

DOWNTOWN DESIGN REVIEW COMMITTEE

D-4
11/18/08

Member

Richard Tanenbaum
617 NW 14th Street
Oklahoma City, OK 73103
521-9991(H)
rtanenbaum@ggdevcd.com

Citizen Member
524-8484, ext. 103(W)

Term
5/01/10

James Loftis
1806 Huntington Avenue
Oklahoma City, OK 73116
842-2666(H)
loftisfaia@aol.com

Design Professional
848-0333(W)

5/01/10

Vacant

Design Professional

5/01/10

Mark Grubbs
1819 S. Morgan Road
Oklahoma City, OK 73128
256-0846(H)
mgrubbs@gc-okc.com

Design Professional
Grubbs Consulting, LLC
Civil Engineering and Land
Planning
265-0641 (W)
265-0649 (F)

5/01/09

Betsy Brunsteter
Chair
717 NW 41st Street
Oklahoma City, OK 73118
525-5558(H)
bbunsteter@adgokc.com

Urban Design Commissioner 5/01/11
826-9174(W)

Charles Ainsworth
105 N. Hudson, Suite 120
Oklahoma City, OK 73102
524-7388(H)
coolains@aol.com

**Licensed Real Estate
Professional**
235-6300(W)

5/01/09

DOWNTOWN DESIGN REVIEW COMMITTEE

**D-4
11/18/08**

GiGi Faulkner
gigif@remax.net

**Licensed Real Estate
Professional**
RE/MAX First
1000 W. Wilshire #428
Oklahoma City, OK 73116
843-8448(W)

5/01/11

STAFF

Scottye Montgomery, Planner II
297-3538

The Downtown Design Review Committee, consists of seven (7) members. These members shall be appointed by the Mayor with the approval of the City Council. Three (3) members shall be a combination of registered architects, landscape architects, urban planners or licensed civil engineers, all with demonstrated knowledge of urban design principles. Two (2) members shall be licensed real estate professionals, with demonstrated knowledge of urban design principles. One (1) member shall be a member of the Urban Design Commission. One (1) member shall be a resident citizen of the City of Oklahoma City. All members shall have demonstrated knowledge in the fields of architecture, urban history, city planning, urban design or real estate development. Members shall serve staggered three (3) year terms.

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~~Anthony McDermid
415 N. Broadway
Oklahoma City, OK 73102
820-2041(H)
amcdermid@taparchitecture.com~~
vacant

Design Professional *leave this, please*
~~TAP Architecture~~
~~232-8787(W)~~

5/01/10

OK

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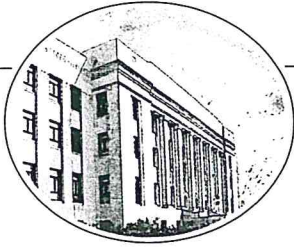
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OFFICE OF THE MAYOR

MICK CORNETT, MAYOR
MUNICIPAL BUILDING
200 NORTH WALKER
OKLAHOMA CITY, OKLAHOMA 73102

November 18, 2008

Mark Grubbs, P.E.
Grubbs Consulting, LLC
1819 S. Morgan Road
Oklahoma City, OK 73128

Dear Mr. Grubbs:

I submitted your name for appointment to the Downtown Design Review Committee. The appointment was unanimously confirmed by the City Council with a term expiring May 1, 2009.

Scottye Montgomery, Planner II, will be in contact with you regarding meeting dates, times, and materials as you serve in this capacity.

Thank you so much for accepting this important civic responsibility. If there is anything this office may do to assist you, please feel free to contact us.

Sincerely,

Mick Cornett
Mayor

cc: Susan Miller, AICP, Planner IV



The City of
OKLAHOMA CITY
MICK CORNETT - MAYOR

D-4
11/18/08

TO: City Council
FROM: Mayor
SUBJECT: Appointment to the Downtown Design Review Committee

I intend to submit for confirmation the following to serve as a member of the Downtown Design Review Committee with a term expiring May 1, 2009:

Mark Grubbs Design Professional

Mr. Grubbs is a professional engineer and owner of Grubbs Consulting, LLC. He will replace David Todd who recently resigned.

Respectfully submitted,

Mick Cornett
Mayor

Keeton, Gayleen M

From: Miller, Susan A
Sent: Wednesday, November 05, 2008 10:42 AM
To: Keeton, Gayleen M
Subject: FW: Oklahoma City Commission Appointments

*Mark Grubbs
Downtown Design
Review*

Attached is the Application & Resume from Mark Grubbs, a Civil Engineer applying for the DDRC. Seems like an excellent candidate.

*Mays - ok
Diane - yep*

-----Original Message-----

From: Mark Grubbs [mailto:mgrubbs@gc-okc.com]
Sent: Wednesday, November 05, 2008 10:19 AM
To: Miller, Susan A
Subject: RE: Oklahoma City Commission Appointments

Susan-

Please find the requested revised application and resume attached for your review. Feel free to contact me for any additional information that you may need.

Respectfully,

Mark C. Grubbs, P.E.

Grubbs Consulting, LLC

Civil Engineering & Land Planning

1819 S. Morgan Road
Oklahoma City, OK 73128
Phone: (405) 265-0641
Fax: (405) 265-0649
mgrubbs@gc-okc.com

Replacing David Todd

NOTE: This message is intended only for the use of the addressees named above. This message and any attachments may contain information that is confidential or privileged. If you are not an intended recipient, you are hereby notified that any further dissemination, copying, transmittal, or use, of the information in this transmission is strictly prohibited. If you have received this transmission in error, please notify the sender immediately by reply e-mail or by telephone at (405) 265-0641 and delete this message. Thank you.

From: susan.miller@okc.gov [mailto:susan.miller@okc.gov]
Sent: Tuesday, November 04, 2008 4:56 PM
To: Mark Grubbs
Subject: RE: Oklahoma City Commission Appointments

Hi Mark -

Thanks for your e-mail. There is only one meeting a month - which is the third Thursday. We will send the packets out a week prior to that for you to review prior to the meeting. But, that is really the only necessary time commitment.

Also, we have revised the board application (added additional questions) since John filled his out to make sure that there are no conflicts relating to the language in the current City Charter about "city officials" entering into

contracts with the City.

I am attaching the new application and the memo from the Municipal Counselor's office that describes this situation.

Thanks again for your interest. I hope to hear from you soon,

Susan Miller, AICP
Comprehensive Planning and Urban Design Division
Oklahoma City Planning Department
420 W. Main St., Suite 900
Oklahoma City, OK 73102
(405) 297-3176

-----Original Message-----

From: Mark Grubbs [mailto:mgrubbs@gc-okc.com]
Sent: Tuesday, November 04, 2008 4:28 PM
To: Miller, Susan A
Subject: RE: Oklahoma City Commission Appointments

Susan-

I understand that the Downtown Design Review Committee meets the third Thursday of every month. Could you give me an idea of other meeting time requirements so that I can verify that I wouldn't have any conflicts?

I have attached a completed application forwarded by John Joyce for your review. Feel free to contact me with any additional questions or comments.

Respectfully,

Mark C. Grubbs, P.E.

Grubbs Consulting, LLC

Civil Engineering & Land Planning

1819 S. Morgan Road
Oklahoma City, OK 73128
Phone: (405) 265-0641
Fax: (405) 265-0649
mgrubbs@gc-okc.com

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From: John Joyce [mailto:john@es-llc.net]
Sent: Tuesday, November 04, 2008 1:49 PM
To: susan.miller@okc.gov
Cc: Mark Grubbs

11/5/2008

Subject: Oklahoma City Commission Appointments

Susan

Here is the contact information I promised for Mark Grubbs:

Mark C. Grubbs, P.E.

Grubbs Consulting, LLC

Civil Engineering & Land Planning

1819 S. Morgan Road

Oklahoma City, OK 73128

Phone: (405) 265-0641

Fax: (405) 265-0649

mgrubbs@gc-okc.com

Mark and I talked just briefly about the Downtown Design Review Committee and he sounded quite interested.

I don't know Mark's full resume, but I do know he worked for Tim Johnson for a period before starting his own firm and that he is very sharp.

I am enclosing an application form for Mark to complete and forward to you so you will have more information.

Thanks

John M. Joyce, PE, SECB

President

Engineering Solutions, LLC

6801 North Broadway - Suite 215

Oklahoma City, Oklahoma 73116

phone 405 848-4093 fax 848-4094

john@es-llc.net

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This message has been scanned for viruses and dangerous content by **MailScanner**, and is believed to be clean.



The City of
OKLAHOMA CITY
Commission/Committee/Board Application

Date: November 4, 2008

Name: Mark C. Grubbs

Residence Address: 542 W. Broadpoint Ct. Way

City: Mustang Zip: 73064 Email: mgrubbs@gc-okc.com

Home Phone: (405) 256-0846 (Other): _____

Employer: : Grubbs Consulting, LLC

Occupation: Civil Engineer/Owner

Work Address: 1819 S. Morgan Road

City: Oklahoma City Zip: 73128 Work Phone: (405) 265-0641

Committee/Commission for which you are interested: Downtown Design Review Committee

1. Describe your specific qualifications for a seat on this particular committee or commission.

Professional Engineer licensed in the state of OK, four years, and KS, three years. Over a decade worth of Civil Engineering design experience in private commercial and residential site development. Owner of Grubbs Consulting, LLC a Civil Engineering and Land Planning Firm, for two years.

2. What experience do you have with organizations, civic groups or clubs that would be beneficial to this committee or commission?

Member ASCE, ULI, CREC, & COHBA. No chair or board positions.

3. Are you willing and able to attend meetings on a regular basis? Yes No
If No, what are your limitations?

-
-
4. Briefly state the reasons why you feel your appointment to this committee or commission will benefit the City of Oklahoma City.

Over a decade of Civil Engineering design, land planning and technical experience. My interest in all aspects of land development and desire to assist in the improvement of the quality of development within the City of Oklahoma City.

5. Those who serve as City officers are barred by City Charter and State law from entering into any contract with the City, even if the contract is unrelated to the issues that the officer encounters in his/her service to the City. The City Charter prohibits the officer from being “directly or indirectly” interested in City contracts or the profits from such contracts or in any City purchases or sales. An “indirect” interest in a City contract by the officer might, depending on the specific facts, include a contract between the officer’s spouse and the City. The City Charter also prohibits the officer from owning stock or being otherwise directly financially interested in any corporation having any contract or subcontract for doing any contract job or work for the City. The State law prohibition also extends to the spouse of the officer, and includes any entity that the officer or his/her spouse owns at least 25 percent of. (For more specific legal information regarding this subject, see the enclosed opinion prepared by the Municipal Counselor’s Office.)

- A. Do you or does your spouse currently have any contracts with the City?
_____ Yes X _____ No
- B. Do you or does your spouse or employer have any interest in the profits from a City contract? ___ Yes X No
- C. Do you or does your spouse have any interest any City purchases or sales?
_____ Yes X No
- D. Do you or does your spouse own stock or are either of you otherwise directly financially interested in any corporation have any contract or subcontract for doing any contract job or work for the City? _____ Yes X
No
- E. If you answered “no” to all of the questions above, are you and your spouse prepared to forgo entering into contracts with or otherwise becoming vested with any of the prohibited interests in City contracts or

transactions during the time that you serve as a City Officer? X Yes
_____ No

If you answered “yes” to any of the questions, A—D above, please use this opportunity to detail any interests you currently have that might violate any of these prohibitions, even if you are unclear whether it would or would not be a violation. (You may be contacted personally for more information on this subject.)

Please attach a resume.

Submit completed application and resume to: Susan Miller, City of Oklahoma City
Planning Department, 420 W Main St Suite 900, Oklahoma City OK 73102-4407, or fax
to (405) 297-1631, or email to: susan.millerA@okc.gov

Mark C. Grubbs, P.E.

542 W. Broadpoint Ct. Way Mustang, OK 73064 (405) 256-0846 mgrubbs@gc-okc.com

Profile

Approximately ten and one-half years in the Civil Engineering industry, with four years as a Professional Engineer and seven and one-half years of combined collegiate study in the Civil Engineering and Computer Science curriculums has created a knowledgeable, fast paced, hard working leader who is competent and well established in the Civil Engineering industry in the greater Oklahoma City area.

Objective

To obtain a position as an officer on the City of Oklahoma City Downtown Design Review Committee.

Experience

GRUBBS CONSULTING, LLC, Oklahoma City, OK
Professional Engineer/Owner, December 2006 to Current

- Own, operate, develop and grow a Civil Engineering Firm specializing in land development.
- All engineering and management responsibilities listed at below prior places of employment.

TANNER CONSULTING-EDMOND, LLC, Edmond, OK
Professional Engineer/Manager, June 2005 to December 2006

- Engineer in responsible charge of office of eight employees.
- Responsibilities include soliciting work, design, project management, project scheduling, employee and office management, billing (\$60,000 to \$80,000/month), client relations, etc.
- Professional Engineer specializing in project management, engineering full sets of Civil drawings from start to finish on small and large commercial, residential and industrial projects.

JOHNSON & ASSOCIATES, INC., Oklahoma City, OK
Civil Engineering Internship/Career, June 1998 to June 2005

- Associate Engineer specializing in project management, engineering full sets of Civil drawings from start to finish on small and large commercial and residential projects. Projects involved design of storm sewer, water line, sanitary sewer, detention ponds, grading, site dimensional, layout of Final and Preliminary Plats, erosion and sedimentation control, demolition, and landscaping plans, as well as earthwork calculations, erosion control compliance, 404 permitting and FEMA CLOMR's, LOMR's and LOMA's
- Specialized in hydrology and hydraulic calculations/studies

- Developed good communication skills through participation in meetings, presentations, negotiations and project coordination.
- Utilized the following software: HEC-1, HEC-2, HEC-RAS, HY-8, HydroCad, Autocad 14 & 2000, Softdesk, Land Desktop Development, Corel Quatro Pro, Corel Word Perfect, Microsoft Word, Microsoft Excel, Paint Shop Pro 5.0, and Microsoft Outlook

Education

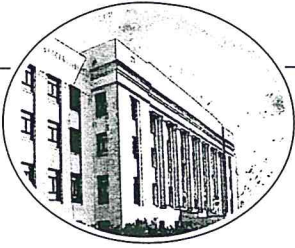
UNIVERSITY OF OKLAHOMA, Norman, Oklahoma
Civil Engineering Curriculum 1996 to 2000; *B.S. degree, May 2000*

UNIVERSITY OF CENTRAL OKLAHOMA, Edmond, Oklahoma
Computer Science Curriculum 1995 to 1996

SOUTHWESTERN OKLAHOMA STATE UNIVERSITY, Weatherford, Oklahoma
Computer Science Curriculum 1992 to 1995

Achievements

- Founded Grubbs Consulting, LLC in November 2006
- Became registered as a Professional Engineer in the State of Kansas, December 2005
- Became registered as a Professional Engineer in the State of Oklahoma, December 2004
- Passed PE exam, Fall 2004
- Graduated with a Bachelor of Science Degree in Civil Engineering from the University of Oklahoma in May 2000
- Passed FE exam, Spring 1999
- ASCE-University of Oklahoma Concrete Canoe Chairman 1998–99 & 1999–2000
- ASCE-University of Oklahoma Student Chapter Treasurer 1998–99
- 1998-99 & 1999-2000 College of Engineering Scholarship Recipient



OFFICE OF THE MAYOR

MICK CORNETT, MAYOR
MUNICIPAL BUILDING
200 NORTH WALKER
OKLAHOMA CITY, OKLAHOMA 73102

September 8, 2008

Mr. Anthony McDermid
TAP Architecture
415 Broadway
Oklahoma City, OK 73102

Dear Mr. McDermid:

On behalf of the citizens of Oklahoma City, we wish to thank you for the time you devoted while serving on the Downtown Design Review Committee.

Citizens such as you, who are willing to offer their time and talents, make our city an even better place in which to live, work and play. I want to personally thank you again for your service on the Downtown Design Review Committee.

Sincerely,

Mick Cornett
Mayor

415 Broadway

Oklahoma City

Oklahoma 73102



V.405.232.8787

F.405.232.8810

www.taparchitecture.com

August 20, 2008

Mick Cornett, Mayor
City of Oklahoma City
200 N WALKER
OKLAHOMA CITY OK 73102

V 405.297.2424

Ref Downtown Design Committee

Dear Mayor:

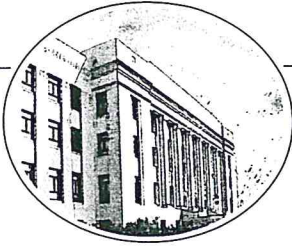
I appreciate the opportunity and confidence placed in me to serve the City for the past year as a member of the Downtown Design Review Committee but regret that I must resign my position effective immediately.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'A' followed by several vertical strokes and a horizontal line extending to the right.

Anthony McDermid, AIA, RIBA, Principal
TAParchitecture.

Send TM



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MUNICIPAL BUILDING
200 NORTH WALKER
OKLAHOMA CITY, OKLAHOMA 73102

September 8, 2008

Mr. David Todd
Todd Engineering, Inc.
P.O. Box 892925
Oklahoma City, OK 73102

Dear Mr. Todd

On behalf of the citizens of Oklahoma City, we wish to thank you for the time you devoted while serving on the Downtown Design Review Committee.

Citizens such as you, who are willing to offer their time and talents, make our city an even better place in which to live, work and play. I want to personally thank you again for your service on the Downtown Design Review Committee.

Sincerely,

Mick Cornett
Mayor

TODD ENGINEERING, INC.

CIVIL ENGINEERING & CONSULTING

P.O. Box 892925
1505 S.W. 104TH STREET

OKLAHOMA CITY, OK 73189
OKLAHOMA CITY, OK 73159

PHONE (405) 691-1626
FAX (405) 691-1627

August 20, 2008

Mr. Mick Cornett, Mayor
The City of Oklahoma City
200 N. Walker, 3rd Floor
Oklahoma City, OK 73102

RECEIVED
AUG 20 2008
OFFICE OF THE MAYOR

Dear Mayor Cornett:

Please accept this letter as my resignation from the City of Oklahoma City's Downtown Design Review Committee.

I appreciate the opportunity to serve the City in this capacity and I have enjoyed the time spent on the committee.

Sincerely,



David E. Todd, P.E.

DOWNTOWN DESIGN REVIEW COMMITTEE

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5/01/10

David Todd
Vice Chair
1505 SW 104th Street
Oklahoma City, OK 73170
691-3759(H)
david@todd-engineering.com

Design Professional
691-1626, ext. 1(W)

5/01/09

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Chair
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bbrunsteter@adgokc.com

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Keeton, Gayleen M

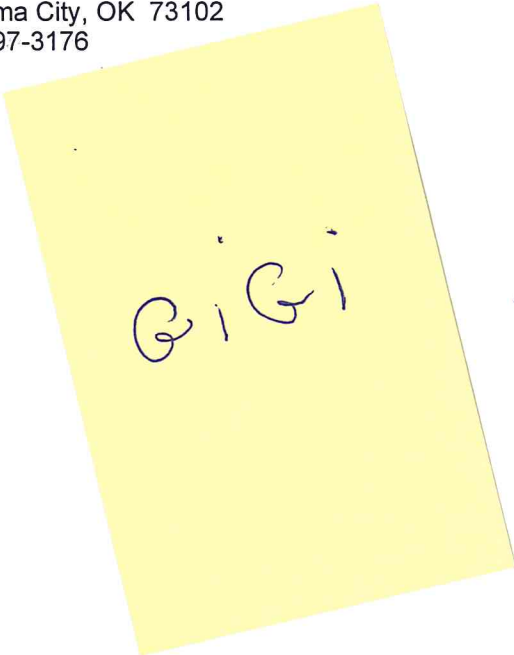
From: Miller, Susan A
Sent: Thursday, April 17, 2008 10:31 AM
To: Keeton, Gayleen M
Subject: Downtown Design Review Committee

Hi Gayleen,

Hard to believe, but it's been a year since the Downtown Design Review Committee was established. And, two of the members have terms that expire on May 1: GiGi Faulkner & Betsey Brunsteter. Both have expressed the desire to continue to serve on the committee & continue to meet the qualifications.

Also, for your records, GiGi Faulkner has a new work address address:
1000 W Wilshire # 428, Oklahoma City OK. 73116

Thanks,
Susan Miller, AICP
Comprehensive Planning and Urban Design Division
Oklahoma City Planning Department
420 W. Main St., Suite 900
Oklahoma City, OK 73102
(405) 297-3176



The Business address was correct

The address under GiGi name was what we mailed out to. I deleted that address.

lu

also mailed out returned mail

lu thank you.

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Vice Chair
1505 SW 104th Street
Oklahoma City, OK 73170
691-3759(H)
david@todd-engineering.com

Design Professional

691-1626, ext. 1(W)

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5/01/09

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Oklahoma City, OK 73118
gigif@remax.net

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Professional
RE/MAX First

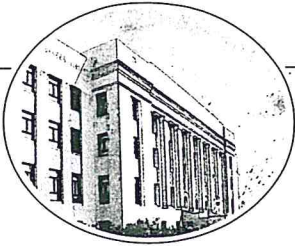
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MICK CORNETT, MAYOR
MUNICIPAL BUILDING
200 NORTH WALKER
OKLAHOMA CITY, OKLAHOMA 73102

July 15, 2008

Betsy Brunsteter
717 NW 41st Street
Oklahoma City, OK 73118

Dear Ms. Brunsteter:

I submitted your name for appointment to the Downtown Design Review Committee. This reappointment was unanimously confirmed by the City Council with a term expiring May 1, 2011.

Thank you so much for again accepting this important civic responsibility. If there is anything this office may do to assist you, please feel free to contact us.

Sincerely,

Mick Cornett
Mayor

cc: Susan Miller, AICP, Planner IV



OFFICE OF THE MAYOR

MICK CORNETT, MAYOR
MUNICIPAL BUILDING
200 NORTH WALKER
OKLAHOMA CITY, OKLAHOMA 73102

July 15, 2008

GiGi Faulkner
5901 N. Western Avenue
Oklahoma City, OK 73118

Dear Ms. Faulkner:

I submitted your name for appointment to the Downtown Design Review Committee. This reappointment was unanimously confirmed by the City Council with a term expiring May 1, 2011.

Thank you so much for again accepting this important civic responsibility. If there is anything this office may do to assist you, please feel free to contact us.

Sincerely,

Mick Cornett
Mayor

cc: Susan Miller, AICP, Planner IV