



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

**Thursday, July 9, 2020**

**5:00 p.m.**

**PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the Rent Stabilization Board's **Budget & Personnel Committee** (Committee) will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, **there will not be a physical meeting location available.**

To access this meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device by clicking on this URL: <https://us02web.zoom.us/j/88417814776>. If you do not wish for your name to appear on the screen, then use the drop-down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen.

To join by phone: Dial 1-669-900-6833 and enter Webinar ID: 884 1781 4776. If you wish to comment during the public comment portion of the agenda, Press \*9 and wait to be recognized by the Committee Chair.

To submit an e-mail comment to be read aloud during public comment, email [mbrown@cityofberkeley.info](mailto:mbrown@cityofberkeley.info) with the Subject Line in this format: "PUBLIC COMMENT ITEM FOR BUDGET & PERSONNEL COMMITTEE". Please observe a 150-word limit. Time limits on public comments will apply. Written comments will be entered into the public record. **Email comments must be submitted to the email address above by 3:00 p.m. on the day of the Committee meeting in order to be included.**

Please be mindful that this meeting will be recorded, and all other rules of procedure and decorum will apply for meetings conducted by teleconference or videoconference.

This meeting will be conducted in accordance with Government Code Section 54953 and all current state and local requirements allowing public participation in meetings of legislative bodies. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Matt Brown, Acting Executive Director, at (510) 981-7368 (981-RENT). The Committee may take action related to any subject listed on the Agenda.



Rent Stabilization Board

**COMMUNICATION ACCESS INFORMATION:**

This meeting is being held in a wheelchair-accessible location.

To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Aimee Mueller at 981-4932 or 981-6903 (TDD) *at least three business days before* the meeting date.



Please refrain from wearing scented products to this meeting.

**RENT STABILIZATION BOARD**

**BUDGET & PERSONNEL COMMITTEE MEETING**

**Thursday, July 9, 2020 – 5:00 p.m.**

**AGENDA**

1. Roll Call
2. Approval of Agenda
3. Public Comment
4. Approval of June 11, 2020 Meeting Minutes (Attached to Agenda)
5. Revenue Collections Update
6. Discussion and Possible Action regarding Recommendation to full Board to establish a COVID-19 related waiver process for late payment of the Fiscal Year 2020-2021 Registration Fee
7. Discussion and Possible Action on possible trainings and team-building exercises for Commissioners
8. Recruitment options for vacant Executive Director position
9. Future agenda items
  - ➔ Mid-year Budget Review
10. Discussion and Possible Action to set next committee meeting
11. Adjournment

**STAFF CONTACT: Matt Brown, Acting Executive Director (510) 981-7368**

**COMMITTEE:** Paola Laverde, Leah Simon-Weisberg, Alejandro Soto-Vigil, Igor Tregub (Chair)



Rent Stabilization Board

## **RENT STABILIZATION BOARD**

### **BUDGET & PERSONNEL COMMITTEE MEETING**

**Thursday, June 11, 2020 – 5:00 p.m.**

#### **Minutes to be Approved**

1. Roll Call. 5:04 p. m.  
Members present: Laverde, Selasky, Simon-Weisberg and Tregub.  
Staff present: Bursell and Brown.
2. Approval of Agenda. M/S/C (Laverde, Simon-Weisberg) Approve agenda. Roll call vote. Yes: Laverde, Simon-Weisberg, Selawsky, Tregub. No: None. ABSTAIN: None: ABSENT: None. Carried: 4-0-0-0.
3. Public Comment. None.
4. Approval of June 5, 2020 Meeting Minutes (Attached to Agenda). M/S/C (Selawsky, Laverde) Approve June 5, 2020 Meeting Minutes. Roll call vote. Yes: Laverde, Simon-Weisberg, Selawsky, Tregub. No: None. ABSTAIN: None: ABSENT: None. Carried: 4-0-0-0.
5. Discussion, and Possible Action regarding Recommendation to full Board to Adopt Fiscal Year (FY) 2020/21 Line-Item Budget, Staffing Model & Expenditure Level (See Attached Staff Report). M/S/C (Selawsky, Simon-Weisberg) Recommend to the full Rent Board the line-item budget, staffing model & expenditure level as proposed in Staff Report. Roll call vote. Yes: Laverde, Simon-Weisberg, Selawsky, Tregub. No: None. ABSTAIN: None: ABSENT: None. Carried: 4-0-0-0.
6. Discussion and Possible Action on possible trainings and team-building exercises for Commissioners. The committee agreed to keep this as a standing item on its agendas going forward.
7. Future agenda items. No actions taken.
8. Discussion and Possible Action to set next committee meeting. Regular meeting. 2<sup>nd</sup> Thursday of the month at 5pm. July 9<sup>th</sup>.
9. Adjournment. M/S/C (Laverde, Selawsky) Adjourn meeting. Roll call vote. Yes: Laverde, Simon-Weisberg, Selawsky, Tregub. No: None. ABSTAIN: None: ABSENT: None. Carried: 4-0-0-0. Meeting adjourned at 5:48 p.m.