



# AGENDA

## LOAN ADMINISTRATION BOARD (LAB) REGULAR MEETING

Tuesday, October 1, 2024 | 5:30 PM  
Cypress Room, 1<sup>st</sup> Floor | City Hall  
2180 Milvia Street  
Berkeley, CA 94704

All materials identified on this meeting are available on the Loan Administration Board webpage:

<https://berkeleyca.gov/your-government/boards-commissions/loan-administration-board>

*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.*

### A) PRELIMINARY MATTERS

- i) Roll Call
- ii) Announcements
  - Approval of Minutes from LAB Meetings - 3/27/2024
- iii) 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) PRESENTATION

- i) Receive a presentation on the status of the COVID-19 Resiliency Loan Program (RLP) and opportunities for program administration of the Revolving Loan Fund (RLF) by Working Solutions, CDFI

### C) ACTION ITEMS

- i) Adopt amendments to the RLF Administration Plan to facilitate program management including loan origination, loan servicing and technical assistance by Working Solutions, CDFI (Attachment 1)
  - Existing Loan Portfolio (as of 8/8/24)

		Loan Amt	Disbursed	Current Balance
0445	East Bay Media Center	50,000.00	50,000.00	39,984.28
0474	Synthesis Group, Inc, (Minuteman Press)	150,000.00	150,000.00	48,926.75
0476	Kitchen on Fire II	50,000.00	50,000.00	12,833.27
0477	California Jazz Conservatory	150,000.00	150,000.00	131,492.53
0478	Cupcakin' Bake Shop	140,000.00	140,000.00	100,611.82
0479	Nabolom Bakery	150,000.00	150,000.00	67,770.52
	<b>Totals</b>	<b>690,000.00</b>		<b>401,619.17</b>
			<b>690,000.00</b>	

- Existing RLF balance available for lending (as of 6/30/24) - \$367,986
- Total approximately - \$1,057,686

### D) ADJOURNMENT

Public

If LAB members are unable to attend this scheduled meeting, please call Kieron Slaughter at 510-981-2490 by Thursday September 26, 2024 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 in a wheelchair accessible location.**