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Letter of Nomination

September 19, 2011

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

Dear President Reid and members of the City Council:

Pursuant to City Charter section 601, the Mayor, hereby appoints the following persons as members of the following Board or Commission, subject to the City Council's confirmation:

**HOUSING, RESIDENTIAL RENT AND RELOCATION BOARD**

Linda Lonay, Mayoral appointment to serve the term beginning February 12, 2011 and ending February 11, 2014 as a landlord member, filling the seat previously held by Alan Flatt.

Ramona C. Chang, Mayoral appointment to serve the term beginning January 3, 2011 and ending January 2, 2014 as alternate landlord member, filling a seat previously held vacant.

Jessica Warner, Mayoral appointment to serve the term beginning January 3, 2011 and ending January 2, 2014 as alternate neutral member, filling a seat previously held vacant.

Thank you for your assistance in this matter.

Sincerely,

Jean Quan  
Mayor

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**PROFILE** I am applying for a landlord seat on the Oakland Rent Board. I have 30+ years experience managing property in Oakland and am knowledgeable about Oakland's Rent Control & Just Cause Eviction ordinances. I manage properties ranging from single-family homes up to 8 units in many parts of Oakland: near Eastmont Mall, near MacArthur BART, near Highland Hospital, in West Oakland, near Lake Merritt (east side), and various parts of north Oakland. My tenants reflect the diversity of Oakland's citizens: handicapped tenants; mentally ill/disabled tenants; seniors; young people; students; Section 8 tenants; tenants of all different occupations, races, ethnicities, sexual orientations (including transgender) and income levels. My work revolves around providing pleasant and affordable rental housing in Oakland. I am a good, responsible landlord with many years of experience across a wide spectrum of rental housing in Oakland who would be a good selection for your Board.

**EXPERIENCE**

**PROPERTY MANAGER**  
*Oakland, CA* 2009-present  
Conduct all facets of management of wide range of residential housing types and locations throughout Oakland. Participant in OPD Beat 6 Neighborhood Crime Prevention Committee. On the property management side: supervise maintenance of properties; maintain records; create schedules; employ and supervise staff; market, show & rent out housing units. On the real estate side: handle financial & operational aspects of properties; handle legal matters; analyze market conditions; and evaluate property financial performances. Am familiar with Oakland's Rent Control and Just Cause for Eviction ordinances, eviction procedures, and landlord/tenant law.

**PRINCIPAL RESEARCHER**  
*Afterimage + space, Inc.; Emeryville, CA* 2003-2009  
Oversaw R & D program funded by Dept. of Energy in liaison with Lawrence Berkeley Labs, intended to create a national policy with respect to commercial fluorescent lighting practices using higher Kelvin temperature fluorescent lamps. Collected, compared and analyzed energy consumption data nationwide by state, region, source. Left at close of project to manage properties full-time.

**OWNER**  
*Buckaroo Builders; Berkeley, CA* 1987-1991  
State of California Licensed Building Contractor. Formed real estate partnerships with investors, providing management of partnership residential investment properties. Contracted with City of Oakland for renovation of residential rental properties in West Oakland; generated construction design drawings, supervised renovation efforts and handled all files and relations with City staff. Gradually dismantled partnership as demands of stay-at-home mom with two children increased.

**PROJECT MANAGER**  
*Silverman & Light, Inc.; Oakland, CA* 1983-1987  
Project manager for electrical engineering construction design firm, designing electrical power and transmission systems for a wide variety of electrical engineering projects: office buildings, hospitals, restaurants, high-rise residences, and special projects, including City of Oakland City Center Renovation 1986-1987. Professional-level knowledge of construction and building codes. Left due to birth of first child.

**ELECTRICAL DESIGNER**  
*Engineering Enterprise; Berkeley, CA* 1978-1983  
Started as Electrical Draftsperson; worked up to higher post. Worked on wide range of projects: convention centers, office buildings, airports, hospitals, prisons, restaurants and special projects. Professional-level knowledge of construction and building codes. Left for increased advancement opportunities.

**ELECTRICAL DRAFTSPERSON**  
*Kaiser Engineers; Oakland, CA* 1976-1978  
Electrical Draftsperson. Left to work on smaller, more varied projects.

**EDUCATION** UNIVERSITY OF CALIFORNIA, BERKELEY  
*Berkeley, CA: B.A. 1978*

**SKILLS** Resourceful, hard-working, good business abilities; knowledgeable about construction, building codes; many years experience with and knowledge of landlord/tenant law

**REFERRALS** Any of my tenants: contact information provided upon request.

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PROFESSIONAL LEGAL EXPERIENCE

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EAST BAY COMMUNITY LAW CENTER, Berkeley, CA 2009 – 2011  
*Policy Director and Supervising Attorney, Clean Slate Practice*

Supervised staff and student interns. Recruited and trained students and pro bono attorneys. Developed direct service and impact litigation strategies to enforce employment protections. Provided technical assistance to organizations interested in providing "clean slate" services for low-income clients and to legislative staff. Argued motions for expungement and other criminal record remedies and for reinstatement of occupational licenses.

NATIONAL EMPLOYMENT LAW PROJECT, Oakland, CA 2008 – 2009  
*Staff Attorney*

Direct representation in federal administrative process and employment discrimination settlement negotiations with employers. Drafted legislation and municipal ordinances, provided technical support, developed best practice guides and lobbied to expand equal employment opportunities for people with criminal records. Represented port workers in federal appeal process to obtain worker credentials.

BERKELEY CENTER FOR CRIMINAL JUSTICE, UC Berkeley, CA 2007 – 2008  
*Program Associate*

Defined priority research areas for Berkeley Law School center focused on criminal justice policy reform. Researched innovative criminal justice issues including expanding employment opportunities, prison reform and juvenile justice. Prepared budget for all center activities. Drafted grant proposals and prepared grant reports. Coordinated hiring process, including recruitment and training. Supervised staff and mentored law students.

CONTRA COSTA COUNTY OFFICE OF THE PUBLIC DEFENDER, Martinez, CA 2006 - 2007  
*Research Attorney/Death Penalty Law Clerk*

Researched, drafted, and argued various motions. Attorney for legal team in a pre-conviction capital case; performed factual investigation, tracked expenses, researched and drafted motions.

BERKELEY LAW FOUNDATION, Berkeley, CA 2005- Present  
*Chief Financial Officer; Year Long Grant Co-Chair; Board Member*

Provided financial oversight and completed tax filings for public interest law foundation committed to increasing diversity in the legal profession. Coordinated selection process and monitored progress for post-graduate grants.

VARIOUS EMPLOYERS 2003 – 2005  
*Legal Intern*

- ALAMEDA COUNTY OFFICE OF THE PUBLIC DEFENDER, Oakland, CA – 2005: Researched, drafted, and argued motions to dismiss charges brought against defendants.
- EAST BAY COMMUNITY LAW CENTER, Berkeley, CA - 2004 – 2005: Defended citations, assisted in discovery for affirmative housing case, and drafted policy guide regarding collateral impacts of a criminal record. Mentored new interns. Defended an unlawful eviction from public housing including taking a deposition.
- PUBLIC ADVOCATES, San Francisco, CA – 2004: Legal research and writing to support the Transit and Housing Equity programs including reviewing housing elements to ensure local compliance with state law.
- COMMUNITIES FOR A BETTER ENVIRONMENT, Oakland, CA – 2003: Provided research support. Drafted comments on state and federal clean air regulations and compliance guidelines.
- MAKE THE ROAD BY WALKING, Brooklyn, NY – 2003: Advocated for member's at hearings to obtain public assistance and social security disability. Researched city ordinances and regulations to develop housing code enforcement campaign. Lobbied city council members to expand interpretation services at local hospitals.

# JESSICA "Jessie" YAGI WARNER

## OTHER PROFESSIONAL EXPERIENCE

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- FIRELIGHT MEDIA, INC.**, New York, NY 2001-2002  
*Business Manager*  
Handled financial, budget and business matters of non-profit producing documentary films on civil rights themes. Coordinated international team of activists at the World Conference Against Racism in Durban, South Africa.
- JUSTACT: YOUTH ACTION FOR GLOBAL JUSTICE**, San Francisco, CA 1999-2000  
*Coordinator and Participant*  
Coordinated Bike-Aid, a 9-week, cross-country bicycle trip combining education with community service. Supervised interns to plan routing details for four different routes. Developed a national outreach strategy.
- WALSH PACIFIC CONSTRUCTION**, Pleasanton, CA 1994-1998  
Calera Creek Water Recycling Plant and Wetlands Restoration- Pacifica, CA  
*Field Engineer*- Supervised crews, coordinated sub-contractors, and consulted with owner's representatives and engineers for a 36-million-dollar, environmentally sound wastewater treatment plant. Managed a five-million-dollar budget for field operations.  
EBMUD Adeline Maintenance Facility- Oakland, CA  
*Mechanical, Electrical and Plumbing (MEP) Coordinator*- Coordinated MEP subcontractors in final phases of a 25 million-dollar project for the East Bay Municipal Utility District (EBMUD).  
Castro Valley BART Station and Parking Lot- Castro Valley, CA  
*Quality Control Engineer*- Coordinated all inspections for a 28 million-dollar Bay Area Rapid Transit (BART) station on the Dublin/Pleasanton line.
- MORLEY CONSTRUCTION**, Santa Monica, CA 1993-1994  
*Cooperative Intern/Project Engineer*  
At Pepperdine Student Housing Project, coordinated material submittals for architect's review. At Main Office, estimated numerous projects including seismic retrofits, concrete, and steel- and wood-framed buildings.
- VARIOUS ORGANIZATIONS** 1996-2003  
*Volunteer*
- CALIFORNIANS FOR JUSTICE (CFJ), Oakland, CA- 1996-2000, 2003: Organized in communities of color including the fight against the California Civil Rights Initiative that dismantled affirmative action, the Gang Violence and Youth Crime Prevention Bill and Proposition 54, the Racial Privacy Initiative.
  - PRISON MORATORIUM PROJECT, Brooklyn, NY- 2000-2003: Researched rural economic development models as alternatives to the expansion of the prison system in New York State. Campaigned for drug sentencing reforms. Facilitated discussions with youth members about political movements and the global economy.

## EDUCATION

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- UNIVERSITY OF CALIFORNIA, BERKELEY SCHOOL OF LAW (BOALT HALL)** Juris Doctor, May 2005  
Activities: Asian Law Journal; Berkeley Law Foundation; Coalition for Diversity; Worker's Rights Clinic  
Honors: Boalt Hall Bridge Fellow
- BROOKLYN LAW SCHOOL** 2002 - 2003  
Honors: Edward V. Sparer Public Interest Law Fellow
- CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO** 1994  
B.S. Construction Management,  
Honors: Dean's List

## BAR MEMBERSHIP

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- California State Bar Association Admitted December 2005 State Bar Number: 241333  
American Bar Association Criminal Justice Section- Reentry Subcommittee Member

## PUBLICATIONS

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*Cities Pave the Way: Promising Reentry Policies that Promote Local Hiring of People with Criminal Records, Strategy Guide;* with Maurice Emsellem

**Ramona C. Chang**

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### **Top-Tier Real Estate Professional**

With Extensive Experience & Expertise In:

**Income Property Acquisitions ... Multiple Property Management ... Investment Analysis  
Requested Guest Lecturer on Property Management ... Seasoned Negotiator  
Residential, Commercial & Income-Producing Property Purchases & Sales**

Top-producing real estate broker who has personally represented and negotiated the purchases and sales of more than 2,000 residential, commercial, and income producing properties for buyers and sellers in 10 local counties in the San Francisco Bay Area. Successful real estate investor and property manager who has built and managed an impressive portfolio of single, and multiple-unit residential income generating properties in California, New Mexico, and Hawaii, while owning and operating one of the San Francisco Bay Area's most successful real estate businesses.

Valued industry leader whose exemplary career accomplishments have prompted appointment to the National Association of Realtors Federal Housing Policy Commission. Recognized community leader who serves as an on-camera docent at KQED Public Broadcast TV. Active Bay Area patron who utilizes exceptional leadership, communications, and interpersonal skills to organize, lead, and direct as many as 200 volunteers in supporting charities at local events.

Accomplished speaker, subject matter expert on property management, and sought-after guest lecturer by bay area universities. Academic credentials include a BS, Business Management and accreditation as Certified Real Estate Brokerage, Certified Residential Specialist, Certified Distressed Property Expert, Seniors Real Estate Specialist, Real Estate Cyberspace Specialist, and designated Master Trainer for the California Association of Realtors. Highly-regarded by colleagues for in-depth industry knowledge and unwavering honesty and integrity.

**Corporate Property Management ... Realtor Training & Development  
Bay Area Rent Control ... Landlord Tenant Rights ... Fannie Mae/Freddie Mac REO Agent  
Certified Minority Women Owned Business ... Real Estate Fiduciary & Conservator Trust**

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### **PROFESSIONAL EXPERIENCE**

#### **Chang & Hardeman Real Estate, Oakland, CA 1989-Present**

*Boutique Real Estate firm specializing in Alameda and Contra Costa County sales for all types of real estate investments, property, and property management for residential, commercial, and income*

properties.

**Owner, Real Estate Broker**

Senior-level P&L responsibility for real estate business providing property management and sales of residential and commercial properties. Leads and directs sales of investment income producing buildings in Alameda and Contra Costa counties. Plans and orchestrates the delivery and administrative support of full and complete client services from sales through property management and leasing. Seasoned investment property sales executive who performs appraisals and develops comprehensive financial analyses of proposed income properties for potential buyers.

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Executive-level property manager that currently manages a 40-unit property in California and numerous properties in other states, with the primary objective increasing the value of real estate investments by establishing a solid record of high occupancy, satisfied tenants, and profitable operations. Key management services provided to clients include:

- Managing each property's financial operation, ensuring rents are collected on time and mortgages, property taxes, and maintenance bills are paid in a timely manner.
- Continually reducing operating expenses to deliver profitable operations.
- Scheduling and managing property maintenance projects.
- Supervising repair bids and reviewing completed assignments.
- Compiling data for financial reports and providing key metrics to owners.
- Evaluating performance of employees/agents.
- Negotiating real estate sales contracts.
- Resolving customer and public complaints.
- Maintaining records, reports, and files.
- Ensuring rental properties are occupied.
- Analyzing market conditions including property values, taxes, zoning, population growth, and traffic volume to recommend purchases and sales of properties.

**Career Notes:** Additional meritorious sales experience as the #1 ranked sales executive out of 1,000 agents selling life and health insurance with Woodmen Accident and Life Insurance Company. Further operations management experience as Operations Officer for the largest branch of Citizens Savings and Loan in Oakland, CA.

## **EDUCATION & CREDENTIALS**

**BS, Business Administration**

California State University, Hayward, CA

**Post Graduate: Statistical Programming for the Social Sciences**

California State University, Hayward, CA

**PROFESSIONAL DEVELOPMENT & ASSOCIATIONS**

**Business Management**, American Banking Association

**Business Partnerships**, National Association of Life Underwriters

**Property Financial Planning**, National Association of Life Underwriters

**Real Estate Lending, Operations Management**, American Saving and Loan Association

**Past President (Twice)** Asian Real Estate Association

**Past Director**, Oakland Board of Realtors

**Past Director**, California Association of Realtors

**Past President**, Women's Council of Realtors

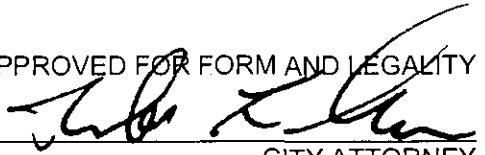
**Past VP Local** Government Relations Committee

**Ethical Diversity Committee**, California Association of Realtors

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

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APPROVED FOR FORM AND LEGALITY

  
CITY ATTORNEY

## OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

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### RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF LINDA LONAY, RAMONA C. CHANG AND JESSICA WARNER TO THE HOUSING, RESIDENTIAL RENT AND RELOCATION BOARD

**WHEREAS**, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

**WHEREAS**, Ordinance No. 11954 C.M.S., adopted December 17, 1996, and amended by Ordinance No. 12030 C.M.S., adopted December 16, 1997, and further amended by Ordinance 12273 C.M.S., adopted July 25, 2000, and Ordinance No. 12399 C.M.S., adopted January 23, 2003, creates the Housing, Residential Rent and Relocation Board ("Board") to assume all duties and functions heretofore exercised by the Housing Advisory and Appeals Board, Relocation Appeals Board, and the Housing Advisory and Appeals Board; and

**WHEREAS**, the Board consists of seven (7) members, two tenants, two landlords, and three neutral members, serving not more than two consecutive three-year staggered terms and one alternate for each of the three classes of members; and

**WHEREAS**, the Honorable Mayor Jean Quan has appointed Linda Lonay to serve a three year term as a Landlord Representative subject to confirmation by the City Council; and

**WHEREAS**, the Honorable Mayor Jean Quan has appointed Ramona C. Chang to serve a three year term as an Alternative Landlord Representative subject to confirmation by the City Council; and

**WHEREAS**, the Honorable Mayor Jean Quan has appointed Jessica Warner to serve a three year term as an Alternative Neutral Representative subject to confirmation by the City Council; now therefore be it

**RESOLVED**, that pursuant to City Charter section 601, the City Council hereby confirms the Mayor's appointment of Linda Lonay to the Housing, Residential Rent and Relocation Board to a landlord seat for a three-year term beginning February 12, 2011 and ending February 11, 2014, filling the seat previously



held by Alan Flatt, Ramona C. Chang to the Housing, Residential Rent and Relocation Board to an alternate landlord seat for a three-year term beginning February 12, 2011 and ending February 11, 2014, filling a previously vacant seat, and Jessica Warner to the Housing, Residential Rent and Relocation Board to an alternate neutral seat for a three-year term beginning February 12, 2011 and ending February 11, 2014 filling a previously vacant seat.

**IN COUNCIL, OAKLAND, CALIFORNIA,  
PASSED BY THE FOLLOWING VOTE:**

**AYES – BRUNNER, KERNIGHAN, NADEL, SCHAAF, DE LA FUENTE, BROOKS,  
KAPLAN AND PRESIDENT REID**

**NOES –**

**ABSTENTIONS-**

**ABSENT-**

**ATTEST:**

\_\_\_\_\_  
**LATONDA SIMMONS**  
City Clerk and Clerk of the Oakland City Council