

## MINUTES

City of Atlanta Office of Buildings  
Technical Advisory Committee Meeting  
September 9, 2014  
3<sup>rd</sup> Floor Arborists Room, Atlanta City Hall

The Chair, Scott Selig, called a regularly scheduled meeting of the City of Atlanta Office of Buildings Technical Advisory Committee (the “Committee”) to order at 10:37 AM. In attendance were: Scott Selig, Katherine Molyson, Angela Priest Fannéy, Kevin Curry, Chuck Taylor, Dennis McConnell. Also present were: Deputy Chief Operating Officer Tom Weyandt, Deputy Commissioner Terri Lee, Michael Nagy, Charletta Wilson-Jacks, Penelope Round, Dexter Sullivan, Lowell Chambers, Jim Brown, Alex Comer, Lennie Sheumaker, Linda Goodman, Beverly Jacobs-Moore, Tiffany Williams, Crystal Shingles, Charles (last name illegible), Lem Ward, David Ellis, April Weekes, Angela Patrick, Brandy Mitcham, Laurel David.

Notice of the meeting was delivered to each and every Director in accordance with the By-Laws of the Committee.

### Introductions

Mr. Weyandt was introduced at the meeting as the new representative from the Mayor’s Office.

### Site Development Operations Update

October meeting will include presentation on permitting numbers since January. Collaboration improvements will be discussed. Numbers appear to be positive. Suggestion given to anonymously mark/watch certain permits to track holdups (whether they are design related, traffic, etc.)

### Update on the Hiring Process

Some people have been lost on the inspections side. 2-3 candidates potential from hiring fair last week. Interviews/offers ongoing for inspectors and plan reviewers. Mr. Nagy is working with HR to determine how to improve this process, including where to find people and advertising practices. Part-time plan could help by encouraging retired reviewers to work on busy days. RFP has been written and Ms. Lee has briefed Mr. Weyandt. The RFP will be released by or around 9/11 and will address competition with other municipalities and the private market. One candidate in particular was discussed that was requesting slightly more than the limit. Ms. Shingles will discuss with Commissioner Yancy to see if there is potential to meet this request. FY15 budget year would have legislation to revise the salaries based on the results of the study; this could be carried over to FY16. Goal will be 2 week RFP response.

### Board Members’ Seat Tenures

Letter being issued this week to the member organizations this week requesting appointments to the Committee. BOMA and ICSC have submitted letters with their appointments.

### Commissioner’s Position

At this point there is not an appointment for an interim position. Ms. Lee will be running the day to day affairs of the office. Mr. Weyandt has been meeting with office directors to help ensure that issues are prioritized. There will be a search through the HR department. Mr. Weyandt is

open to recommendations on qualifications for this position. Ms. Lee distributed her cell phone if there are any concerns: 678-794-1849.

#### OOB Director's Position

There has been a search for this position and candidates have been identified. There will be more of an update at the next meeting. Representatives from the Committee would like to stay involved in this process.

#### Zoning Rewrite Update

Ms. Jacks distributed a memorandum on the Zoning Ordinance Rewrite. One respondent will have oral interviews on 9/18 as the next step. The goal is a contract executed by 10/17, under the \$100k level that would require legislation.

#### Next Meeting:

The next meeting is scheduled for October 7, 2014 10:30 AM – 12:00 PM. Unless otherwise noticed, meetings will take place in the 3<sup>rd</sup> floor Arborist conference room. Legal Counsel will post notice of meetings in accordance with the By-Laws and all applicable laws. Next meeting we will include updates on the Compensation Study RFP, Ombudsman Creation, Small Items Update, New Building Code Contact, Commissioner Search, Director Search, Action Items above and any new business.

Katherine Molyson, Secretary of the Committee was directed to prepare minutes of this meeting for ratification at the next meeting of the Committee.

There being no further business, and upon motion duly made and seconded, the meeting was adjourned at 11:40AM.

Dated as of the 9<sup>th</sup> day of September 2014.

A handwritten signature in black ink, appearing to read 'K. Molyson', with a horizontal line extending to the right.

Katherine Molyson, Secretary