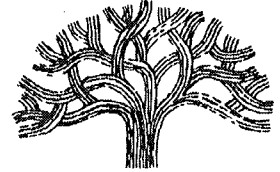


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CITY OF OAKLAND



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

Office of the Mayor  
Honorable Libby Schaaf  
Mayor

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

Letter of Appointment

January 20, 2016

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

Dear President Gibson McElhaney and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has appointed the following person as a member of the following board or commission, subject to City Council confirmation:

**COMMISSION ON BOARD OF THE HOUSE, RESIDENTIAL RENT AND RELOCATION**

- The Mayor's appointment of Benjamin Scott to the Housing, Residential Rent and Relocation Board to serve a three-year term beginning February 12, 2016 and ending February 11, 2019, as an Alternate Landlord Representative, filling a previously vacant seat.
- The Mayor's appointment of Edward Lai to the Housing, Residential Rent and Relocation Board to serve the remainder of the three-year term that began February 12, 2014 and will end February 11, 2017, as an Alternate Neutral Representative, filling the seat previously held by Jessica Warner.

Thank you for your assistance in this matter.

Sincerely,

Libby Schaaf  
Mayor

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**EDWARD M. LAI**

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**EDUCATION**

Golden Gate University School of Law, San Francisco, California  
Juris Doctor, 1984

University of Maryland, College Park, Maryland  
Bachelor of Arts: Urban Studies and Bachelor of Science: Psychology, 1980

**PROFESSIONAL EXPERIENCE**

October 2010 to Present  
OF COUNSEL – Bishop Barry Drath,

Of Counsel in a Law Firm practice which specializes in civil litigation, including employment, personal injury defense, construction and construction defect litigation, landlord-tenant disputes, and Americans with Disabilities Access litigation. My practice focuses on helping individuals and small businesses owners solve their legal problems through informal negotiation, alternative dispute resolution and, if necessary, litigation. I have presented cases before administrative boards, and have experience trying cases to verdict before state (both bench and jury trials) and federal (bench trials) courts.

June 2000 to September 2010  
SHAREHOLDER/PARTNER – Sellar, Hazard, Manning, Ficenec & Lai

Equity partner in an eleven-attorney civil law practice which specializes in insurance defense and representation of small businesses. My duties included office management, human resources, supervising associate attorneys and litigation support staff in handling defense of business litigation and employment advice, personal injury and construction defect litigations. My case handling responsibilities also included legal representation and litigation defense of small businesses, dentists, developers, design professionals, general contractors and subcontractors. My legal experience included depositions of percipient and expert witnesses, law and motion practice, drafting client letters, discovery, pre-trial and post-trial pleadings. I have had first-chair

trial experience in Federal Court and State Limited and Unlimited Courts, as well as presenting argument before Appellate Courts.

October 2006 to Present

ASSOCIATE PROFESSOR – California State University, East Bay Campus

As an associate professor teaching law classes at a college level in the California State University Paralegal and Pre-law programs, I have taught Legal Writing & Research, Personal Injury/Tort Litigation, Legal Ethics and Computer Applications, with primary focus teaching Legal Writing & Research; In that class, I have gained extensive practice in conducting legal research, which includes analyzing facts, evaluating witness testimony, reviewing documents and other submitted evidence, and then applying them to the applicable law in preparation for organizing and drafting correspondence, memos, pleadings and other legal writings. My other teaching duties include planning and organizing class programs and materials, presenting class lectures, providing instruction to students and responding to their questions, and preparing and grading exams and other writing assignments.

#### COMMUNITY ACTIVITIES & SERVICES

Commissioner – City of Oakland Housing, Relocation and Rent Board, since June 2012  
Board Chairman from February 2014 to May 2015

This administrative City Board hears landlord-tenant related cases appealed from Oakland's Rent and Housing Department. At its hearings, the Board considers the testimony of parties and witnesses, reviews the evidence presented, and analyzes each case according to its merits under legal and equitable principles. As the Board Chairman, I have gained experience in organizing and leading the Board members in their discussions and analysis, and then working together with staff to draft final written Board decisions.

Special Master for Alameda, Contra Costa, Santa Clara and Solano Counties. Retained by local law enforcement and County prosecutors to review potentially privileged documents during service of search warrants in criminal investigations, since approximately 2008

Board of Directors - Alameda County Meals on Wheels Program, since June 2008

Past President of the Redwood Heights Neighborhood Association, 2012-2015  
Member of the Redwood Heights Neighborhood Association since 2006

California Mediator and Arbitrator, since October 2014

Volunteer Mediator with the Unlawful Detainer Resolution Program, Alameda County Superior Court, since January 2015.

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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 BENJAMIN SCOTT AND EDWARD LAI 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 Libby Schaaf has appointed Benjamin Scott to serve a three-year term as an Alternate Landlord Representative subject to confirmation by the City Council; and

**WHEREAS**, the Honorable Mayor Libby Schaaf has appointed Edward Lai to serve a three-year term as an Alternate 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 Benjamin Scott to the Housing, Residential Rent and Relocation Board to serve a three-year term beginning February 12, 2016 and ending February 11, 2019, as an Alternate Landlord Representative, filling a previously vacant seat.
- The Mayor's appointment of Edward Lai to the Housing, Residential Rent and Relocation Board to serve the remainder of the three-year term that

began February 12, 2014 and will end February 11, 2017, as an Alternate Neutral Representative, filling the seat previously held by Jessica Warner.

**IN COUNCIL, OAKLAND, CALIFORNIA,**

**PASSED BY THE FOLLOWING VOTE:**

AYES – BROOKS, CAMPBELL-WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN REID, AND PRESIDENT GIBSON MCELHANEY

NOES –

ABSTENTIONS –

ABSENT –

ATTEST

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LATONDA SIMMONS  
City Clerk and Clerk of  
the Oakland City Council

DRAFT