BUDGET & PERSONNEL COMMITTEE MEETING

Wednesday, May 27, 2026 – 5:30 p.m.

Berkeley Rent Board Conference Room A – 2000 Center Street, Ste. 400 (4th floor), Berkeley, CA

MINUTES – *APPROVED*

1. Roll Call Staffer DeSeana Williams called Roll at 5:38 p.m.
Members Present: Mizell, Alpert, Committee Chair Walker, Kelley.
Staff Present: D. Williams, S. Cole.

2. Land Acknowledgment Statement: The Land Acknowledgment Statement was read by Commissioner Kelley.

3. Approval of agenda. Motion to approve the agenda. M/S/C (Kelley/Mizell). YES: 4; NO: None; ABSTAIN: None; ABSENT: None. Motion Carried: 4-0-0-0.

4. Public Comment No public comment

5. Approval of February 3, 2026, meeting minutes (attached to agenda) M/S/C (Mizell/Alpert). YES: 4; NO: None; ABSTAIN: None; ABSENT: None. Motion Carried: 4-0-0-0.

6. Discussion and Possible Action regarding Recommendation to full Board on the Adoption of a Fiscal Year (FY) 2026/27 Line-Item Budget, Staffing Model & Expenditure Level (See Attached Staff Report). Finance Director- Shamika Cole. Motion to recommend the Budget as presented. M/S/C (Alpert/Walker). YES: 4; NO: None; ABSTAIN: None; ABSENT: None. Motion Carried: 4-0-0-0. The Finance Director presented the proposed Budget recommendation to the Committee. The committee recommended increasing the capital reserve/set-aside to include all necessary funding for special projects in FY 27.

7. Discussion and Possible Action on the proposed Executive Salary Policy (See attached Staff Report) Executive Director- DéSeana Williams. Executive Director Williams presented the Committee with a draft policy for review and discussion. The policy will be agendized at a later meeting. NO ACTION TAKEN.

8. Future agenda items: Commissioner Alpert requested two new future agenda items.

    a. Reclassification study – New.

    b. Quarterly capacity report -New.

    c. Researching a policy or the need to have a policy regarding the ratio (difference) between fully covered and partially covered fees.

    d. An analysis of the Rent Board Staffing as it relates to continuity and attrition.

9. Discussion and possible action to set the next meeting. Motion to set the next meeting for July 2, 2026, at 5:30 pm. M/S/C (Alpert/Walker). YES: 4; NO: None; ABSTAIN: None; ABSENT: None. Motion Carried: 4-0-0-0.

10. Adjournment Motion to adjourn M/S/C (Walker/Kelley). YES: 4; NO: None; ABSTAIN: None; ABSENT: None. Motion Carried: 4-0-0-0. Meeting adjourned at 7:02 pm

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

COMMITTEE: Committee Chair Dominique Walker, Soli Alpert, Andy Kelley, Nathan Mizell