



Rent Stabilization Board

## **RENT STABILIZATION BOARD**

DATE: July 20, 2023  
TO: Honorable Members of the Rent Stabilization Board  
FROM: DéSeana Williams, Executive Director  
BY: Amanda Eberhart, Registration Unit Manager  
SUBJECT: Request for waiver of late registration penalties

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### **Recommendation:**

That the Board approves the attached recommendations.

### **Background and Need for Rent Stabilization Board Action:**

The Board's penalty waiver process is governed by Regulations 883, 884, and 885. Regulation 883 lists the grounds for administrative waivers. In accordance with Regulation 884, the Executive Director reviews waiver requests that do not meet the criteria for an administrative waiver. Regulation 884 lists 12 categories, which will require a review of the totality of the circumstances by the full Board prior to granting any waiver request. Waivers that require a review of the totality of the circumstances are listed below as a "Discretionary Waiver." If none of the 12 listed categories apply to the property, the waiver shall be granted/denied in a ministerial manner based upon the formula outlined in Regulation 884(C). The Board may only alter these ministerial waivers if the staff has incorrectly applied the criteria listed in Regulation 884 (B) (1-12).

**Ministerial Waivers**

In accordance with Regulation 884, the Executive Director reviews waiver requests that do not meet the criteria enumerated in Regulation 883. The following waiver request will be decided Ministerially unless the Board has reason to believe the underlying basis of the recommended assessment is inappropriate. Please see the attached Ministerial Waiver Analysis and Recommendation for additional details.

Waiver	Property Address	Owner	Penalty Assessed	Penalty Waived	Penalty Imposed
	1709 SHATTUCK	UNIVERSITY PARK BERKELEY LLC	21,990.00	10,995.00	10,995.00
	1324 BURNETT	REO HOMES 3 LLC	168.00	84.00	84.00
	2818 MABEL	BALLY SINGH	348.00	174.00	174.00
	1916 STUART	CHERYL & ERIC CHIU	250.00	250.00	
	1940 FRANCISCO	FREDRIKA NEWTON	1,000.00	1,000.00	
<b>TOTAL</b>			23,756.00	12,503.00	11,253.00

**Financial Impact: Ministerial Waivers**

Approval of the Executive Director’s recommendations will decrease the Board’s current accounts receivable by **\$12,503**.

**Name and Telephone Number of Contact Person:**

DéSeana Williams, Executive Director  
 Rent Stabilization Board  
 2125 Milvia Street, Berkeley, CA 94704  
 (510) 981-7368

## Ministerial Waiver Analysis and Recommendation

Address	Details
<p>1709 SHATTUCK</p>	<p>The property located at 1709 Shattuck is a multi-residential property consisting of 89 units. In the last five fiscal years, the property owner has paid the 22/23 registration fees late. The owner states in their waiver that, “due to financial challenges brought on by Covid and the eviction moratorium, caused an ongoing cash flow issue”. Staff notes, since the 20/21 registration cycles the Board has approved Covid waivers for owners impacted by Covid. It is not known at this time why the property owner did not take advantage of those relief periods. A search of Rent Board records will show this property owner’s billing code “BERUNI” was listed under the 22/23 collections project for unpaid registration fees (Please see attached collections letter and bill) During the collections project. Registration Admins offered to waive 50% of the penalties. Unfortunately, the property owner did not want to take the settlement offer. Per regulation 883 J, properties that have been identified for Collections are offered the same settlement waiver with the Board. This property qualifies to have 50% of the penalty waived. Staff recommends waiving 50% of the penalty.</p> <p>Commissioner Notes: The Registration Supervisor called and confirmed with the property manager that University Park LLC does not own any other properties in the city of Berkeley.</p>
<p>1324 BURNETT</p>	<p>The property located at 1324 Burnett is a single-family home that registered with the Rent Board for the first time in November 2022. Unfortunately, there are not five years of fiscal data to review. The owner states in their waiver that, “they mailed the VR on October 25th and never received the PIN or APN to log into the portal”. A search of Rent Board records will show this property was added to the Rent Registry database on November 17th. Per the ordinance property owners have 60 days to pay any outstanding pro-rated registration fees or a pro-rated penalty charge is applied. The property owner paid their registration fees on March 17th. It is unclear why the owner was unable to log in to the portal. Included in their waiver evidence packet is a copy of a registration bill with the APN and PIN on the bill. Staff has confirmed that as of July 7th, the PIN on the bill is still the owner’s current PIN. Additionally, Rent Board Records will also show the billing code “LLCREO” which was listed under the 22/23 collections project for unpaid registration fees (Please see attached collections letter and bill) During the collections project Registration Admins offered to waive 50% of the penalties. Unfortunately, the property owner did not want to take the settlement offer at that time. Per regulation 883 J, properties that have been identified for Collections are offered the same settlement waiver with the Board. This property qualifies to have 50% of the penalty waived. Staff recommends waiving 50% of the penalty.</p> <p>Commissioner Notes: A search of Real Quest Records will show REO LLC is split into 3 different LLCs. REO HOMES LLC, REO HOMES 2 LLC, and REO HOMES 3 LLC. All of the combined LLCs own a total of 222 properties in the City of Oakland, 2 properties in the City of Emeryville, and 2 properties in the City of Berkeley.</p>

## Ministerial Waiver Analysis and Recommendation

2818 MABEL	<p>The property located at 2818 Mabel is a single-family home that registered with the Rent Board for the first time in May 2022. Unfortunately, there are not five years of fiscal data to review. The owner states in their waiver that, “they mailed the VR on May 12 and never received the PIN or APN to log into the portal”. A search of Rent Board records will show this property was added to the Rent Registry database on May 13th. Per the ordinance property owners have 60 days to pay any outstanding pro-rated registration fees or a pro-rated penalty charge is applied. The property owner paid their registration fees on March 17th. It is unclear why the owner was unable to log in to the portal. Included in their waiver evidence packet is a copy of a registration bill with the APN and PIN on the bill. Staff has confirmed that as of July 7th, the PIN on the bill is still the owner’s current PIN. Additionally, Rent Board Records will also show the billing code “SINBAL2” which was listed under the 22/23 collections project for unpaid registration fees (Please see attached collections letter and bill) During the collections project Registration Admins offered to waive 50% of the penalties. Unfortunately, the property owner did not want to take the settlement offer at that time. Per regulation 883 J, properties that have been identified for Collections are offered the same settlement waiver with the Board. This property qualifies to have 50% of the penalty waived. Staff recommends waiving 50% of the penalty</p>
1916 STUART	<p>The Property located at 1916 Stuart is a fully covered triplex. In the last five fiscal years, the property owner has been granted a waiver in the 20/21 registration cycle and has taken advantage of the COVID Amnesty in the 22/23 registration cycle. In their waiver request the property owner states they had an illness that prevented them from paying and didn't get to mail the check until 6/27. A search of Rent Board records will show that the owner submitted a check before the payment deadline. Unfortunately, there was a Rent Registry Portal error that did not record the payment as on time and penalties were charged to the account. During the 22/23 Internal Audit and Compliance Review, Registration Administrators corrected the oversight and credited the account \$250. Based on the date payment was received this property qualified to have 100% of the penalty fee removed. 100% of the penalty has already been credited to the account. No staff action is necessary at this time.</p>
1940 FRANCISCO	<p>The Property located at 1940 Francisco is a 2,3 or 4 single family home. A search of Rent Board records will show that the owner submitted a check before the payment deadline. Unfortunately, there was a Rent Registry Portal error that did not record the payment as on time and penalties were charged to the account. During the 22/23 Internal Audit and Compliance Review, Registration Administrators corrected the oversight and credited the account \$1,000. Based on the date payment was received this property qualified to have 100% of the penalty fee removed. 100% of the penalty has already been credited to the account. No staff action is necessary at this time</p>



March 6, 2023

**Re: Past Due Registration Fees/Penalties**

Current or Former Property Owner:

As the owner of a residential rental property that appears to be covered by the local rent control Ordinance, **your property is delinquent, and an outstanding balance is due.**

Enclosed you will find a registration bill and other materials pertaining to your property. The bill reflects outstanding registration fees and/or currently owed penalties. Our office has recently begun the process for collection proceedings for failure to pay past registration fees and/or penalties on the rental units at your property address.

We would appreciate your assistance in resolving this matter as soon as possible. As of today, you have yet to respond to our bills, notices of nonpayment, and/or other correspondence regarding your account. If we do not hear from you **by March 31, 2023**, we will file a lawsuit with the court to collect the monies due to the Rent Board.

Please note that the subject of this letter and the collection proceedings mentioned only refer to past years' registration fees and/or penalties and not to the upcoming 2023/2024 registration fee that will be due July 1, 2023.

**Please be advised that landlords of units not in compliance with the registration requirements of the City of Berkeley's Rent Ordinance are not allowed to take the Annual General Adjustment (AGA) rent increases or initiate any eviction proceedings against a tenant. In addition, tenants in units that are out of compliance may initiate a petition to withhold rent based on the landlord's noncompliance with the Ordinance.**

If you wish to settle your account or believe that you do not owe any money to our Agency, please contact the Registration Unit at 510-981-7368, Ext. 2 or at [rentregistry@cityofberkeley.info](mailto:rentregistry@cityofberkeley.info).

Sincerely,

DéSeana Williams  
Executive Director

Enclosures

**PAST DUE**

**CITY OF BERKELEY**  
Rent Stabilization Program  
2125 Milvia Street, Berkeley, CA 94704  
Phone: 510-981-7368; Fax: 510-981-4910

**REGISTRATION YEAR**

07/01/2022 - 06/30/2023

**BILLING CODE**

BERUNI

**DUE DATE**

07/01/2022

UNIVERSITY PARK BERKELEY, LLC  
1709 SHATTUCK AVE  
BERKELEY, CA 94709

**ASSESSOR PARCEL NUMBER :** 058217700100 **PIN :** 969056  
**PROPERTY ADDRESS :** 1709 SHATTUCK AVE BERKELEY CA 94709

FEE STRUCTURE	Annual Fee Per Unit	Number of Units	Total
Fully Covered Units - (\$21/Month Prorated Fee)	\$ 250.00	88	\$ 21,840.00
Partially Covered (Measure MM) Units - (\$12/Month Prorated Fee)	\$ 150.00	1	\$ 150.00
Exempt Units	\$ 0.00	0	\$ 0.00

City of Berkeley Rent Stabilization Ordinance requires owners of residential units that are rented or available for rent to pay an annual registration fee by July 1. A 100 % penalty will be assessed on the outstanding registration fee in July and every six months that it remains unpaid. Formerly exempt units must be registered within 60 days to avoid the assessment of penalties.

**This bill is past due.** If payment is not made by the due date, a penalty will be assessed.

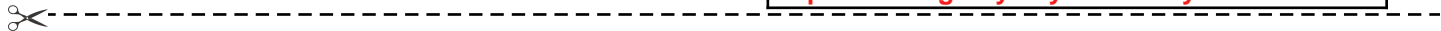
<b>Current Fees</b>	\$840.00
<b>Previous Fees</b>	\$0.00
<b>Penalties</b>	\$21,990.00
<b>Total Due</b>	\$22,830.00

**REQUIRED ACTION**

Property owners may pay the amount on this billing statement by mail with a check only. Make checks payable to the City of Berkeley. Do not mail cash or credit card information.

If you wish to pay with a credit card you may do so in person at our office or online at:

<https://rentregistry.cityofberkeley.info>



Mail To: **Registration Year:** 07/01/2022 - 06/30/2023 **Due Date:** PAST DUE

Berkeley Rent Board  
2125 Milvia Street  
Berkeley, CA 94704

**PROPERTY ADDRESS :** 1709 SHATTUCK AVE BERKELEY CA 94709  
**APN :** 058217700100  
**BILLING CONTACT:** UNIVERSITY PARK BERKELEY, LLC  
**CURRENT FEES :** \$840.00  
**PREVIOUS FEES:** \$0.00  
**PENALTIES :** \$21,990.00  
**TOTAL DUE :** \$22,830.00

# Units Paid For:

Amount Enclosed (Checks Only):



**UNIT STATUS FORM**

Rent Stabilization Board

1709 SHATTUCK

03/03/2023

UNIVERSITY PARK BERKELEY, LLC

1709 SHATTUCK AVE

BERKELEY, CA 94709

UNIVERSITY PARK BERKELEY, LLC

1709 SHATTUCK AVE

BERKELEY, CA 94709

UNIT STATUS: 89 UNITS 0 EXEMPT

CHANGE OF ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone : \_\_\_\_\_

E-mail : \_\_\_\_\_

Unit Address	Unit No.	Current Status	Status Last Changed	Current Tenancy Started
1709 SHATTUCK AVE BERKELEY CA	100	RENTED	08/01/1982	05/31/1980
1709 SHATTUCK AVE BERKELEY CA	101	RENTED	05/06/2012	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	102	RENTED	07/06/2012	08/15/2019
1709 SHATTUCK AVE BERKELEY CA	103	RENTED	07/01/2011	08/01/2018
1709 SHATTUCK AVE BERKELEY CA	104	RENTED	08/05/2011	10/01/2016
1709 SHATTUCK AVE BERKELEY CA	105	RENTED	05/27/2011	05/27/2011
1709 SHATTUCK AVE BERKELEY CA	106	RENTED	12/29/1984	08/15/2018
1709 SHATTUCK AVE BERKELEY CA	107	RENTED	07/01/2011	03/01/2022
1709 SHATTUCK AVE BERKELEY CA	108	RENTED	06/15/2010	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	109	RENTED	07/15/2004	02/01/2019
1709 SHATTUCK AVE BERKELEY CA	110	RENTED	07/15/2011	06/15/2017
1709 SHATTUCK AVE BERKELEY CA	111	RENTED	11/12/2011	08/01/2022

<b>Unit Address</b>	<b>Unit No.</b>	<b>Current Status</b>	<b>Status Last Changed</b>	<b>Current Tenancy Started</b>
1709 SHATTUCK AVE BERKELEY CA	112	RENTED	08/25/2010	08/01/2022
1709 SHATTUCK AVE BERKELEY CA	113	RENTED	08/29/2011	05/15/2015
1709 SHATTUCK AVE BERKELEY CA	114	RENTED	03/01/2011	08/01/2022
1709 SHATTUCK AVE BERKELEY CA	115	RENTED	09/17/2010	08/13/2022
1709 SHATTUCK AVE BERKELEY CA	116	RENTED	08/17/2004	01/07/2023
1709 SHATTUCK AVE BERKELEY CA	117	RENTED	09/01/2012	04/22/2022
1709 SHATTUCK AVE BERKELEY CA	118	RENTED	07/17/2010	09/01/2019
1709 SHATTUCK AVE BERKELEY CA	119	RENTED	07/27/2012	01/02/2023
1709 SHATTUCK AVE BERKELEY CA	120	RENTED	07/01/2002	09/03/2004
1709 SHATTUCK AVE BERKELEY CA	121	RENTED	06/01/2013	01/26/2022
1709 SHATTUCK AVE BERKELEY CA	122	RENTED	06/06/1982	05/31/1980
1709 SHATTUCK AVE BERKELEY CA	123	RENTED	01/04/2010	08/03/2022
1709 SHATTUCK AVE BERKELEY CA	124	RENTED	04/18/2008	01/01/2005
1709 SHATTUCK AVE BERKELEY CA	125	RENTED	09/17/2010	08/14/2022
1709 SHATTUCK AVE BERKELEY CA	126	RENTED	06/19/1998	06/19/1998
1709 SHATTUCK AVE BERKELEY CA	128	RENTED	11/23/2022	08/22/2022
1709 SHATTUCK AVE BERKELEY CA	129	RENTED	11/23/2022	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	200	RENTED	07/29/2010	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	201	RENTED	01/01/2011	01/01/2011
1709 SHATTUCK AVE BERKELEY CA	202	RENTED	06/01/2012	08/01/2018
1709 SHATTUCK AVE BERKELEY CA	203	RENTED	08/01/2012	08/13/2022
1709 SHATTUCK AVE BERKELEY CA	204	RENTED	03/01/2010	03/01/2010
1709 SHATTUCK AVE BERKELEY CA	205	RENTED	09/02/1999	09/02/1999
1709 SHATTUCK AVE BERKELEY CA	206	RENTED	08/01/2011	11/02/2021
1709 SHATTUCK AVE BERKELEY CA	207	RENTED	03/07/2005	03/18/2005



<b>Unit Address</b>	<b>Unit No.</b>	<b>Current Status</b>	<b>Status Last Changed</b>	<b>Current Tenancy Started</b>
1709 SHATTUCK AVE BERKELEY CA	208	RENTED	06/01/2011	02/01/2019
1709 SHATTUCK AVE BERKELEY CA	209	RENTED	02/10/2012	08/16/2022
1709 SHATTUCK AVE BERKELEY CA	210	RENTED	08/28/2012	08/23/2022
1709 SHATTUCK AVE BERKELEY CA	211	RENTED	06/01/2011	08/19/2022
1709 SHATTUCK AVE BERKELEY CA	212	RENTED	03/01/2011	05/01/2018
1709 SHATTUCK AVE BERKELEY CA	213	RENTED	08/10/2009	08/08/2022
1709 SHATTUCK AVE BERKELEY CA	214	RENTED	02/01/2011	07/29/2022
1709 SHATTUCK AVE BERKELEY CA	215	RENTED	11/20/2006	03/01/2018
1709 SHATTUCK AVE BERKELEY CA	216	RENTED	08/01/2010	09/28/2019
1709 SHATTUCK AVE BERKELEY CA	217	RENTED	04/20/2011	04/20/2011
1709 SHATTUCK AVE BERKELEY CA	218	RENTED	03/25/2012	01/15/2019
1709 SHATTUCK AVE BERKELEY CA	219	RENTED	06/01/1992	05/31/1980
1709 SHATTUCK AVE BERKELEY CA	220	RENTED	06/01/2012	08/12/2022
1709 SHATTUCK AVE BERKELEY CA	221	RENTED	01/01/1988	08/15/2021
1709 SHATTUCK AVE BERKELEY CA	222	RENTED	04/30/2010	04/30/2010
1709 SHATTUCK AVE BERKELEY CA	223	RENTED	06/25/2011	06/01/2019
1709 SHATTUCK AVE BERKELEY CA	224	RENTED	05/15/2012	03/15/2019
1709 SHATTUCK AVE BERKELEY CA	225	RENTED	11/28/2011	08/13/2022
1709 SHATTUCK AVE BERKELEY CA	226	RENTED	02/01/2000	02/15/2004
1709 SHATTUCK AVE BERKELEY CA	229	RENTED	11/23/2022	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	300	RENTED	10/05/2011	05/01/2014
1709 SHATTUCK AVE BERKELEY CA	301	RENTED	01/01/2013	08/12/2022
1709 SHATTUCK AVE BERKELEY CA	302	RENTED	04/11/2011	09/01/2019
1709 SHATTUCK AVE BERKELEY CA	303	RENTED	05/26/2012	03/15/2017
1709 SHATTUCK AVE BERKELEY CA	304	RENTED	01/07/2013	08/19/2022

<b>Unit Address</b>	<b>Unit No.</b>	<b>Current Status</b>	<b>Status Last Changed</b>	<b>Current Tenancy Started</b>
1709 SHATTUCK AVE BERKELEY CA	305	RENTED	09/16/2011	08/01/2019
1709 SHATTUCK AVE BERKELEY CA	306	RENTED	07/23/2011	08/13/2022
1709 SHATTUCK AVE BERKELEY CA	307	RENTED	04/17/1980	05/31/1980
1709 SHATTUCK AVE BERKELEY CA	308	RENTED	01/01/2013	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	309	RENTED	12/01/2012	07/01/2021
1709 SHATTUCK AVE BERKELEY CA	310	RENTED	05/17/1992	01/14/2023
1709 SHATTUCK AVE BERKELEY CA	311	RENTED	04/15/2011	08/19/2022
1709 SHATTUCK AVE BERKELEY CA	312	RENTED	08/01/2012	08/15/2018
1709 SHATTUCK AVE BERKELEY CA	313	RENTED	01/27/2013	08/15/2021
1709 SHATTUCK AVE BERKELEY CA	314	RENTED	06/20/1979	05/31/1980
1709 SHATTUCK AVE BERKELEY CA	315	RENTED	09/20/1993	02/01/2023
1709 SHATTUCK AVE BERKELEY CA	316	RENTED	12/16/1983	05/31/1980
1709 SHATTUCK AVE BERKELEY CA	317	RENTED	03/09/2011	08/01/2021
1709 SHATTUCK AVE BERKELEY CA	318	RENTED	05/13/2012	09/01/2021
1709 SHATTUCK AVE BERKELEY CA	319	RENTED	10/01/2011	08/12/2022
1709 SHATTUCK AVE BERKELEY CA	320	RENTED	01/15/2013	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	321	RENTED	07/27/2011	08/15/2018
1709 SHATTUCK AVE BERKELEY CA	322	RENTED	10/20/1997	04/01/2021
1709 SHATTUCK AVE BERKELEY CA	323	RENTED	04/01/2012	08/15/2022
1709 SHATTUCK AVE BERKELEY CA	324	RENTED	08/04/2012	08/15/2021
1709 SHATTUCK AVE BERKELEY CA	325	RENTED	05/01/2012	08/15/2021
1709 SHATTUCK AVE BERKELEY CA	326	RENTED	06/01/2011	08/12/2022
1709 SHATTUCK AVE BERKELEY CA	329	RENTED	11/23/2022	08/07/2022
1709 SHATTUCK AVE BERKELEY CA	401	RENTED	07/18/2011	08/06/2021
1709 SHATTUCK AVE BERKELEY CA	402	RENTED	05/01/1995	05/31/1980

<b>Unit Address</b>	<b>Unit No.</b>	<b>Current Status</b>	<b>Status Last Changed</b>	<b>Current Tenancy Started</b>
1709 SHATTUCK AVE BERKELEY CA	403	RENTED	12/26/1996	12/26/1996
1709 SHATTUCK AVE BERKELEY CA	404	NEW	11/24/1991	N/A

The 'Status Last Changed' indicates when the status of the unit last changed not necessarily the beginning of the current tenancy. Please make corrections to information directly on this form. If you make changes, return this form with your payment. If a unit listed here as exempt is now rented, a pro-rated registration fee is due. Please contact our Registration Unit at 510-981-7368 (981-Rent) for calculation of additional amount due.

I declare under penalty of perjury that the information provided on this form is true and correct to the best of my knowledge and belief.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



March 6, 2023

**Re: Past Due Registration Fees/Penalties**

Current or Former Property Owner:

As the owner of a residential rental property that appears to be covered by the local rent control Ordinance, **your property is delinquent, and an outstanding balance is due.**

Enclosed you will find a registration bill and other materials pertaining to your property. The bill reflects outstanding registration fees and/or currently owed penalties. Our office has recently begun the process for collection proceedings for failure to pay past registration fees and/or penalties on the rental units at your property address.

We would appreciate your assistance in resolving this matter as soon as possible. As of today, you have yet to respond to our bills, notices of nonpayment, and/or other correspondence regarding your account. If we do not hear from you **by March 31, 2023**, we will file a lawsuit with the court to collect the monies due to the Rent Board.

Please note that the subject of this letter and the collection proceedings mentioned only refer to past years' registration fees and/or penalties and not to the upcoming 2023/2024 registration fee that will be due July 1, 2023.

**Please be advised that landlords of units not in compliance with the registration requirements of the City of Berkeley's Rent Ordinance are not allowed to take the Annual General Adjustment (AGA) rent increases or initiate any eviction proceedings against a tenant. In addition, tenants in units that are out of compliance may initiate a petition to withhold rent based on the landlord's noncompliance with the Ordinance.**

If you wish to settle your account or believe that you do not owe any money to our Agency, please contact the Registration Unit at 510-981-7368, Ext. 2 or at [rentregistry@cityofberkeley.info](mailto:rentregistry@cityofberkeley.info).

Sincerely,

DéSeana Williams  
Executive Director

Enclosures

**PAST DUE**

**CITY OF BERKELEY**  
Rent Stabilization Program  
2125 Milvia Street, Berkeley, CA 94704  
Phone: 510-981-7368; Fax: 510-981-4910

**REGISTRATION YEAR**

07/01/2022 - 06/30/2023

**BILLING CODE**

LLCREO

**DUE DATE**

07/01/2022

REO HOMES 3, LLC  
111 BROADWAY 101  
OAKLAND, CA 94607

**ASSESSOR PARCEL NUMBER :** 053162303800 **PIN :** 194667  
**PROPERTY ADDRESS :** 1324 BURNETT ST, BERKELEY, CA 94702

FEE STRUCTURE	Annual Fee Per Unit	Number of Units	Total
Fully Covered Units - (\$21/Month Prorated Fee)	\$ 250.00	1	\$ 168.00
Partially Covered (Measure MM) Units - (\$12/Month Prorated Fee)	\$ 150.00	0	\$ 0.00
Exempt Units	\$ 0.00	0	\$ 0.00

City of Berkeley Rent Stabilization Ordinance requires owners of residential units that are rented or available for rent to pay an annual registration fee by July 1. A 100 % penalty will be assessed on the outstanding registration fee in July and every six months that it remains unpaid. Formerly exempt units must be registered within 60 days to avoid the assessment of penalties.

**This bill is past due.** If payment is not made by the due date, a penalty will be assessed.

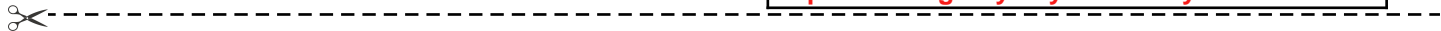
<b>Current Fees</b>	\$168.00
<b>Previous Fees</b>	\$0.00
<b>Penalties</b>	\$168.00
<b>Total Due</b>	\$336.00

**REQUIRED ACTION**

Property owners may pay the amount on this billing statement by mail with a check only. Make checks payable to the City of Berkeley. Do not mail cash or credit card information.

If you wish to pay with a credit card you may do so in person at our office or online at:

<https://rentregistry.cityofberkeley.info>



Mail To: **Registration Year:** 07/01/2022 - 06/30/2023 **Due Date:** PAST DUE

Berkeley Rent Board  
2125 Milvia Street  
Berkeley, CA 94704

**PROPERTY ADDRESS :** 1324 BURNETT ST, BERKELEY, CA 94702  
**APN :** 053162303800  
**BILLING CONTACT:** REO HOMES 3, LLC  
**CURRENT FEES :** \$168.00  
**PREVIOUS FEES:** \$0.00  
**PENALTIES :** \$168.00  
**TOTAL DUE :** \$336.00

# Units Paid For:

Amount Enclosed (Checks Only):



**UNIT STATUS FORM**

Rent Stabilization Board

1324 BURNETT ST,  
03/03/2023

UNIT STATUS: 1 UNITS 0 EXEMPT

CHANGE OF ADDRESS:

REO HOMES 3, LLC  
111 BROADWAY 101  
OAKLAND, CA 94607

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REO HOMES 3, LLC  
111 BROADWAY 101  
OAKLAND, CA 94607

Phone : \_\_\_\_\_

E-mail : \_\_\_\_\_

Unit Address	Unit No.	Current Status	Status Last Changed	Current Tenancy Started
1324 BURNETT ST, BERKELEY, CA	N/A	RENTED	11/18/2022	10/21/2022

The 'Status Last Changed' indicates when the status of the unit last changed not necessarily the beginning of the current tenancy. Please make corrections to information directly on this form. If you make changes, return this form with your payment. If a unit listed here as exempt is now rented, a pro-rated registration fee is due. Please contact our Registration Unit at 510-981-7368 (981-Rent) for calculation of additional amount due.

I declare under penalty of perjury that the information provided on this form is true and correct to the best of my knowledge and belief.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



March 6, 2023

**Re: Past Due Registration Fees/Penalties**

Current or Former Property Owner:

As the owner of a residential rental property that appears to be covered by the local rent control Ordinance, **your property is delinquent, and an outstanding balance is due.**

Enclosed you will find a registration bill and other materials pertaining to your property. The bill reflects outstanding registration fees and/or currently owed penalties. Our office has recently begun the process for collection proceedings for failure to pay past registration fees and/or penalties on the rental units at your property address.

We would appreciate your assistance in resolving this matter as soon as possible. As of today, you have yet to respond to our bills, notices of nonpayment, and/or other correspondence regarding your account. If we do not hear from you **by March 31, 2023**, we will file a lawsuit with the court to collect the monies due to the Rent Board.

Please note that the subject of this letter and the collection proceedings mentioned only refer to past years' registration fees and/or penalties and not to the upcoming 2023/2024 registration fee that will be due July 1, 2023.

**Please be advised that landlords of units not in compliance with the registration requirements of the City of Berkeley's Rent Ordinance are not allowed to take the Annual General Adjustment (AGA) rent increases or initiate any eviction proceedings against a tenant. In addition, tenants in units that are out of compliance may initiate a petition to withhold rent based on the landlord's noncompliance with the Ordinance.**

If you wish to settle your account or believe that you do not owe any money to our Agency, please contact the Registration Unit at 510-981-7368, Ext. 2 or at [rentregistry@cityofberkeley.info](mailto:rentregistry@cityofberkeley.info).

Sincerely,

DéSeana Williams  
Executive Director

Enclosures

**PAST DUE**

**CITY OF BERKELEY**  
Rent Stabilization Program  
2125 Milvia Street, Berkeley, CA 94704  
Phone: 510-981-7368; Fax: 510-981-4910

**REGISTRATION YEAR**

07/01/2022 - 06/30/2023

**BILLING CODE**

SINBAL2

**DUE DATE**

07/01/2022

302EOF LLC  
111 BROADWAY SUITE 101  
OAKLAND, CA 94701

**ASSESSOR PARCEL NUMBER : 053166400900 PIN : 681763**  
**PROPERTY ADDRESS : 2818 MABEL ST , BERKELEY, CA 94702**

FEE STRUCTURE	Annual Fee Per Unit	Number of Units	Total
Fully Covered Units - (\$21/Month Prorated Fee)	\$ 250.00	0	\$ 0.00
Partially Covered (Measure MM) Units - (\$12/Month Prorated Fee)	\$ 150.00	1	\$ 150.00
Exempt Units	\$ 0.00	0	\$ 0.00

City of Berkeley Rent Stabilization Ordinance requires owners of residential units that are rented or available for rent to pay an annual registration fee by July 1. A 100 % penalty will be assessed on the outstanding registration fee in July and every six months that it remains unpaid. Formerly exempt units must be registered within 60 days to avoid the assessment of penalties.

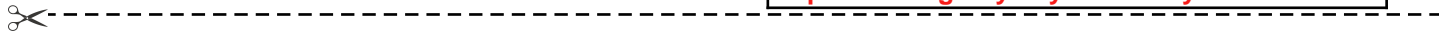
<b>Current Fees</b>	\$150.00
<b>Previous Fees</b>	\$24.00
<b>Penalties</b>	\$348.00
<b>Total Due</b>	\$522.00

**This bill is past due.** If payment is not made by the due date, a penalty will be assessed.

**REQUIRED ACTION**

Property owners may pay the amount on this billing statement by mail with a check only. Make checks payable to the City of Berkeley. Do not mail cash or credit card information.

If you wish to pay with a credit card you may do so in person at our office or online at:  
<https://rentregistry.cityofberkeley.info>



Mail To: **Registration Year:** 07/01/2022 - 06/30/2023 **Due Date:** PAST DUE

Berkeley Rent Board  
2125 Milvia Street  
Berkeley, CA 94704

PROPERTY ADDRESS :	2818 MABEL ST , BERKELEY, CA 94702
APN :	053166400900
BILLING CONTACT:	302EOF LLC
CURRENT FEES :	\$150.00
PREVIOUS FEES:	\$24.00
PENALTIES :	\$348.00
<b>TOTAL DUE :</b>	<b>\$522.00</b>

# Units Paid For:

Amount Enclosed (Checks Only):





**UNIT STATUS FORM**

Rent Stabilization Board

2818 MABEL ST ,  
03/03/2023

UNIT STATUS: 1 UNITS 0 EXEMPT

CHANGE OF ADDRESS:

302EOF LLC  
111 BROADWAY SUITE 101  
OAKLAND, CA 94701

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

302EOF LLC  
111 BROADWAY SUITE 101  
OAKLAND, CA 94701

Phone : \_\_\_\_\_

E-mail : \_\_\_\_\_

Unit Address	Unit No.	Current Status	Status Last Changed	Current Tenancy Started
2818 MABEL ST , BERKELEY, CA	N/A	RENTED	05/13/2022	04/29/2022

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I declare under penalty of perjury that the information provided on this form is true and correct to the best of my knowledge and belief.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Ministerial Waiver Analysis and Recommendation



March 6, 2023

### **Re: Past Due Registration Fees/Penalties**

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DéSeana Williams  
Executive Director

Enclosures

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**CITY OF BERKELEY**  
Rent Stabilization Program  
2125 Milvia Street, Berkeley, CA 94704  
Phone: 510-981-7368; Fax: 510-981-4910

**REGISTRATION YEAR**

07/01/2022 - 06/30/2023

**BILLING CODE**

SINBAL2

**DUE DATE**

07/01/2022

302EOF LLC  
111 BROADWAY SUITE 101  
OAKLAND, CA 94701

**ASSESSOR PARCEL NUMBER :** 053166400900 **PIN :** 681763  
**PROPERTY ADDRESS :** 2818 MABEL ST , BERKELEY, CA 94702

FEE STRUCTURE	Annual Fee Per Unit	Number of Units	Total
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Mail To: **Registration Year:** 07/01/2022 - 06/30/2023 **Due Date:** PAST DUE

Berkeley Rent Board  
2125 Milvia Street  
Berkeley, CA 94704

**PROPERTY ADDRESS :** 2818 MABEL ST , BERKELEY, CA 94702  
**APN :** 053166400900  
**BILLING CONTACT:** 302EOF LLC  
**CURRENT FEES :** \$150.00  
**PREVIOUS FEES:** \$24.00  
**PENALTIES :** \$348.00  
**TOTAL DUE :** \$522.00

# Units Paid For:

Amount Enclosed (Checks Only):

Ministerial Waiver Analysis and Recommendation



UNIT STATUS FORM

Rent Stabilization Board

2818 MABEL ST ,  
03/03/2023

UNIT STATUS: 1 UNITS 0 EXEMPT

CHANGE OF ADDRESS:

302EOF LLC  
111 BROADWAY SUITE 101  
OAKLAND, CA 94701

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

302EOF LLC  
111 BROADWAY SUITE 101  
OAKLAND, CA 94701

Phone : \_\_\_\_\_

E-mail : \_\_\_\_\_

Unit Address	Unit No.	Current Status	Status Last Changed	Current Tenancy Started
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