



CITY OF ATLANTA

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ATLANTA, GEORGIA 30335-0300
TEL (404) 330-6100

SHIRLEY FRANKLIN
MAYOR

02-C-1058

May 17, 2002

President Cathy Woolard and
Members of Atlanta City Council
City Hall, Suite 2900 South
68 Mitchell Street SW
Atlanta, Georgia 30335

RE: Reappointment to One Stop Capital Shop Board

Dear President Woolard and Members of the Council:

It is a pleasure for me to reappoint **Pamela Smith** to serve as a member of the **One Stop Capital Shop Board** of the City of Atlanta. This reappointment is for a **term of one (1) year and does not require Council Confirmation**, and thus, is scheduled to begin on the abovementioned date.

I am confident that Ms. Smith will serve the One Stop Capital Shop Board with distinction. A resume is attached for your perusal.

Sincerely,

Shirley Franklin

Enclosures

PAMELA J. SMITH, President
18Years Experience

1984 - Current
Smith Real Estate Services,
Inc.

Pamela J. Smith founded Smith Real Estate Services, Inc. in 1984. She has over eighteen years of experience in real estate consulting, brokerage, appraising, right of way acquisition services and development consulting. As President and Chief Executive Officer, she is responsible for all aspects of the firms operations including financial management, marketing/business development, project administration and management.

Ms. Smith's project experience in the area of real estate analysis, consulting, and project management includes the following partial list of major projects.

- Acquisition and valuation services provided to Atlanta Hartsfield International Airport Project for appraisal of full and partial takes required for airport Right of Way program.
- Acquisition and valuation services for City of Atlanta Infrastructure Program, which involves the appraisal of temporary and permanent easements and acquisition of full interests in real estate for capital improvement projects.
- Physical assessment and analysis of market conditions affecting surplus properties owned by the Atlanta School Board. Services also included development of appropriate strategy for disposition when conditions warranted.
- Valuation services provided to Fulton County Land Department for full takes required for expansion of Charlie Brown Airport.
- Property assessment services provided to Atlanta Life Insurance Company to determine current financial, physical and economic status of REO (real estate owned) properties. REO properties consisted of \$12 million dollars worth of property located throughout the country. Services also included development of recommendations to hold/dispose of properties depending on productivity as measured by earning/return potential.
- Property assessment services provided to the Atlanta Housing Authority to assess financial, physical and economic conditions of 33 public housing communities containing approximately 8,000 residential units.
- Development management and consulting services provided to numerous nonprofit and private developers.

Education:

Massachusetts Institute of Technology, Certificate in Real Estate Development, 1993

Georgia State University, College of Business Administration, Master of Science in Real Estate, 1987

New York University, College of Public Administration, Master of Public Administration, 1977

Rutgers University, Newark College of Arts and Sciences, Bachelor of Arts, Urban Studies/Urban Planning, 1974

***License and
Certifications:***

State of Georgia, Certified Real Estate Appraiser, Georgia Real Estate Broker
State of Georgia, License Real Estate Broker

Professional Memberships:

National Society of Real Estate Appraisers
Empire Real Estate Board

***Professional
Appointments
and Boards:***

Board Member, City of Atlanta, Once Stop Capital Shop
Chairperson, Urban Residential Development Corporation
Chairperson, Fulton County Board of Tax Assessors

***Awards and
Special Recognition:***

1989-90, Meritorious Service Award, Department of Housing and Urban Development

1990, Women to Watch, Atlanta Business Chronicle

1994, Non-Traditional Business Achievement Award, Atlanta Business League

1995, Dollars and Sense Magazine, America's Best and Brightest Women Award

1996, Semi-Finalist, Small Business Person of the Year, Atlanta Chamber of Commerce

1999, Outstanding Achievement Award, Atlanta Business League

02-C-1058

(Do Not Write Above This Line)

A COMMUNICATION
FROM MAYOR SHIRLEY FRANKLIN

A COMMUNICATION FROM MAYOR
SHIRLEY FRANKLIN REAPPOINTING
PAMELA SMITH TO THE ONE STOP
CAPITAL SHOP BOARD. THIS
APPOINTMENT DOES NOT REQUIRE
COUNCIL CONFIRMATION.

*Council Filed
6/3/02
w/o objection*

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1st ADOPT 2nd READ & REFER
- PERSONAL PAPER REFER

Date Referred

Referred To:

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee _____
 Date _____
 Chair _____
 Referred To _____

Committee	Committee
Date	Date
Chair	Chair
Action	Action
Fav, Adv, Hold (see rev. side)	Fav, Adv, Hold (see rev. side)
Other	Other
Members	Members
Refer To	Refer To

Committee	Committee
Date	Date
Chair	Chair
Action	Action
Fav, Adv, Hold (see rev. side)	Fav, Adv, Hold (see rev. side)
Other	Other
Members	Members
Refer To	Refer To

FINAL COUNCIL ACTION
 2nd 1st & 2nd 3rd
 Readings
 Consent V Vote RC Vote

CERTIFIED

CERTIFIED

JUN 03 2002

ATLANTA CITY COUNCIL PRESIDENT

Catherine W. Woodard

CERTIFIED

JUN 03 2002

Flora D. Johnson
MUNICIPAL CLERK

MAYOR'S ACTION