



Rent Stabilization Board

RENT STABILIZATION BOARD
BUDGET & PERSONNEL COMMITTEE MEETING

Friday, February 23, 2024 – 11:00 a.m.

Rent Stabilization Board Law Library – 2001 Center Street, 2nd floor, Berkeley

Minutes – *Approved*

1. Roll Call: Staffer DeSeana Williams called Roll at 11:07 a.m.
Members Present: Mizell, Alpert, Simon-Weisberg, and Committee Chair Walker.
Staff Present: D. Williams and S. Cole.
2. Land Acknowledgment Statement: The Recording of the Land Acknowledgment Statement was played.
3. Approval of agenda: Motion by Simon-Weisberg to change the order of the agenda flipping agenda's items six and seven. M/S/C (Simon-Weisberg/Walker). Motion to approve the agenda. YES: 3; NO: None; ABSTAIN: None; ABSENT: 1. Motion Carried: 3-0-0-1.
4. Public Comment: No public comment.
5. Approval of the February 8, 2024, meeting minutes (attached to agenda): M/S/C (Alpert/Simon-Weisberg). Motion to approve the February 8, 2024 meeting minutes. YES: 3 NO: None; ABSTAIN: None; ABSENT: 1. Carried: 3-0-0-1.
6. Discussion and Possible Action regarding Mid-Fiscal Year Budget Review, including and Update on Recent Changes to the Staffing Model (To be Delivered): Finance Director Shamika Cole updated the committee on Year end and Mid-Year budget status and report. NO ACTION TAKEN
7. Discussion and Possible Action on the Process to Adopt the Fiscal Year 2024/25 Registration Fee for Fully Covered and Measure MM units (Staff presentation): Finance Director Shamika Cole and Senior Planner Lief Bursell presented a Power Point to the committee with an update on the Fiscal Year 24/25 fee discussion and informed the committee that final reporting and recommendations will be presented at the March meetings. NO ACTION TAKEN
8. Office relocation process update (verbal report only): Executive Director Williams gave a brief update on the Rent Board office relocation. Informing the Committee that the office relocation will be delayed by a month with a proposed move-in date of April 1, 2024.

9. Rent Board File Scanning Project Update (verbal report only: Executive Director Williams gave a brief update on the property files scanning project. Informing the Committee that the file scanning project is about fifty percent complete

10. Future agenda items:
 - ➔ Rent Board Office Relocation Process and Progress
 - ➔ Rent Board Property Filing Project
 - ➔ Process to Adopt the Fiscal Year 2024/25 Registration Fee

11. Discussion and possible action to set the next meeting: Next meeting scheduled for Thursday, March 7, 2024 at 5:30 p.m.

12. Adjournment: M/S/C (Simon-Weisberg/Alpert) Motion to Adjourn. YES: 4 NO: None; ABSTAIN: None; ABSENT: None. Carried: 4-0-0-0. Meeting adjourned at 12:42 p.m.

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

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