



**RENT STABILIZATION BOARD**  
**BUDGET & PERSONNEL COMMITTEE MEETING**

**Thursday, June 1, 2023 – 5:30 p.m.**

**Rent Stabilization Board Law Library – 2001 Center Street, 2<sup>nd</sup> floor, Berkeley**

**Minutes – *Approved***

1. Roll Call: Executive Director Williams called Roll.  
Members Present: Alpert, Mizell, Simon-Weisberg and Walker.  
Staff Present: L. Bursell, S. Cole and D. Williams.
2. Land Acknowledgment Statement: The Recording of the Land Acknowledgment Statement was played.
3. Approval of agenda: M/S/C (Simon-Weisberg/Alpert). Motion to approve the agenda. Voice Vote. Carried: 4-0-0-0.
4. Public Comment: No public comment.
5. Approval of the May 4, 2023 meeting minutes (attached to agenda): M/S/C (Simon-Weisberg/Alpert). Motion to approve the May 4, 2023 meeting minutes. Voice Vote. Carried: 4-0-0-0.
6. Update on Status of Current Agency Request for Proposals (verbal report only): Executive Director Williams gave a brief update on the Request for Proposals (RFP's) for Tenant Legal Service Providers and Legislative Lobbyists.
7. Discussion, and Possible Action regarding Recommendation to full Board on the Adoption of a Fiscal Year (FY) 2023/24 Line-Item Budget, Staffing Model & Expenditure Level (See Attached Staff Report): M/S/C (Simon-Weisberg/Walker). Motion to recommend to the Full Board at the June 15, 2023 meeting the adoption of the Fiscal Year (FY) 2023/24 Line-Item Budget, Staffing Model and Expenditure Level. Voice Vote. Carried: 4-0-0-0.
8. Office Relocation Process Update (verbal report only): Executive Director Williams gave a brief update on a possible new office location and lease and will provide additional updates at the next Committee Meeting. Commissioner Simon-Weisberg left the meeting at 6:20 p.m.
9. Future agenda items: The Committee agreed to discuss these items at the next meeting.
  - ➔ Report on Capital and Reserve Budgets of similarly sized institutions or jurisdictions
  - ➔ Review of Commissioner Stipends for Meeting Absence
  - ➔ Review of Penalty Fees for failure to Register and the Collection Process

10. Discussion and possible action to set the next meeting: Next meeting scheduled for Thursday, July 6, 2023 at 5:30 p.m.
11. Adjournment: M/S/C (Mizell/Alpert) Motion to Adjourn. Voice Vote. Carried: 3-0-0-1. Meeting adjourned at 6:24 p.m.

**STAFF CONTACT: DéSeana Williams, Executive Director (510) 981-7368**

COMMITTEE: Soli Alpert, Nathan Mizell, Leah Simon-Weisberg, Dominique Walker (Chair)