



# City of Rochester Hills

## CANDIDATE QUESTIONNAIRE

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NAME Timothy Wood

**BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU WANT TO SERVE (please check the boxes):**

**Appointed by Mayor, Confirmed by City Council**

- ☐ Advisory Traffic & Safety (meets monthly)
- ☐ Board of Review (meets as needed)
- ☐ Brownfield Redevelopment Authority (meets 4 times a year)
- ☐ Citizens Pathway (meets as needed)
- ☒ Construction/Fire Prevention Board of Appeals\* (meets as needed)
- ☐ Diversity, Equity & Inclusion Committee (meets as needed)
- ☐ Local Development Finance Authority (meets 4 times a year)
- ☐ Naming Standing Committee (meets as needed)
- ☐ Planning Commission\* (meets monthly)
- ☐ Rochester Hills Museum Foundation (meets monthly)

**Appointed by City Council**

- ☐ Cemetery Citizen Advisory Committee (meets 2-4 times a year)
- ☐ Deer Management Advisory Committee (meets 2 times a year)
- ☐ Elections Commission (meets prior to each Election)
- ☐ Green Space Advisory Board (meets monthly)
- ☐ Historic Districts Commission\* (meets monthly)
- ☐ Historic Districts Study Committee (meets as needed)
- ☐ Human Resources Technical Review Committee (meets yearly)
- ☐ Liquor License Technical Review Committee (meets as needed)
- ☐ Older Persons' Commission (meets monthly)
- ☐ Public Safety & Infrastructure Technical Review Committee (meets as needed)
- ☐ Retiree Health Care Trust – Board of Trustees (meets as needed)
- ☐ Rochester Avon Recreation Authority (meets monthly)
- ☐ Rochester Hills Museum Foundation (meets monthly)
- ☐ Water System Advisory Council (meets yearly)
- ☐ Zoning/Board of Appeals\* (meets monthly)

\* Denotes paid positions. Candidates will be required to complete a Form I-9, Employment Eligibility Verification, as required by the Federal Government.



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NAME TIMOTHY WOOD COUNCIL DISTRICT \_\_\_\_\_  
DATE 12/4/25 ROCHESTER HILLS RESIDENT FOR N/A YEARS  
OCCUPATION BUILDING DIRECTOR

INTERESTS/REASONS/QUALIFICATIONS (Specifically list the reasons you are interested in serving on this/these committees and any qualifications you have for being on this/these committees:

PLEASE SEE ATTACHED RESUME

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU HAVE or currently SERVE on (List Municipalities and years):

CONSTRUCTION BOARD OF APPEALS

ELECTIVE OFFICES THAT YOU HAVE HELD:

NONE

OTHER ORGANIZATIONS you have been or are involved with:

PLEASE SEE ATTACHED RESUME

Relevant EDUCATION to the committee(s) you are interested in:

PLEASE SEE ATTACHED RESUME

HOBBIES/INTERESTS

BIKING AND CAMPING

ADDITIONAL INFORMATION

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## **TIMOTHY R. WOOD**

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### **EDUCATION**

- M.S.C.E.M. Master of Science in Construction Engineering Management, Lawrence Technological University, Southfield, MI (2018)
- B.S. Bachelor of Science in Business Administration, Lawrence Technological University, Southfield, MI (1993)
- C.E.T. Associate of Science in Construction Engineering Technology, Lawrence Technological University, Southfield, MI (1993)

### **PROFESSIONAL EXPERIENCE**

- 2012-Present Building Department Director, Charter Township of Shelby, Shelby Township, MI.
- 1996-2012 Assistant Building Department Director, Charter Township of Shelby, Shelby Township, MI
- 1993-1995 Part-time Building Inspector, Charter Township of Oakland, Oakland, MI
- 1991-1996 Building Department Director and Zoning Administrator, City of Fraser, Fraser, MI
- 1986-1991 Building Inspector and Plans Examiner, City of Fraser, Fraser, MI
- 1984-1986 Rehabilitation Inspector, Macomb County Planning Commission, Mount Clemens, MI
- 1979-1984 Carpentry, roofing and general construction with Walter S. Wood, General Contractor and Blackwood Home Improvements, Warren, MI

### **ACADEMIC EXPERIENCE**

- 2009 to present Wayne State University, Part time instructor, Construction Management Program - Building Codes

### **CERTIFICATIONS AND REGISTRATIONS**

- State of Michigan Registered Building Official, Plan Reviewer, and Building Inspector (State ID # P000558)
- State of Michigan Licensed Residential Builder (State ID #2101078613)
- International Code Council Certified Building Inspector and Commercial Building Inspector -- (Certification # 5170862)
- FEMA Certified (Level 700-FEMA National Incident Management System) in Emergency Management with specific expertise in Damage Assessment.
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## **ADMINISTRATIVE, MANAGEMENT AND TECHNICAL SKILLS**

- Prepare and manage department budgets, policies and procedures.
- Supervise, train, hire, mentor, and discipline staff of over 20 full and part-time employees.
- Develop and present ordinance amendments, resolutions, grant applications, special projects, training and other matters before boards, commissions and various community groups.
- Manage department information software system, web site and document imaging program.
- Coordinate bidding process; select design professionals and contractors; monitor contract compliance; and handle payments for building, engineering, renovation and grant projects.
- Resolve customer and employee issues and complaints.
- Plan and prepare for successful audits of Building Department operations by the Insurance Services Office (ISO) and the Michigan Department of Environmental Quality (MDEQ).
- Serve as Floodplain Administrator for community including participation in Community Rating System (CRS) through ISO.
- Perform field inspections to enforce building code compliance for residential, commercial, and industrial construction.
- Review plans and specifications for code compliance, bid preparation and estimating.
- Appear in court to provide expert testimony pertaining to construction and code enforcement.
- Meet with builders, property owners, architects, engineers, attorneys, politicians, and others regarding the design and construction of buildings and related matters.
- Extensive zoning administration and enforcement experience including participation in the development of Master Plan and Zoning Ordinance.
- Developed special policies and procedures in response to ongoing Covid-19 Pandemic, including Virtual Inspection Program to minimize person to person contact on inspections.
- Participated in development of Marijuana Cultivation Ordinance in response to changes in State laws and complaints regarding cultivation operations in the community.
- Acquired practical skills in construction as a carpenter, roofer, and general construction.

## **MEMBERSHIPS**

International Code Council (ICC)

Southeastern Michigan Building Officials and Inspectors Association (SEMBOIA)

Code Officials Conference of Michigan (BOCM)

## **HONORS AND AWARDS**

Magna Cum Laude Graduate, Lawrence Technological University

## **SERVICE ACTIVITIES**

Past Assistant Scoutmaster and Eagle Advisor, Boy Scout Troop # 242

Past AYSO Soccer Coach

Volunteer: Lion's Club, Habitat for Humanity, Clinton River Area Mountain Biking Association

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