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CITY OF OAKLAND



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

Office of the Mayor
Honorable Libby Schaaf
Mayor

(510) 238-3141
Fax (510) 238-4731

Letter of Appointment

May 19, 2021

The Honorable City Council
One Frank H. Ogawa Plaza, Second Floor
Oakland, CA 94612

Dear President Bas and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has reappointed the following persons as members of the following board or commission, subject to City Council confirmation:

Oakland Taxation and Assessment Board of Review under the Transient Occupancy Tax Ordinance

1. The City Auditor.
2. The City Administrator.
3. Charles L. "Chip" Conradi, as a Mayoral appointment to serve the term that began October 2, 2019 and ending October 1, 2023, filling the seat designated for a community member selected by the Mayor.
4. Jens Hillmer, as a Mayoral appointment to serve the term that began October 2, 2020 and ending October 1, 2024, filling the seat designated for a community member selected by the Mayor.

Thank you for your assistance in this matter.

Sincerely,


Libby Schaaf
Mayor

Leadership Profile

Charles R. Conradi

Vice President – Treasurer and Chief Tax Officer of The Clorox Company (ret.)



Chip Conradi joined The Clorox Company in 2000 as Vice President – Tax, and was appointed Treasurer in 2004. In this role, he was responsible for global tax, treasury and credit activities for the Company and its affiliates. His duties included, among other things, capital structure and credit policy, cash and foreign currency management, debt issuance, share repurchases, serving on the Company's fiduciary committee overseeing investments in the Company's benefit plans, tax planning and tax compliance and reporting.

Prior to joining Clorox, he was a Senior Vice President and head of the International Tax Section at Bank of America in San Francisco. Chip held other positions in industry, including a 3-year assignment in Tokyo, Japan.

Chip received a Bachelor of Arts degree from Cornell University and his Juris Doctor, *with honors*, and his Masters Degree in Taxation from Golden Gate University. He is a member of the California Bar.

In addition to his former duties with The Clorox Company, Chip served on the Clorox Foundation Board and has served or is serving on a number of non-profit boards in the Bay Area, including the Alameda County Community Food Bank (former Chair), Junior Achievement of Northern California (former Chair), East Bay Regional Parks Foundation (Chair), Golden Gate University and the City of Oakland Board of Tax Review (Chair).

Chip and his wife Rebecca live in Oakland, where they raised their four children.

Jens Hillmer

• Richmond, CA 94804 •

EXPERIENCE

Development Program Manager

Economic & Workforce Development Department

Public/Private Partnership Division

2017 - present

Manage and oversee a project team with a successful history of planning and managing the sale and development of city or other properties in public-private partnerships in downtown Oakland and several other former redevelopment areas in the city, including affordable and market-rate housing, transportation-oriented mixed-use developments, office and retail projects, infrastructure improvements and historic rehabilitation. Responsibilities also include administering facility management contracts for Oakland's George P. Scotlan Memorial convention center and various other City-owned entertainment venues. Recent accomplishments include construction starts of two major office projects on former Oakland Redevelopment Agency properties in the central business district. Team activities include the following:

- Managing the sale and development of city properties involving multiple stakeholders and agencies.
- Administration of public facility management agreements.
- Administering Oakland Redevelopment Successor Agency obligations.
- Implementing public improvement projects and programs.
- Preparing, administering and monitoring contracts, budgets, and programs.
- Preparing and presenting reports and legislation for City Council review approval.
- Participation in preparation of economic development and planning studies.

Urban Economic Coordinator

Economic & Workforce Development Department

Community and Economic Development Agency

1999 - 2017

Supervised professional staff in structuring and administering development projects and programs in downtown Oakland, including mixed-income residential, office and retail projects, transportation-oriented mixed-use development, infrastructure improvements and historic rehabilitation. Accomplishments include redevelopment of Oakland's Uptown area into a popular residential and entertainment district and of MacArthur BART Station into a significant transit-oriented development. Other team activities included the following:

- Overseeing disposition and development of public land in public-private partnerships, including project planning, developer solicitations, financial feasibility and pro forma analysis, project underwriting and financing, site remediation, monitoring and participating in entitlement approval process, property sales, loan/grant disbursements, and construction monitoring.
- Negotiating and administering complex legal documents, such as financing agreements, real estate purchase and sales contracts and leases, property management agreements.
- Negotiating and overseeing property management agreements for recreational and convention center facilities.
- Administer public funding for the MacArthur BART Transit Village and several public improvement projects.
- Manage public facility renovations.
- Preparing and presenting reports and legislation for public review and action by City boards and commissions.

Jens Hillmer

- Collaborating with other City departments, public agencies and community and business organizations on project and policy issues, such as housing and economic development policy, zoning and planning studies, design review, and public parking issues.
- Soliciting, selecting and administering contract services, including financial feasibility studies, economic impact reports, specific planning studies, construction management and design and engineering.

Urban Economic Analyst IV

Community and Economic Development Agency

Office of Neighborhood Investment, City of Oakland, CA

1996 - 1999

Lead team responsible for conversion of a historic high school campus to a bio-medical research facility for Children's Hospital Oakland and a community senior center, surrounded by affordable for-sale housing and a public park.

- Prepared and administered project development budgets and pro forma financial statements
- Secured and administered project financing from local, state and federal sources, including historic rehabilitation tax credits.
- Managed a team of consultants during program development, design and construction, property management and property disposition.
- Completed sale of building to Children's Hospital Oakland.
- Negotiated long-term lease-back of senior center.
- Oversaw compliance with all local, state and federal legal and regulatory requirements.
- Managed and conducted community outreach to build awareness and support for project.

Housing Development Coordinator IV

Office of Housing and Neighborhood Development, City of Oakland, CA

1993 - 1996

Supervised staff in the administration of federal, state and local affordable housing finance programs during planning and implementation of affordable and market rate housing development projects

- Underwrote and administered construction and permanent financing for affordable housing projects.
- Negotiated and administered real estate purchase and sale agreements.
- Monitored project compliance with federal, state and local regulations.
- Worked with City staff and other public agencies on housing policy, zoning regulations and land use planning.

Jens Hillmer

Housing Development Coordinator III

Office of Community Development, City of Oakland, CA

1990 - 1993

- Administered financing of affordable housing projects.
- Prepared Requests for Proposals to develop City-owned properties, evaluated proposals and sold properties.
- Assisted in the preparation of requests for proposals/qualifications for contractors and consultants.

Student Trainee

Office of Community Development, City of Oakland, CA

1989 - 1990

- Assisted in administration of housing finance program.

Research Assistant

Institute of Urban and Regional Development, University of California, Berkeley, CA

1988 - 1989

- Assisted in survey research and analysis of the effectiveness of real estate disclosure laws for single-family homes for the California Department of Real Estate.
- Conducted annual rental housing operating cost survey for Berkeley Rent Stabilization Board.

Graduate Instructor

Department of Sociology, University of California, Berkeley, CA

1987 - 1989

- Conducted classes on survey research methods and statistical analysis.

EDUCATION

University of California, Berkeley, CA

Masters in City and Regional Planning

1989

University of California, Santa Barbara, CA

Bachelor of Arts, Sociology (Summa Cum Laude)

1984

SKILLS

- Proven quantitative and qualitative analytical ability with an emphasis on real estate and economic development.
- Proven real estate finance and development expertise.
- Effective interpersonal communication skills and a commitment to community engagement.
- Effective, clear and concise writer and presenter, skilled at conveying complex material and making project and policy recommendations in politically-charged environments.
- Extensive and successful real estate finance and development contract negotiating experience.
- Experienced team leader and coordinator.