Shelby County Government

A C Wharton, Jr.
Mayor

October 31, 2008

The Honorable Deidre Malone
Chairman, Shelby County Board of Commissioners
160 N. Main, Suite 450
Memphis, TN 38103

Dear Chairman Malone:

Pursuant to the rules and regulations governing the Memphis and Shelby County Building Code Board, I hereby nominate Carter Hord and Ralph Richardson for reappointment.

The term of service for Carter Hord and Ralph Richardson should be retroactive to August 5, 2008, expiring on August 5, 2011, for a term of three years.

For your use, biographical information is attached and approval of the Board of Commissioners will be appreciated.

Sincerely,

A C Wharton, Jr.
Mayor

ACW/lar

Enclosure

160 North Main Street, Suite 850 ✦ Memphis, TN 38103 ✦ 901-545-4500 ✦ Fax 901-545-4759

SUMMARY

I. **Description of Item**

This resolution reappoints two members to the Memphis and Shelby County Building Code Board.

II. **Source and Amount of Funding**

III. **Contract Items**

A. Type of Contract – N/A

B. Terms – N/A

IV. **Additional Information Relevant to Approval of this Item**

The members of the Memphis and Shelby County Building Code Board are appointed for a term of three years. Mr. Hord has been a member since November 20, 2006; Mr. Richardson has been a member since August 25, 2003.

Board Members

Appointments	Resolution Date	Expire Date	Member Since	Race	Term
M/SC Building Code Board					
Mr. Carter Hord	11/20/2006	08/05/2008	11/20/2006	WM	3
Mr. Ralph Richardson	11/20/2006	08/05/2008	08/25/2003	WM	3
Mr. Juan Self	11/20/2006	08/05/2009	08/25/2003	BM	3
Mr. Ken Shappley	11/20/2006	08/05/2009	08/25/2003	WM	3
Mr. Jack Tickle	11/20/2006	08/06/2009	07/31/1989	WM	3
Mr. James Toles	11/20/2006	08/06/2009	03/05/1984	BM	3

ATTENDANCE RECORD

BUILDING ADVISORY BOARD - 2008

	JAN 2008	FEB 2008	MAR 2008	APRIL 2008	MAY 2008	JUNE 2008	JULY 2008	AUGUST 2008	SEPT 2008
RALPH RICHARDSON	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT
CARTER HORD	PRESENT	PRESENT	**ABSENT**	PRESENT	**ABSENT**	**ABSENT**	PRESENT	**ABSENT**	PRESENT

Board/Commission

Division of County Government

Name: Carter Hord

Date of Birth: 9.19.63 Race Caucasian M X F

Business Name: Hord Architects

Business Address: 66 Monroe Avenue, Suite 105 Memphis, TN Zip: 38103 Phone 527-9085

E-mail chord@hordarchitects.com Fax 527-9087

Education: Bachelor of Architecture - Auburn University
Master of Architecture - Cornell University

Name of Spouse: Lisa Hord Number of Children Two

Home Address: 2972 Robin Road Memphis, TN Zip 38111 Phone 454-5125

Resident of Shelby County 32 years.

Birth to 1982 19
1995 to present 13
32 total

Have you ever been convicted of a felony? Yes ____ No X

I give authorization to Shelby County Government to request that the Shelby County Sheriff's Department perform a background check. Yes X No ____

I also understand that other sources including the official state websites listing sexual predators and a check of outstanding balances owed to departments and offices of county government may be performed.

List any affiliation or ownership interest you have in any business, corporation, or partnership, and if such business contracts with or sells products or services to Shelby County Government.

I own Hord Architects a sole proprietorship, and Hord Properties LLC which owns my office space. Neither has contracted with Shelby County under my ownership.

List members of family, where employed, and whether or not their employer contracts with or sells products or services to Shelby County Government.

SUSAN GARTS, SISTER - RETIRED FROM CHURCH ADMIN.
MARY HORD, SISTER - AUTOZONE CASHIER

Carter Hord
Signature

10.17.08
Date

(For Office Use Only)
Attendance Record (if applicable)
No. of Meetings ____ No. Attend ____ No. Absent ____
Disposition:
Approval ____ Resolution ____ Item # ____

NOTICE TO ALL PROSPECTIVE APPOINTEES TO SHELBY COUNTY BOARDS, AUTHORITIES OR COMMISSIONS

Pursuant to Resolution #26 adopted July 26, 1993, as amended, each person who submits his or her name for nomination to serve on a board, authority, or commission subject to approval by the Shelby County Board of Commissioners shall submit a list of all private county, social, athletic or professional clubs of which that person is a member. In the event it is determined that any such clubs are disciminatory in choosing their members on the basis of race, sex, or religion, the Shelby County Board of Commissioners may use this information in voting to reject the nominee.

Pursuant to the aforementioned Resolution you are hereby required to list all private country, social, athletic or professional clubs of which you belong.

1 American Institute of Architects
2 National Council of Architecture Registration Boards
3 Institute for Classical Architecture
4 Holy Rosary Catholic Church Men's Club
5 CHICKASAW COUNTRY CLUB, MEMPHIS
6 CORNELL CLUB OF NEW YORK
7
8

List below any of the aforementioned clubs of which you belong that do not have female members.

* 1 Holy Rosary Catholic Church Men's Club
2
3
4

* there is a counterpart women's organization in the church.

List below any of the aforementioned clubs of which you belong that do not have minority group members (e.g., African American, Hispanic, Asian).

1 _____
2 _____
3 _____
4 _____

Do any of the aforementioned clubs of which you belong discriminate in selecting members based on race, sex, or religion?

Circle Below:
Yes No

Submitted: Carter Hord
(Print Name)

Signature: Carter Hord

Date: 10.17.08

GRATUITY DISCLOSURE FORM

Shelby County Ethics Commission

INSTRUCTIONS: This form is for all persons receiving any Shelby County Government contract, land use approval or financial grant money to report any gratuity that has been given, directly or indirectly, to any elected official, employee or appointee (including their spouses and immediate family members) who is involved in the decision regarding the contract, land use approval, or financial grant of money.

NOT APPLICABLE —

1. **NAME**

_____

2. **DATE OF GRATUITY**

_____

3. **NATURE AND PURPOSE OF THE GRATUITY**

_____

_____

_____

4. **NAME OF THE OFFICIAL, EMPLOYEE, APPOINTEE, OR FAMILY MEMBER WHO RECEIVED THE GRATUITY**

_____

5. **NAME OF THE PERSON OR ENTITY THAT PROVIDED THE GRATUITY**

_____

6. **ADDRESS OF THE PERSON OR ENTITY THAT PROVIDED THE GRATUITY**

_____

_____

7. **DESCRIPTION OF THE GRATUITY**

_____

_____

_____

8. **COST OF THE GRATUITY (If cost is unknown and not reasonably discernible by the person giving the gratuity, then the person giving the gratuity shall report a good faith estimate of the cost of the gratuity.)**

_____

9. **The information contained in this Gratuity Disclosure Form, and any supporting documentation or materials referenced herein or submitted herewith, is true and correct to the best of my knowledge, information and belief and affirm that I have not given, directly or indirectly, any gratuity to any elected official, employee or appointee (including spouse and immediate family members) that has not been disclosed and I affirm that I have not violated the provisions of the Shelby County Government Code of Ethics.**

Carter Hord
Signature

10.17.08
Date

CARTER HORD
Print Name

A copy of your completed form will be placed on the Shelby County Internet website.

Resume

Carter Hord, AIA, Principal

Carter Hord is the principal of Hord Architects. The firm was founded in 1957 and Carter became principal in 1991. The firm is based in Memphis, Tennessee and has a small office in Alexandria, Virginia. The firm specializes in ecclesiastic work and has a diverse list of projects of broad size and scope around the country. Carter enjoys working with churches and brings to the firm a background in project design and master planning.

Prior to joining Hord Architects, Mr. Hord was a staff architect with Keyes Condon Florance Architects of Washington, DC. He was involved in a number of projects ranging from the 500,000 s.f. Smithsonian Institution Administrative Service Center to the 3 million s.f. Glenmont Metro Terminus urban design and master planning study in Montgomery County, Maryland.

Mr. Hord began his architectural training with his father L.T. Hord, Architect in Memphis where he worked on many different projects during summers in architecture school and as an intern architect.

Carter is licensed to practice architecture in ten states. Virginia is his original state of licensure.

He is married to Lisa Elaine Hord, Architect, and they have two children.

Education:

Cornell University – Master of Architecture
Auburn University – Bachelor of Architecture
Europe Study – Undergraduate study of architecture in England, Scotland, The Netherlands, France, Germany, Switzerland, and Italy

Honors:

Awards

Frederick Seventh-Day Adventist Church and School - First Place in Design Competition.
Mid Hudson Korean United Methodist Church - Distinguished Design Award 1994
Rosedale Baptist Church's Friend of the Year Award - 1995

Published Works

Journal for the Institute for Sacred Architecture – Article on Building the Church for 2010, a conference on Catholic liturgical architecture at the Liturgical Institute at the University of St. Mary of the Lake, Mundelein Seminary, IL. (2002).
Nashville Business Journal – Church Specialist Article (2002)
Memphis Business Journal – Church Specialist Article (2001)
Cornell Journal of Architecture IV - Master's Thesis (1991)
Archidemia - Europe drawings (1987)

Exhibited Works

Cornell Urban Design Studio Works, exhibited at Palazzo Massimo, Rome, Italy (1988)

Honors (continued):

Honor Society

Tau Sigma Delta - National Architectural Honorary Society

Organizations and Activities:

AIA – American Institute of Architects – Board Member of Memphis Chapter
NCARB – Fully certified by the National Council of Architecture Registration Boards
Institute of Classical Architecture and Classical America – Active Member
Memphis Heritage – Member of local historic preservation organization
Washington Arts Group – Member and speaker (1989-1995), an interfaith organization of Christian architects
Teacher of Liturgy of the Word for Children – Sunday teacher at Holy Rosary Catholic Church

Academic Experience:

Visiting Critic

Notre Dame University – Fourth year design juries
Catholic University – Third year design juries
Syracuse University – First year design juries
Maryland University – First year graduate juries
University of the District of Columbia – Fourth year design juries

Teaching Assistant

Cornell University – Fifth year design studio (Fall 1988)
Cornell University – First year design studio (Spring 1989)

Published Recommendations:

Listed by Michael Rose as "Recommended Architects and Artists in North America" in his recent best selling book on church architecture entitled Ugly as Sin – *Why They Changed our Churches from Sacred Places to Meeting Spaces – and How We Can Change Them Back Again.*

Board/Commission

Division of County Government

Name: Ralph Richardson

Date of Birth: 10/27/1943 Race Caucasian M X F

Business Name: SSR Ellers, Inc.

Business Address: Until 11/16/08 5100 Poplar Ave, #1600 Zip: 38137 Phone 901/683-3900
After 11/16/08 2650 Thousand Oaks Blvd., Suite 3200 38118
E-mail rrichardson@ssr-inc.com Fax 901/683-3990

Education: BS & MS University of Tennessee

Name of Spouse: Kay Number of Children 2

Home Address: 1249 Hickory Ridge Drive Zip 38116 Phone 901/396-7696

Resident of Shelby County 39+ years.

Have you ever been convicted of a felony? Yes ____ No X
I give authorization to Shelby County Government to request that the Shelby County Sheriff's Department perform a background check. Yes X No ____

I also understand that other sources including the official state websites listing sexual predators and a check of outstanding balances owed to departments and offices of county government may be performed.

List any affiliation or ownership interest you have in any business, corporation, or partnership, and if such business contracts with or sells products or services to Shelby County Government.

Smith Seckman Reid, Inc. who owns SSR Ellers, Inc.

List members of family, where employed, and whether or not their employer contracts with or sells products or services to Shelby County Government.

Ryan Richardson (son) - Minister for Holmes Road Church of Christ

Vivian Richardson Bossong (daughter) - lives in Fairfax, VA.

Ralph Richardson
Signature

October 6, 2008
Date

(For Office Use Only)
Attendance Record (if applicable)
No. of Meetings ____ No. Attend ____ No. Absent ____
Disposition:
Approval ____ Resolution ____ Item # ____

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Pursuant to the aforementioned Resolution you are hereby required to list all private country, social, athletic or professional clubs of which you belong.

1 N/A
2
3
4
5
6
7
8

List below any of the aforementioned clubs of which you belong that do not have female members.

1 N/A
2
3
4

List below any of the aforementioned clubs of which you belong that do not have minority group members (e.g., African American, Hispanic, Asian).

1 N/A
2
3
4

Do any of the aforementioned clubs of which you belong discriminate in selecting members based on race, sex, or religion?

Circle Below:
Yes No

Submitted: Ralph Richardson
(Print Name)

Signature: Ralph Richardson

Date: October 6, 2008

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1. NAME

   Ralph Richardson

2. DATE OF GRATUITY

   N/A

3. NATURE AND PURPOSE OF THE GRATUITY

   N/A

4. NAME OF THE OFFICIAL, EMPLOYEE, APPOINTEE, OR FAMILY MEMBER WHO RECEIVED THE GRATUITY

   N/A

5. NAME OF THE PERSON OR ENTITY THAT PROVIDED THE GRATUITY

   N/A

6. ADDRESS OF THE PERSON OR ENTITY THAT PROVIDED THE GRATUITY

   N/A

7. DESCRIPTION OF THE GRATUITY

N/A

8. COST OF THE GRATUITY (If cost is unknown and not reasonably discernible by the person giving the gratuity, then the person giving the gratuity shall report a good faith estimate of the cost of the gratuity.)

N/A

9. The information contained in this Gratuity Disclosure Form, and any supporting documentation or materials referenced herein or submitted herewith, is true and correct to the best of my knowledge, information and belief and affirm that I have not given, directly or indirectly, any gratuity to any elected official, employee or appointee (including spouse and immediate family members) that has not been disclosed and I affirm that I have not violated the provisions of the Shelby County Government Code of Ethics.

Ralph Richardson
Signature

October 6, 2008
Date

Ralph Richardson
Print Name

A copy of your completed form will be placed on the Shelby County Internet website.

RALPH RICHARDSON, P.E.

Chief Operating Officer
Structural Engineer

Ellers, Oakley, Chester & Rike, Inc.

General Summary

Mr. Richardson is the Chief Operating Officer of EOCR and has **over thirty-one years experience** in the planning, design and construction coordination of educational, commercial and industrial buildings. His experience includes the structural design of buildings with both steel and reinforced concrete frames as well as foundation design for various types of soil conditions. In addition, he is responsible for the preparation of structural specifications and cost estimates as well as the design coordination with other engineering disciplines. **Mr. Richardson served as the Engineering Project Manager and Structural Design Director for the $58 million relocation of the Bureau of Naval Personnel from Arlington, Virginia to Naval Support Activity - Mid-South.**

Professional Focus

- Foundation Design
- Reinforced Concrete Buildings
- Seismic Studies & Design
- Steel Framed Buildings
- Structural Systems Analysis/Design Recommendations

Projects of Interest

- NAVFAC, Southern Division - Relocation of Bureau of Naval Personnel to Naval Support Activity Mid-South - *Millington, TN*
- Tennessee Air National Guard - ADAL Maintenance Hangar - *Memphis, TN*
- City of Memphis - Maynard T. Stiles Wastewater Treatment Facility - *Memphis, TN*
- Crescent Center Office Building - *Memphis, TN*
- Delta Beverage - 3 Warehouses & Office Buildings - *Forest City, AR; Baton Rouge, LA; Covington, LA*
- Fleischmann's Yeast - Production Facility and Dock - *Memphis, TN*
- Williams Refinery (MAPCO) - Administrative Support Center - *Memphis, TN*
- Memphis Eye & Cataract Center - *Memphis, TN*
- Memphis Light Gas & Water-Ray Morton Water Treatment Plant Expan. & Seismic Retrofit-*Memphis, TN*
- Pickwick Landing State Park - New Inn, Conference Center & Sewage Treatment Plant - *Pickwick, TN*
- Shea Clinic - *Memphis, TN*
- Tennessee Department of Transportation - Region IV Headquarters - *Jackson, TN*
- Newly Weds Foods, *Horn Lake, MS*

Education

BSCE, Civil Engineering, 1965 - *University of Tennessee, Knoxville, TN*
MSCE, Civil/Structural Engineering, 1969 - *University of Tennessee, Knoxville, TN*

Registrations

Registered Professional Engineer, 1972 - State of Tennessee, #8316
(Also registered as a Professional Engineer in AR, LA, MA, MS, NJ)