



AGENDA

LOAN ADMINISTRATION BOARD (LAB) REGULAR MEETING

Thursday, October 22, 2020

5pm PST

ZOOM Meeting

<https://us02web.zoom.us/j/86236687725>

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/86236687725>. 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: 862 3668 7725**. 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, Community Development Project Coordinator,
kslaughter@cityofberkeley.info

The Loan Administration Board consists of Kathleen Crandall, Curtis Nickel, Nenna Joiner, Julie Jin, Grant Shoaf, and Richard Illgen

A) PRELIMINARY MATTERS

- i) Roll Call
- ii) Announcements
- iii) Approval of Minutes from LAB Meetings:
 - (1) 1/23/20 – 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 (see Attachment 2)

C) ACTION ITEMS

- i) Hey Skin! – Revolving Loan Fund request - \$150,000 (see Attachment 3)
- ii) Adopt changes to the RLF Administrative Plan for the COVID-19 Resiliency Loan Program and establish process for administrative review (See Attachment 4 For full Agenda Report)
 - Accept \$814,000 of available EDA funds to the COVID-19 Resiliency Loan Program which will be part of the City of Berkeley's existing RLF program.
 - The maximum loan amount from COVID-19 Resiliency Loan Program seed funds will be set at 25% of the RLF capital base.
 - The City Manager and/or his/her designee is empowered to administratively approve loans of \$25,000 and below (*i.e. A loan of this size or under would not require a full Loan Administration Board (LAB) approval*).
 - The requirement for loan applicants to leverage additional capital is removed for loans funded with COVID-19 Resiliency Loan Program dollars. (Currently, loans in the traditional RLF portfolio are required to leverage a minimum of two private dollars for every RLF dollar loaned).
- iii) Extend loan payment forbearance for existing loan recipients from October 1, 2020 until 90 days after the City of Berkeley's Shelter in Place Order is lifted.

D) ADJOURNMENT

If LAB members are unable to attend this scheduled meeting, please call Kieron Slaughter at 510-981-2490 by Friday October 16th 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.