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CITY HALL • 1 FRANK H. OGAWA PLAZA, 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Honorable Ronald V. Dellums
Mayor

(510) 238-3141
FAX (510) 238-4731
TDD (510) 238-7629

Letter of Nomination

September 16, 2008

The Honorable City Council
One City Hall Plaza, Second Floor
Oakland, CA 94612

Dear Council Members:

Upon nomination of the Mayor, the following persons are hereby appointed/reappointed as members of the following Board or Commission:

City Planning Commission

Ada Chan, Mayoral appointment to serve the term beginning May 6, 2008 and ending May 5, 2011, filling the seat previously held by Suzie W. Lee.

Douglas Boxer, Mayoral reappointment to serve the term beginning May 6, 2008 and ending May 5, 2011, filling the seat he previously held.

Thank you for your assistance in this matter.

Sincerely,

Ronald V. Dellums
Mayor

ADA CHAN

STATEMENT

Neighborhood planner, affordable housing developer, and economic development practitioner, Ada Chan has development experience spanning community engagement, land use policy, and development processes as well as experience in property and asset management. She has worked on the development of affordable housing, commercial and industrial land policy in Bay Area municipalities such as Alameda County, San Francisco, Milpitas and Rohnert Park. Her work reflects her commitment to communities' access to services, jobs, and the decisions that impact their quality of life, she has focused on facilitating practical and practicable solutions that take into consideration financing and operations and are sustainable over time.

SUMMARY OF QUALIFICATIONS

Economic Development, Research and Policy Analysis

- Developed analysis of community impacts of rezoning to develop legislation creating \$3.5 million dollar community stabilization fund
- Developed land use policy recommendations in the context of economic development strategies for unincorporated areas of Alameda County and for the City of Milpitas industrial areas.
- Developed proforma and negotiated with syndicators representing private investors for the sale of federal tax credits.
- Led committee analysis and discussion of homeownership issues that resulted in a bond initiative with a dedication of funds for the development of affordable homeownership housing and land trust acquisition as well as down payment assistance.

Community Planning and Development

- Conceptualized issues and developed materials identifying links between land use and community benefits in the development of land use rezoning proposal.
- Facilitated strategic planning for City of Chula Vista, Human Resource and Information Technology Departments, as well as the State of Utah Department of Oil Gas and Mining, Wayne County Economic Development Department with identified fiscal impacts and measurable outcomes.
- Worked as part of community collaborative in the analysis of proposed developments and participated in negotiations with developers to ensure mitigation of community impacts.
- Developed neighborhood revitalization strategies and assured project/agency accountability in addressing community vision, goals and objectives in all community based activities.
- Led curriculum development for homeownership program targeting monolingual Spanish speakers integrating key financial literacy concepts utilizing popular education techniques.

Project Management

- Coordination of all phases of multifamily affordable housing development, including acquisition, programming, contractor and consultant selection, construction and lease-up
- Secured project funding of over \$6.7 million, including project related federal tax credit, San Francisco Federal Home Loan Bank Affordable Housing Program, Housing Opportunities for People With AIDS, city and county funding applications.
- Prepared feasibility analysis, pro-formas, cost and operating projections, and development budgets for potential development sites of single-family homes, multi-family residential, supportive housing, and homeless family shelter projects.
- Organized community political action resulting in mayoral support and commitment of \$500,000 to fully fund development of small children's park
- Owner's Representative for community cultural center and performance space, youth center and transitional housing program, to ensure community needs and vision were realized in development process.

EMPLOYMENT HISTORY

Independent Consulting and Project Management

7/04 - present

Facilitating strategic planning and community consensus processes, providing land use and economic development analysis, feasibility analysis and project management. Clients include Honoring Emancipated Youth a project of the United Way, South of Market Youth Task Force, EastSide Arts Alliance, ArtHouse, Chinese Culture Center, The City of S.F. Dept. Environmental Health, the City of Los Angeles Housing Rehab Program and the Laurel District Association.

Contract Work

7/04 - present

Facilitating strategic planning for organizations, coalitions and municipalities, providing land use and economic development analysis as a contract employee or part of a consulting team. Contracting firms include: Conley Consulting Group, Weidner Inc., Anko In. Projects include City of Los Angeles Housing Department year long training in strategic thinking and organizational positioning. City of Oakland Retail Study, developing recommendations for the City of Milpitas Industrial lands, and strategic planning with the State of Utah Dept. of Oil, Gas and Mining and with the Wayne County Economic Development Department.

Interim Executive Director

10/03 – 6/04

Asian Pacific Environmental Network, Oakland, CA

Based in Oakland Chinatown, APEN is a community based environmental justice group engaged in local, statewide and national initiatives with a satellite office in Richmond. Was responsible for raising annual budget of \$700,000, staff and board development, strategic planning and program positioning.

Community Planning and Development, Department Manager

2/01 - 6/03

Mission Economic Development Association, San Francisco, CA

MEDA is a community-based, local economic development corporation, located in the Mission District of San Francisco. Department Manager Position responsibilities included management of and fundraising for department of five staff administering three-community development programs with an \$500,000 annual budget. Program areas included the Commercial Corridor Management, Homeownership Program and leading the organization's participation in the Eastern Neighborhoods land use planning.

Project Manager

5/92 – 7/00

Asian Neighborhood Design, San Francisco, CA

AND provides architecture and community planning, employment training, and family and youth services to low-income multicultural communities throughout the Bay Area. As Project Manager, was responsible for of all aspects of affordable housing development, feasibility analysis, community approval, financing, construction and leasing and property management. Also managed planning and community design processes working with business owners, residents and community stakeholders in neighborhoods in Oakland and San Francisco.

Operations/Personnel Manager

4/88 – 6/91

Veterans Assistance Center, Berkeley, CA

Berkeley-based nonprofit organization with three satellite offices in Contra Costa, Alameda Counties, serving the veteran population through transitional housing, employment counseling, legal support, and advocacy. Responsible for all aspects of facilities management, operations and personnel.

Employment Development Specialist

10/86 – 3/88

Asian Multi Services, Oakland, CA

Asian Multi Services is a newcomers program serving API immigrants and refugees, job training and placement. Developed Employment Program linkages with over 100 local businesses and community-based organizations. Increased agency placement and retention by 20%.

EDUCATION

Affordable Housing Development Training, Local Initiatives Support Corporation 1996
Master of Urban Planning, San Jose State University 1994
Bachelor of Arts, University of California, San Diego Major: History 1985

OTHER AFFILIATIONS

Member, South of Market Stabilization Fund Community Advisory Committee 2006 -present
The SOMA Stabilization Fund, funded through development in the rezoned Rincon Hill, is to be used to mitigate impacts of development on the greater SOMA area. The Board-appointed committee is charged with assessing the impacts of development and identify priorities for funding programs and projects that will support the stabilization of the low-income residents and small business in SOMA.

Board Member, SafeHouse/San Francisco Network Ministries Housing Corp. 2005 - present
Currently serving as the San Francisco Network Ministries representative on the board of this joint project of the Sisters of the Presentation and San Francisco Network Ministries. SafeHouse is one of five transitional housing programs for women leaving prostitution in the country. Originally involved in the SafeHouse's development in its inception, returned as a board member to lead the strategic planning committee.

Capital Campaign Committee, Eastside Cultural Center 2006 - present
EastSide Cultural Center is the ground floor tenant and limited partner in a mixed use building with 18 units of affordable housing and ground floor commercial. Originally involved in the initial development of the project, Eastside Cultural Center is the only cultural performance space in East Oakland.

PREVIOUS AFFILIATIONS

San Francisco Land Trust Task Force	Board Appointee
Board of Supervisors Advisory Committee for selection of Planning Commissioners	Member
Just Economics	Volunteer
South of Market Problem Solving Council	Board Member
Bay Area Urban League, Job Fair	Steering Committee
BAUL/Anti Defamation League A World of Difference Youth Awards	Executive Committee

DOUGLAS BOXER

PROFESSIONAL EXPERIENCE

BOXER & ASSOCIATES

August 1996 – Present

President

Oakland, CA

Manage all aspects of public affairs, marketing and business development consulting firm specializing in natural resources and alternative energy issues. Services provided include government affairs, public relations, capital development, and technology driven marketing.

PLATINUM ADVISORS

March 2001 – April 2004

Vice President

San Francisco, CA

Directed San Francisco office of leading Sacramento-based government affairs firm. Clients included Microsoft, PG&E, Hearst Corporation, California Forestry Association, Pebble Beach Corporation among others. Responsible for business development, marketing, and client relations. Interfaced with numerous state and local agencies including San Francisco Public Utilities Commission, and California Public Utilities Commission.

VOTER.COM

August 2000 – February 2001

Director, Democratic Affairs

San Francisco, CA

After previous employer was acquired by Voter.com, served as sole Democratic operative in California. Led sales team in revenue during tenure with the firm. Assisted with product development including online contribution tools, web site solutions, and database development.

ONE DEMOCRACY.COM

August 1999 – July 2000

Senior Director, Business Development

San Bruno, CA

Hired as first employee of Internet start-up, which built online advocacy tools for political and non-profit clients. Helped develop application service provider business model. Managed Democratic sales team. Successfully recruited high-profile Advisory Board members including Gov. Ann Richards and former White House Press Secretary Dee Dee Myers. Assisted in venture capital presentations. Responsible for developing partnerships with Democratic oriented political organizations. Company acquired by Voter.com in July 2000.

ROCKTROPOLIS ENTERPRISES

January - July 1996

Vice President/General Counsel

Los Angeles, CA

As General Counsel, responsible for in-house legal services for start-up company specializing in the development of sites on the World Wide Web and managing legal issues for the Rocktropolis web site. As Vice President of Rocktropolis Interactive Design, led team of sales and marketing representatives. Clients included Quarterdeck Corporation, Paramount Pictures, and the San Francisco 49ers.

CITY OF LOS ANGELES

May 1994 - January 1996

Assistant Deputy Mayor for Intergovernmental Affairs

Los Angeles, CA

Created and implemented Mayor's strategy to attain federal and state budgetary resources. Secured Supplemental Empowerment Zone designation for Los Angeles. Assisted in establishment of the Los Angeles Community Development Bank, capitalized with \$430 million in federal funds. Secured \$66 million federal crime bill grants to upgrade LAPD technology and

hire 800 new officers. Coordinated implementation of \$62 million in federal earthquake recovery grants. Served as Mayor's liaison to Congress, the White House and federal agencies, and state governments.

U.S. SMALL BUSINESS ADMINISTRATION **January 1994 - May 1994**
Special Assistant to the Associate Deputy Administrator **Washington, DC**
Responsible for development of welfare reform legislation that affected SBA programs. Assisted Deputy Administrator in coordination of SBA response to the Northridge earthquake.

DEPARTMENT OF HEALTH & HUMAN SERVICES **February 1993 - January 1994**
Congressional Liaison Specialist **Washington, DC**
Managed the nomination of Presidential appointments to the Department to ensure successful confirmation, including Surgeon General Joycelyn Elders. Acted as liaison between Members of Congress and the Department. Prepared briefing materials on legislation and biographies of Members of Congress.

PRESIDENTIAL TRANSITION OFFICE **December 1992 - February 1993**
Legislative Affairs Representative **Washington, DC**
Assisted in coordination of efforts to have President Clinton's cabinet and sub-cabinet confirmed by the U.S. Senate. Responsibilities included researching nominees' backgrounds.

HANSON, BRIDGETT, MARCUS, VLAHOS & RUDY **October 1991 - August 1992**
Labor Law Associate **San Francisco, CA**
Prepared motions for state and federal court proceedings. Drafted employment manuals to ensure compliance with federal and state laws. Prepared compliance memoranda for labor clients.

EDUCATION

UNIVERSITY OF SAN FRANCISCO, School of Law
Juris Doctor, May 1991:
Graduated cum laude

UNIVERSITY OF CALIFORNIA, BERKELEY
Bachelor of Arts in Political Economy of Industrialized Societies, May 1988

Admitted to Practice Law: State of California, the United States Court of Appeals for the Ninth Circuit, the United States District Court for the Northern District of California.

BOARDS

LEGAL COMMUNITY AGAINST VIOLENCE **March 2003 - Present**
Member Board of Directors **San Francisco, CA**
Leading gun violence prevention organization, formed in 1991 after the tragedy at the 101 California St. office tower.

PERSONAL

Married to former Amy Marie Lynch, now Amy Boxer.

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APPROVED FOR FORM AND LEGALITY

Hee
CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

**RESOLUTION APPOINTING ADA CHAN AND REAPPOINTING DOUGLAS BOXER,
AS MEMBERS OF THE CITY PLANNING COMMISSION**

WHEREAS, Ordinance No. 192 C.M.S. creates the City Planning Commission, whose members are nominated by the Mayor and approved by the City Council; and

WHEREAS, Ordinance No. 11776 C.M.S. specifies that members of the City Planning Commission are to serve three year terms, which are to be staggered so that some appointments will expire every year, and appointments to fill a term of office are only to be for the remainder of that term; now, therefore, be it

RESOLVED, that by the nomination of the Mayor, the following individuals are hereby appointed to the terms set forth below:

Ada Chan, Mayoral appointment to serve the term beginning May 6, 2008 and ending May 5, 2011, filling the seat previously held by Suzie W. Lee.

Douglas Boxer, Mayoral reappointment to serve the term beginning May 6, 2008 and ending May 5, 2011, filling the seat he previously held.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES- BRUNNER, KERNIGHAN, NADEL, QUAN, BROOKS, REID, CHANG,
AND PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California