



2018 JAN 17 PM 4:18  
OFFICE OF THE  
SECRETARY

MURIEL BOWSER  
MAYOR

JAN 17 2018

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
John A. Wilson Building  
1350 Pennsylvania Avenue, N.W., Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with section 2(b)(3) of the Real Property Tax Appeals Commission Establishment Act of 2010, effective April 8, 2011 (D.C. Law 18-363; D.C. Official Code § 47-825.01a), I am pleased to nominate the following person:


Ms. May S. Chan  
475 K Street NW Unit #527  
Washington, DC 20001  
(Ward 6)

for reappointment as a full-time commissioner of the Real Property Tax Appeals Commission, for a term to end April 30, 2022.

Enclosed you will find biographical information detailing the experience of Ms. Chan, together with a proposed resolution to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of this nomination for confirmation. Please do not hesitate to contact me or Steven Walker, Director, Mayor's Office of Talent and Appointments, should the Council require additional information.

Sincerely,

  
Muriel Bowser



Chairman Phil Mendelson  
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution,  
which was referred to the Committee on \_\_\_\_\_.

To confirm the reappointment of Ms. May S. Chan to the Real Property Tax Appeals  
Commission.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this  
resolution may be cited as the "Real Property Tax Appeals Commission Ms. May S. Chan  
Confirmation Resolution of 2018".

Sec. 2. The Council of the District of Columbia confirms the reappointment of:

Ms. May S. Chan  
475 K Street NW Unit #527  
Washington, DC 20001  
(Ward 6)

as a full-time commissioner of the Real Property Tax Appeals Commission, pursuant to section  
2(b)(3) of the Real Property Tax Appeals Commission Establishment Act, established by D.C.  
Official Code § 47-825.01a, for a term to end April 30, 2022.

Sec. 3. The Council of the District of Columbia shall transmit a copy of this resolution,  
upon its adoption, to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.

**MAY S. CHAN**

**PROFESSIONAL EXPERIENCE**

**REAL PROPERTY TAX APPEALS COMMISSION** 2012-PRESENT

**BOARD OF REAL PROPERTY, ASSESSMENTS AND APPEALS** Washington, DC

Board Member 2005- 2012

- Active working board member with thorough knowledge of valuation for both commercial and residential properties, have heard, deliberated and analyzed over 5000 cases.
- Participate in Public Hearings and assist in the development and contribute to the reporting for the Performance Oversight Hearings and Budget Hearings for the Council.

**Federal Asian Pacific American Council** Washington, DC

Executive board Member and chair of Public Relations Committee 2008-2010

- FAPAC's mission is to promote equal employment opportunity (EEO) and cultural diversity within the Federal and District of Columbia governments through education and recognition of outstanding performance.
- An integral member of the team that developed and managed the OPM approved annual National Leadership Training Conference in Houston, TX (2009) and National Harbor, MD (2010)
- Lead the development of marketing strategies to grow chapters and membership: engineered the change from participation membership to paid membership beginning 2010.
- In charge of Media events: press releases and press conference.

**Chinatown Community Cultural Center** Washington, DC

1st Executive Director 2006-2007

- Developed a strategic and operational plan for a start-up nonprofit organization designed to promote and preserve Chinatown and its cultural identity while celebrating the rich Chinese culture, history, language, and heritage deeply embedded in this community.
- Developed and implemented many of the first programs for the Center.
- Established numerous collaborative partnerships with area businesses, government agencies and nonprofit organizations.

**Abacus advisors, Inc** Boston, MA

Managing director for Asia 1996-1998

- Responsible for launching Abacus Program in Asia and marketing Abacus Brokerage network in Asia.
- Brought in commitment of \$5 million from overseas participants for the Abacus Program the first year.
- Managed and coordinated all communication between the investors and the Managing Partners.

**Leong Development Company** Boston, MA

Principal 1982-1994

- Managed the organization to complete a RFQ and RFP for downtown Boston development project to compete for the developer designation for Parcel 31 (the Hinge Block).
- Founding member of the minority development team (Interlink) for the competition for the Kingston Bedford-Parcel 18 project.
- Successfully developed a \$3.5 million residential subdivision in Weston, MA.

**EDUCATION AND ACHIEVEMENTS**

**Simmons College, Graduate School of Management** Boston, MA

Master of Business Administration Degree August 1995 1994-1995

## MAY S. CHAN

**Leadership Greater Washington, Class of 2008** 2007-2008  
**FBI Citizens Academy, 13<sup>th</sup> Class of 2009**  
**Community Leadership Institute of the Transportation Planning Board of the Council of Governments, 2015**

### APPOINTMENTS AND HONORS

**DC Commission on Asian Pacific Islander Affairs** 2002-2009  
Commissioner, appointed by mayor Anthony Williams  
**Chinatown /South Cove Neighborhood Council, Boston, MA** 1992-1994  
Publicly Elected Member

### COMMUNITY INVOLVEMENT

- Member, Board of Directors, Mount Vernon Triangle Community Improvement District (CID).
- 2<sup>nd</sup> Vice President of Mount Vernon Square Neighborhood Association.
- Past Member of the Washington Convention Center Headquarter Hotel Ad Hoc subcommittee.
- Past Board Member of the Shaw Community Development Fund.
- Member of the Chinatown Steering Committee.

### ORGANIZATIONAL AFFILIATIONS AND CONTRIBUTIONS IN BOSTON

**Chinatown/south cove Neighborhood Council** 1992-1994  
Publicly Elected Member

- Served on the Land Use Committee overseeing New England Medical Center Master Plan and the Tufts University (Boston Campus) Master Plan
- Reviewed Proposals for development projects.
- Built the capacity of a community for the future social and economic growth.
- Conducted hearings to include community input on local, citywide and state issues.

**Chinese Consolidated Benevolence Association** 1984-1993. 1996-1997  
Board Member

- Served on the committee overseeing the negotiations between the Boston Redevelopment authority and the developers of 99 Summer Street and 125 High Street for a community benefits package that led to the financing of the community developed Tremont House and Waterford tower Projects.
- Served on the Housing committee that oversaw the planning and development of two affordable housing projects for the Chinatown Community.



Executive Office of the Mayor - Office of Talent and Appointments  
John A. Wilson Building | 1350 Pennsylvania Avenue, Suite 600 | Washington, DC 20004

## May S. Chan



May S. Chan is a current full-time member of the Real Property Tax Appeals Commission.

Ms. Chan was involved in many real estate projects as an investor and developer after successfully completing a residential subdivision in Weston, MA in the mid 80's. Her experience in Real Estate led her to be publicly elected to the Chinatown/ South Cove Neighborhood Council. There, she reviewed proposals for development projects and conducted hearings to include community inputs on local, citywide and state issues.

Ms. Chan previously served on the DC Commission on Asian Pacific Islander Affairs from 2002 to 2009. She was also involved in both the Shaw and Mount Vernon Triangle neighborhoods. After completing her service on the board of the Shaw Community Development Fund, she continued to serve on the Transportation subcommittee and the Washington Convention Center Headquarter Hotel Ad Hoc subcommittee of the Washington Convention Center Advisory Committee. From 2005 to 2012, Ms. Chan served on the Board of Real Property Assessments and Appeals where she leveraged her real estate knowledge to apply the District of Columbia Law and Rules and Regulations governing Real Property Tax Appeals. She is also a member of the Leadership Greater Washington, FBI citizen Academy, and the Community Leadership Institute of the Transportation Planning Board at the Metropolitan Washington Council of Governments.

A Ward 6 resident, Ms. Chan obtained a Master of Business Administration from Simmons College Graduate School of Management.



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Executive Office of Mayor Muriel Bowser



Office of the General Counsel to the Mayor

**To:** Alana Intrieri, Steve Walker  
**From:** Betsy Cavendish  
**Date:** December 19, 2017  
**Subject:** Legal sufficiency review of Resolution nominating Cliftine Jones, Donald Isaac, Jr., Gregory Syphax, John Olliviera, and May S. Chan to the Real Property Tax Appeals Commission

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**This is to Certify that** this office has reviewed the above-referenced Resolution and found it to be legally unobjectionable. If you have any questions in this regard, please do not hesitate to call me at 202-724-7681.

A handwritten signature in cursive script that reads 'Elizabeth A. Cavendish'.

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Elizabeth Cavendish