CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR

55 TRINITY AVENUE, S.W
ATLANTA, GEORGIA 30335-0300
TEL (404) 330-6100

04-C-0736

April 14, 2004

President Cathy Woolard and
Members of Atlanta City Council
City Hall, Suite 2900 South
68 Mitchell St., S.W.
Atlanta, Georgia 30303

**RE: Tree Conservation Commission Appointment**

Dear President Woolard and Members of the Council:

It is a pleasure for me to appoint Todd B. Fuller to serve as a member of the Tree Conservation Commission as a certified Architect for the City of Atlanta. This appointment is for a **term of two (2) years**.

I am confident that Todd B. Fuller will serve the Tree Conservation Commission with integrity and dedication.

Sincerely,

Shirley Franklin

## Derrick D. Williams

**From:** Fuller, Todd B. [tfuller@cmmi-redlines.com]
**Sent:** Monday, April 12, 2004 9:40 PM
**To:** ddwilliams@atlantaga.gov
**Subject:** Boards & Commission Program

Dear Derrick,

I received an email forwarded by Robert Smith from you regarding nominations for the Tree Conservation Commission. I am very interested in becoming more involved with the city and would love the opportunity to be a part of the Commission. I have lived in the city limits of Atlanta for the last four years, I have lived in metro Atlanta since 1986, and I am steadfast in my desire to help Atlanta grow with integrity to the environment we occupy.

From what I read in the email the deadline was today and since I received the email today, it was impossible to get you the information you requested by the deadline. However, I wanted to write to you, showing my interest, for consideration in filling such a position in the future. Below is my home address, phone number, and email.

1645 May Avenue SE
Atlanta, GA 30316-2111
fon: 404.624.3317
fax: 404.635.0127
email: ds4@bellsouth.net

I will send you an email friendly version of my resume tomorrow.

Please let me know if I can provide any further information.

Best regards,

Todd Baxter Fuller
Interior Designer

C.M.M.I
ARCHITECTURE & INTERIOR DESIGN
3300 NORTHEAST EXPRESSWAY, BUILDING 6
ATLANTA, GEORGIA 30341
770-676-7600
cmmi-redlines.com

## Derrick D. Williams

**From:** Smith, Robert P. [rpsmith@cmmi-redlines.com]
**Sent:** Tuesday, April 13, 2004 1:07 PM
**To:** ddwilliams@atlantaga.gov
**Cc:** Karen Culbreth Harrison (E-mail); Fuller, Todd B.
**Subject:** RE: Tree Conservation Commission -- Todd Fuller

Fuller_Todd [resume].PDF

Mr. Williams:

Thank you for your voice mail message earlier today. I attach for your review and use a copy of Todd Fuller's resume -- this is the resume Todd provided us around the time he joined our firm. If you need something tailored more directly toward this particular situation, I'm sure I can obtain that from Todd in the next day or so.

Please do not hesitate to give me a call if there's anything else you need from me.

Robert P. Smith, AIA
C*M*M*I
770-676-7604 (direct)

<<Fuller_Todd [resume].PDF>>

> -----Original Message-----
> From: Smith, Robert P.
> Sent: Tuesday, April 13, 2004 11:25 AM
> To: 'ddwilliams@atlantaga.gov'
> Cc: Karen Culbreth Harrison (E-mail); Fuller, Todd B.
> Subject: Tree Conservation Commission -- Todd Fuller
>
> Mr. Derrick Williams
> Assistant to the Chief of Staff
> City of Atlanta
>
> Dear Mr. Wiliams,
>
> As Past President of AIA Georgia, I would like to lend my support to the candidacy of Mr. Todd Fuller for the Tree Conservation Commission -- I believe Mr. Fuller wrote directly to you yesterday (4-12-04) about the possibility of serving the City of Atlanta in that capacity.
>
> Mr. Fuller is an Interior Designer at our firm and we are proud of our association with him. We have found Todd to be an intelligent and energetic member of our organization and I am confident that he will bring those same attributes to the Tree Conservation Commission. A resident of Atlanta, Todd is deeply concerned about our community and he jumped at the chance to be considered for a role on this commission.
>
> I hope you will give Mr. Fuller's candidacy serious consideration. If you would like any additional information about our experiences with Todd, or if you just would like to have a conversation about his personality and abilities, please do not hesitate to give me a call.
>
> Warmest Personal Regards,
>
> Robert P. Smith, AIA
> Managing Partner
> Culpepper McAuliffe and Meaders, Inc.
> 3300 Northeast Expressway - Building 6
> Atlanta, GA 30341

>
> Phone: 770-676-7600
> Fax: 770-676-9600
> E-mail: rpsmith@cmmi-redlines.com <mailto:rpsmith@cmmi-redlines.com>
>
> Please visit our website: <http://cmmi-redlines.com/>
>
>

# Todd Baxter Fuller

1645 May Avenue SE
Atlanta, GA 30316-2111


## Objective

To increase my experience in order to become an Interiors Project Manager and have the opportunity for growth.

## Experience

**Design and Space Planning**

· Originated designs for interior architecture based on the design direction of the project manager.
· Created highly detailed plans, elevations, and details for all phases of construction for almost 7 years.
· Participated in all phases of design for a tenant planning design firm with spaces that ranged from 1,500 sf to 26,000 sf.

**Project Administration**

· Coordinated design directives with Architects, MEP, and other trades involved in projects.
· Catalogued communications between contractor and other trades on projects.

**Drafting**

· Established a system of standards and brought an interior design firm, drafting 99% on Mylar with ink, to 100% AutoCAD as their primary drafting tool in three months.
· Utilized an intense system of layers and colors for architectural construction drawings ranging from large retail spaces to luxury high rises.
· First student to initiate the use of AutoCAD as the sole drafting tool for major projects in the Interior Design program at the University of Georgia.

## Education

**The University of Georgia**

· Visual Arts Building Athens, Georgia 30602
· Bachelor of Fine Arts Degree in Interior Design – March 1994
· Five year Interior Design program awarded with a six year FIDER accreditation.

**Internship**

· Lyman, Davidson, Dooley, Inc. (Formerly Lyman + Davidson, Inc.)
1640 Powers Ferry Road Suite 200 Marietta, Georgia 30067

## Employment

| | | |
|---|---|---|
| 2001-present | Document production and coordination, C.A., F.F.E. budgeting and specification, Marketing, Contract negotiation, Accountant, and President | **Digital Studio 4, Inc.,** Atlanta, GA |
| April 2000 - April 2001 | Document production and coordination, C.A. | **Niles Bolton Interior Design**, Atlanta, GA |
| April 1998 - April 2000 | Document production and coordination, C.A. | **Ferry, Hayes, & Allen Interior Design**, Atlanta, GA |
| April 1997 - October 1997 | Tenant space planning, document production and coordination | **Corporate Designer International**, Atlanta, GA |
| July 1995 - April 1996 | Plot manager, CAD Drafter, administrative | **Architectural Support Services, Inc.**, Atlanta GA |


phone: 404.624.3317 fax: 404.635.0128 email: ds4@bellsouth.net

# Todd Baxter Fuller

## Partial Project List

**THE LIDO BEACH RESIDENCES** Sarasota, Florida
- The Hutchins Group, Inc.
- New construction of a 15-story luxury high-rise developed by Taylor Woodrow and to be managed by Ritz-Carlton
- Worked with team for Design intent only, created all Documents for all phases of design
- Coordinated drawings with Architect and MEP
- Currently under construction

**MIRASOL COUNTRY CLUB** Palm Beach Gardens, Florida
- The Hutchins Group, Inc.
- New construction of a 55,000 sf Clubhouse for a gated community developed by Taylor Woodrow
- Worked with team for Design intent only, created all Documents for all phases of design
- Coordinated drawings with Architect and MEP
- Responded to RFI's regarding Interior Architecture
- Site visits to check construction quality and coordination

**PALMIRA COUNTRY CLUB** Bonita Springs, Florida
- The Hutchins Group, Inc.
- 25,000 sf clubhouse developed by the Ronto Group
- Worked with team for Design intent only, created all Documents for all phases of design
- Responded to RFI's involving Interior Architecture.
- Site visits to check construction quality and coordination

**GREEN BROOK COUNTRY CLUB** North Caldwell, New Jersey
- The Hutchins Group, Inc.
- Renovation and addition to a 40,000 sf Country Club
- Initial site visit for existing measurement and finish verification.
- Worked with team for Design intent only, created all Documents for all phases of design
- Coordinated drawings with Architect and MEP
- Responded to RFI's involving Interior Architecture

**THE OAKS AT BOCA RATON** Boca Raton, Florida
- The Hutchins Group, Inc.
- New construction of a 20,000 sf Tennis Club developed by Kenco Communities
- Worked with team for Design intent only, created all Documents for all phases of design
- Coordinated drawings with Architect and MEP
- Currently under construction

**NAPLES BEACH HOTEL** Naples Beach, Florida
- The Hutchins Group, Inc.
- 250 room, privately owned Hotel
- Renovation of lobby, restaurant, and guest rooms
- Initial site visit for existing measurement and finish verification.
- Worked with team for Design intent only for lobby and restaurant
- Provided plans of each building with furniture layouts for each guest room
- Created all Documents for all phases of design

**THE RIVER CLUB SPORT FITNESS CENTER** Suwannee, Georgia
- Ferry, Hayes, & Allen Designers, Inc.
- New construction of phase one for a Country Club Development
- Created all documents for all phases of design based on sketches from Project Manager
- Coordinated drawings with Architect

phone: 404.624.3317 fax: 404.635.0128 email:ds4@bellsouth.net

# Todd Baxter Fuller

## References

**Ron Hutchins**
The Hutchins Group, Inc.
770.455.0532

**Hilary Gray**
Niles Bolton Interior Design
404.365.7600

**Jeff Barrett**
Ferry, Hayes, and Allen Designers, Inc.
404.874.4411

**Brian Rinehart**
Ferry, Hayes, and Allen Designers, Inc.
404.874.4411

**Jeff Karl**
Total Concepts Interiors
404.320.0012

phone: 404.624.3317 fax: 404.635.0128 email:ds4@bellsouth.net

04- C -0736
(Do Not Write Above This Line)

A COMMUNICATION
BY MAYOR SHIRLEY FRANKLIN

A COMMUNICATION APPOINTING
TODD B. FULLER AS A MEMBER
OF THE TREE CONSERVATION
COMMISION AS A CERTIFIED
ARCHITECT FOR A TERM OF
TWO (2) YEARS.
EFFECTIVE UPON
COUNCIL CONFIRMATION.

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

PRE AGEN

Date Referred 4/19/2004
Referred To: CD/HR & C.O.C.
Date Referred
Refferred To:
Date Referred
Referred To:

First Reading
Committee
Date
Chair
Referred To

| Committee | Committee |
|---|---|
| Date | Date |
| Chair | Chair |
| Action<br>Fav, Adv, Hold (see rev. side)<br>Other | Action<br>Fav, Adv, Hold (see rev. side)<br>Other |
| Members | Members |
| Refer To | Refer To |

| Committee | Committee |
|---|---|
| Date | Date |
| Chair | Chair |
| Action<br>Fav, Adv, Hold (see rev. side)<br>Other | Action<br>Fav, Adv, Hold (see rev. side)<br>Other |
| Members | Members |
| Refer To | Refer To |

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

CERTIFIED

MAYOR'S ACTION