



Rent Stabilization Board

RENT STABILIZATION BOARD
BUDGET & PERSONNEL COMMITTEE MEETING

Thursday, April 11, 2024 – 11:00 a.m.

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

Minutes – *Approved*

1. Roll Call: Executive Director Williams called Roll at 11:07 a.m.
Members Present: Alpert, Mizell, 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. Public Comment: No public comment.
4. Approval of the Agenda: Motion to approve the April 11, 2024, Committee meeting agenda. M/S/C (Alpert/Simon-Weisberg). Voice Vote. Carried: 4-0-0-0.
5. Approval of the March 7, 2024, meeting minutes (attached to agenda): Motion to approve the March 7, 2024, Committee meeting minutes. Voice vote. Carried: 4-0-0-0.
6. Discussion and possible action to recommend formally closing the Low-Income Tenant Pass-through Reimbursement Program: Finance Director Shamika Cole presented a PowerPoint to the committee with an update on the Passthrough program fund. M/S/C (Simon-Weisberg/Alpert). Motion to recommend to the full Board the Staff recommendation to expend the existing AEPHI fund for the purposes of the low-income Passthrough reimbursements for Fiscal year 2024. Voice Vote. Carried: 4-0-0-0.
7. 3Di Enhancements—Paperless Billing and Update to the 3Di Homepage (Staff presentation): Registration Manager Amanda Eberhart gave a brief presentation on the enhancements to the Rent Registry home page and user enhancements. NO ACTION TAKEN.
8. Update on Administrative Staff Assistant position and PIU Model Change (Verbal report only): Executive Director Williams provided an update on the current status of the staffing model change and a meeting with the SEIU. NO ACTION TAKEN.
9. Office relocation process update (verbal report only): Executive Director Williams gave a brief update on the Rent Board office relocation, informing the Committee that it was currently in progress and that the doors would be officially opened to the public on April 15, 2024. NO ACTION TAKEN.

10. Future agenda items:

- ➔ Rent Board Office Relocation Process and Progress
- ➔ Rent Board Property Filing Project
- ➔ Alternate Fee Schedule for Affordable Units
- ➔ Rent Board FY 2024 Budget Discussion

11. Discussion and possible action to set the next meeting: Next meeting scheduled for Thursday, May 2, 2024, at 5:30 p.m.

12. CLOSED SESSION: Public Employee Evaluation of Performance pursuant to California Government Code Section 54957(b)(1)

Title: Executive Director.

The committee recommends accepting the Executive Evaluation and compensation as presented and notes that the Executive Evaluation presentation and discussion will be provided to the full board.

13. Adjournment: M/S/C (Walker/Alpert) Motion to Adjourn. Voice Vote. Carried: 4-0-0-0. Meeting adjourned at 1:14 p.m.

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

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