

11-C-1151

A COMMUNICATION FROM JOHN O'CALLAGHAN, PRESIDENT AND CEO, ATLANTA NEIGHBORHOOD DEVELOPMENT PARTNERSHIP, INC. (ANDP), TO MUNICIPAL CLERK RHONDA DAUPHIN JOHNSON:

APPOINTING MS. CHENEÉ JOSEPH TO SERVE AS THEIR REPRESENTATIVE ON THE BELTLINE TAX ALLOCATION DISTRICT (TAD) AFFORDABLE HOUSING ADVISORY BOARD. THIS APPOINTMENT IS FOR A TERM OF TWO (2) YEARS, RETROACTIVE TO MAY 01 2011

CONFIRMED BY

OCT 03 2011

COUNCIL

CONSENT REFER

REGULAR REPORT REFER

ADVERTISE & REFER

1<sup>ST</sup> ADOPT 2<sup>ND</sup> READ & REFER

PERSONAL PAPER REFER

Date Referred: 08/15/2011

Referred To: CD/HR & Council

Date Referred:

Referred To:

Date Referred:

Referred To:

Committee \_\_\_\_\_

Date \_\_\_\_\_

Chair \_\_\_\_\_

Referred To \_\_\_\_\_

First Reading

Committee CD/HR

Date 8/30/11

Chair \_\_\_\_\_

Action Fav, Adv, Hold (see rev. side) Other \_\_\_\_\_

Members \_\_\_\_\_

Refer To COC

Committee CD/HR

Date 9/27/11

Chair Joanne M. Stepper

Action Fav, Adv, Hold (see rev. side) Other \_\_\_\_\_

Members \_\_\_\_\_

Refer To COL

Committee CBC

Date 10/3/11

Chair Patricia G. Moore

Action Fav, Adv, Hold (see rev. side) Other \_\_\_\_\_

Members \_\_\_\_\_

Refer To \_\_\_\_\_

Committee \_\_\_\_\_

Date \_\_\_\_\_

Chair \_\_\_\_\_

Action Fav, Adv, Hold (see rev. side) Other \_\_\_\_\_

Members \_\_\_\_\_

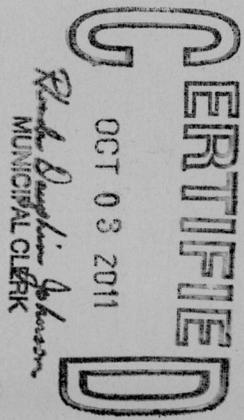
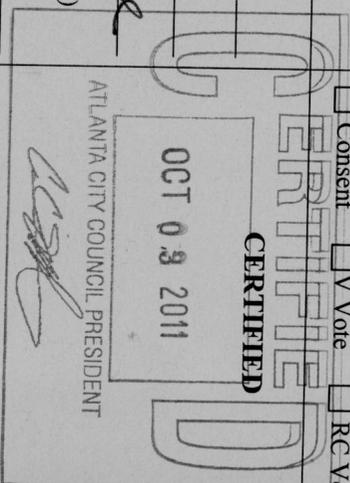
Refer To \_\_\_\_\_

FINAL COUNCIL ACTION

2<sup>nd</sup>  1<sup>st</sup> & 2<sup>nd</sup>  3<sup>rd</sup>

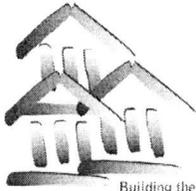
Readings

Consent  V Vote  RC Vote



MAYOR'S ACTION

11- C -1151



ATLANTA  
NEIGHBORHOOD  
DEVELOPMENT  
PARTNERSHIP, INC.  
Building the region's future,  
neighborhood by neighborhood

235 Peachtree Street, NE  
Suite 2000 - 20<sup>th</sup> Floor  
Atlanta, GA 30303-1405  
Phone: (404) 522-2637  
Fax: (404) 523-4357  
[www.andpi.org](http://www.andpi.org)

**CONFIRMED BY**

OCT 03 2011

**COUNCIL**

DATE: **Updated 8/8/2011 --- Please note clarifications to previous memo noted in bold below**

TO: Rhonda Dauphin Johnson, City of Atlanta Municipal Clerk

FROM: John O'Callaghan, President and CEO, ANDP

RE: AHAND/ANDP joint appointment to the BAHAB; Reappointments

CC: Lynnette Reid, Atlanta Beltline  
Andy Schneggenburger, AHAND

Atlanta Neighborhood Development Partnership (ANDP) would like to appoint Ms. **Chenee Joseph** (seat three – **ANDP appointee**) to the Atlanta BeltLine TAD Affordable Housing Advisory Board to fill the seat vacated by Derrick Duckworth.

Ms. Joseph is a construction project consultant with current responsibilities for planning, organizing, and managing a high-rise residential and light construction development for the Atlanta Housing Authority. Ms. Joseph holds an MS degree in Building Construction from the Georgia Institute of Technology. She is also a member of the National Association of Women in Construction. In previous roles, Ms. Joseph served as a construction manager for Edson Homes where she handled multiple duties including managing the warranty department for 13 subdivisions and working closely with senior management, subcontractors, superintendents and homeowners. Ms. Joseph has also worked at the Historic District Development Corporation where she planned community events, provided educational assistance to potential homebuyers on home maintenance and drafted grants to state and federal government.

Chenee Joseph will bring her extensive real estate construction and affordable housing background, integrity and dedication to the Atlanta BeltLine TAD Affordable Housing Board. Attached, please find a copy of her resume for your review. Please don't hesitate to contact me if you have any questions.

In addition, we would like to request the reappointment of **Mr. Pete Hayley** (seat one – **AHAND's appointee**) and **Kate Little** (seat two – **AHAND/ANDP joint appointee**) to continue their service on BAHAB.

# Cheneé Joseph

905 Tift Ave SW • Atlanta, GA 30310 • Cjoseph516@yahoo.com •  
(678) 463-6315

---

## CAREER PROFILE

Dynamic and results-driven professional with extensive and diversified hands-on construction, real estate and development experience in all facets of the industry. Verifiable track record for successful completion of multi-million dollar projects through coordinating trades, developing partnerships and building positive rapport with architects, engineers, local officials, vendors and clients while maintain costs, time and quality of work. Versed in contract negotiations, impending design problems, document preparation, building code and regulations, material purchasing, site management through certification of occupancy.

• Strategic Planning and Development	• Quality Control Management
• Financial Analysis/Management	• Safety & Compliance Management
• Team Building & Leadership	• Organization & Time Management
• Construction Planning & Scheduling	• Estimating & Job Costing
• Critical Path Project Management	• Budget Analysis

---

## EDUCATION

M.S., Building Construction

Paralegal Certificate

B.A., Communications

Construction Industry Technician certification

Georgia Institute of Technology

Emory University

Georgia State University

National Association of Women in Construction

---

## PROFESSIONAL EXPERIENCE

### **DRAPER & ASSOCIATES**

*Construction Project Consultant*

**May 2008 to Present**

- Plan, organize, and manage high-rise residential and light construction development for the Atlanta Housing Authority, valued at \$7 million
- Continuous verification of performance of contractors and resolve conflicts if needed
- Provide oversight, review and analysis on project design, blueprints, and preparation of construction documents, bidding, negotiations, sub-contractor selection, scheduling, project budget, building code compliance, project development, and quality control
- Manage budgets and schedules for various capital improvement and demolition projects totaling \$8 million
- Coordinate, administer, develop and analyze construction and design contracts, and contractor proposals
- Provide oversight to the administration of various contracts within the Real Estate Management division and analyze contractor proposals
- Plan and implement policies and procedures to be used by the agency's private management companies
- Conduct file audit reviews to ensure proper compliance with AHA Contracts and Procurement guidelines
- Prepare and review scopes of work, contracts, change orders, and project administration documents
- Supervision of demolition and renovation projects
- Verification of quality and quantity of physical work in place at field sites

**EDSON HOMES***Construction Manager***Feb 2006 to Jul 2007**

- Served Vice President as a liaison for operational and strategic initiatives by creating plan packages for monthly new start projects, preparing documents for arbitration and managing interior and exterior selections for all new starts
- Developed reports on the completed construction projects and submitted to the senior management
- Managed the Warranty Department for thirteen subdivisions
- Coordinated meetings between homeowners, subcontractors and superintendents

**ACCOU-WALL INTERIORS***Office Manager***Jan 2001 to Jul 2003**

- Managed daily operations of the main office for a multi-million dollar construction company
- Prepared job cost documents for government funded projects
- Served as liaison to CEO and CFO of the company
- Maintained job progression correspondence for several projects simultaneously
- Retained job cost, submittal, and change order tracking/issues logs

**HISTORIC DISTRIC DEVELOPMENT CORP.***Assistant Community Events Coordinator***Sept 1998 to Apr 2000**

- Supported Community Events Coordinator with monthly projects
- Provided educational assistance to potential homebuyers on home maintenance
- Provided assistance with general office duties to office manager
- Drafted grants to be submitted to the state and federal government

---

**SKILLS**

- Advanced knowledge of Microsoft Office Applications to include Excel, PowerPoint and Access
  - Working Knowledge of scheduling applications: Timberline, Project, and Primavera
  - Working knowledge of various job costing applications
  - Critical Path Project Management
  - Innovative and Creative
  - Organization & Time Management
  - Relationship Management
  - Estimating & Job Costing
  - Problem Solving
-

