approvals and Servicing (see Attachment 2)

D) ADJOURNEMENT

If LAB members are unable to attend this scheduled meeting, please email Kieron Slaughter at kslaughter@cityofberkeley.info by Thursday, January 20, 2022 at 4pm. *To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for this meeting, please call the City Clerk's Office at (510) 981-6905 (voice) or 981-6903 (TDD); at least FOUR (4) WORKING DAYS NOTICE PRIOR TO THE MEETING will ensure availability. If you plan to attend the meeting and wish to use an Assistive Listening Device for the hearing impaired, you need to reserve the device by calling the City Clerk's Office one (1) working day prior to the meeting. Please refrain from wearing scented products to public meetings.*

This meeting is being held virtually on ZOOM