



**Committee:** Directly to Council  
**Staff:** Selena Mendy Singleton, Esq., Clerk of the Council  
**Purpose:** Final action – vote expected  
**Keywords:** #CouncilAppointments

AGENDA ITEM #4  
October 20, 2020  
**Action**

## SUBJECT

- 1) Resolution to appoint a new member of the Board of Appeals for a term to expire in September 2024.
- 2) Resolution to designate a Chair with compensation at \$22,040.

## EXPECTED ATTENDEES

None.

## COUNCIL DECISION POINTS & COMMITTEE RECOMMENDATION

None.

## DESCRIPTION/ISSUE

On September 29, 2020, the Council interviewed Mr. John Pentecost, current BOA Chair, and Ms. Laura Seminario-Thornton for the BOA.

The Council shall **first appoint the new member** and shall **then designate a Chair** from among the members of the Board. The Council determines the length of time a member may serve as Chair. Traditionally, the Chair's term coincides with the member's term of office. The Chair serves at the pleasure of the Council.

The Council **establishes compensation for the Chair**. The compensation received by the previous Chair was \$22,040; for Boardmembers compensation is \$15,595. Compensation is adjusted annually each December to reflect 50 percent of the change in the Washington Area Consumer Price Index. The Council President recommends the salary remain at that level.

By law, no more than three members of the Board shall be from the same political party. This position can be filled by a Democrat, a Republican, a voter who is unaffiliated with a party, or a voter who is a member of another party officially recognized by the Board of Elections. Current members of the Board include Chair John Pentecost (Democrat), Katherine Freeman (Democrat), Bruce Goldensohn (Republican), Mary Gonzales (Democrat), and Richard Melnick (Unaffiliated).

## ROLE OF THE COUNTY EXECUTIVE

Section 2-108(a) of the Montgomery County Code states that "The Council shall request the County Executive to provide within thirty (30) days a recommendation as to qualified applicants prior to any appointment."

A memorandum was sent to the County Executive requesting his recommendation on the Board of Appeals vacancy. The Executive responded on September 17, 2020 as follows: "Since the members of the Board of Appeals are appointed by the Council, I will concur with your selection based on the applicant list and information provided."

**This report contains:**

List of applicants ©1

Resumes ©2-7

Draft resolutions for Member and Chair ©8-10

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**BOARD OF APPEALS**  
**Applicants**  
**September 2020**

<b>Applicants</b>	<b>Additional Information</b>
John H. Pentecost Poolesville 20837	Current Chair of BOA  Democrat
Laura Seminario-Thornton Germantown 20874	Member, Childcare Commission  Republican

August 5, 2020

Honorable Mr. Stanley Katz  
President, Montgomery County Council  
100 Maryland Avenue  
Rockville, Maryland 20850

Dear Mr. Katz:

Thank you and the Council for appointing me in 2016 to my first full term on the Board of Appeals which expires in September 2020. I am herewith applying for reappointment to serve a second full term on the Board of Appeals and as the Board's Chair. I would very much appreciate continuing to serve in a leadership position to protect Montgomery County's land use and zoning.

The last seven and a half years has seen significant changes to the Board and its work with the 2014 zoning ordinance. The Board has strong, well qualified and experienced members who broadly represent different perspectives and who have diverse backgrounds and interests. More critically, with the Covid-19 pandemic, we have been using the Microsoft Meeting platform and I am pleased to report that we have not missed a beat in our service to the public. In fact, the Board of Appeals has conducted the most meetings in the County with this platform. Our continuing effort will be to provide reasonable opportunity for county businesses and residents to meet their needs for the use of their property within the strict framework of the law.

Please find attached a copy of my resume. I will be pleased to meet with you and members of the Council at your convenience, either in person or virtually.

Sincerely,



John H Pentecost

# JOHN H. PENTECOST

Knowledgeable professional with extensive experience with local housing issues and in creating, managing, and evaluating Federal housing and development programs. Familiar with planning, land use, and zoning policies and regulations. Developed, performed and led quality management reviews of program operations in over 20 States. Executive in small business operation.

Strategic Planning · Program & Process Design & Re-engineering  
Budgetary & Legal Analysis · QA · Leadership · Cost Reductions · Business Development  
Loan & Grant Policies & Regulations · Training · Consensus Building · Executive Presentation  
Negotiations · Stakeholder Relations · Team Building

## PROFESSIONAL EXPERIENCE

**JHP Enterprises, LLC, Principal** **3/2013 –Present**  
Notary Public for Montgomery and Frederick Counties with TIPIC license for Maryland. Insured with background check and Federal clearances. Extensive service with FHA/HUD and RHS/USDA. Professional, reliable, punctual, personable, and mature. Committed to quality control and processes. Available 24/7. Experienced with all loan documents for purchase, sale or refinancing, using in-person, remote or e-signing.

**NIS SOLUTIONS, Sterling, Virginia** **3/2008 – 5/2013**  
**Vice President for Operations and Program Management**  
Provide day-to-day operations leadership and management of contracts, program management office (PMO) and IT support services for NIS Solutions. Manage contracts totaling in excess of \$4 million annually including language translation, help desk services and call centers. Principal contract liaison with Federal agencies, integrating the contract within NIS and with business partners.

**MULTIFAMILY HOUSING (MFH), FHA-HUD, Washington, DC** **1970 – 1976**  
**Senior Program Advisor** **1999 – 2006**  
Formulated and executed strategic and management plans, providing expert tactical consultation to Deputy Assistant Secretary on optimal integration of 7-year Strategic Plan and Annual Performance Plan; adhered to Government Performance and Results Act (GPRA). Established objectives, evaluated performance, and implemented continuous process improvements to pragmatically align goals with budget and business operations. Led performance review teams to multiple States.

**RURAL HOUSING SERVICE, OFFICE OF RURAL DEVELOPMENT, USDA** **1976-1999**  
**Special Assistant to Deputy Administrator for Multifamily Housing**  
Managed \$1M consulting contract and staff teams implementing a new guaranteed affordable housing lending program. Re-engineered multifamily housing programs including completely revising multiple

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## JOHN H. PENTECOST

regulations and developing new handbooks, forms, and procedures. Advised Administrator and Deputy Administrator on optimal budget, legislation, inquiries, and regulations. Represented Agency and USDA at interagency councils and forums such as Interagency Homeless Council. Directed and led project teams on special initiatives and field reviews.

### COMMUNITY SERVICE

**Chairman—Board of Appeals, Montgomery County, MD, 2013-present**

**Board Member—Historic Medley, Western Montgomery County, 2017-present**

**Member—Countryside Alliance, 2015 to present**

**Executive Board Member—Heritage Montgomery, Retired 2018**

**Member—Montgomery County Arts and Humanities Council's Grants Committee, Retired 2018**

**Chairman—Washington Grove Planning Committee (Led effort for National Register Designation)**

**Member—Maryland National Capital Park and Planning Commission's Sub-Section Review Panel for Shady Grove Master Plan**

### EDUCATION

- *American University, Washington, DC*      *Master of Public Administration*
- *Cornell University, Ithaca, NY*      *B.A., Political Science & Urban Planning*

### POLITICAL AFFILIATION

**Democrat**

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August 04, 2020

Montgomery Council

RE: County Board of Appeals.  
Council President Sidney Katz

As an experienced Owner-Director in ECE, and current student at UMGC, Political Science, the posting for County Board of Appeals with Montgomery Council piqued my interest. When reviewing the job requirements and your website, I was excited to see that my qualifications and personal traits align with your needs and mission.

I bring a set of talents that I believe will be valuable to Montgomery County Board of Appeals. In my Owner-Director role, I honed my abilities establishing policies and communicate them to staff and parents, and provide professional development opportunities for staff, providing a solid foundation for the County Board of Appeals position. My collaboration strength, people-centric nature and eagerness to please have afforded me excellent critical thinking skills.

I am excited to contribute my strengths and proficiency in decision-making toward your team efforts. As an extroverted and personable communicator with a proven track record in responsibility, my focus on building strong professional relationships has been a valuable asset throughout my career.

The attached resume highlights some of my top achievements and I would love the opportunity to share more with you about my qualifications. Please contact me for more information.

Thank you for your time and consideration.

Sincerely,

Laura Seminario-Thornton

# **Laura Seminario Thornton**

## **OBJECTIVE**

To obtain a full time or part time position where my knowledge and bilingual skills will be utilized.

## **EDUCATION**

University of Maryland Global Campus 2019

Political Science

Montgomery College, Germantown, MD, August 2007-2012

ECE A.A.A.604 (Early Childhood Education/ Special Education -Spanish Teacher) GPA 3.5

General Studies

Universidad Nacional de Piura-Peru April 1980 – June 1983

Accounting

## **SKILLS**

- Bilingual in Spanish and English
- Twelve years' experience in childcare to infants, toddlers and young children
- Caring and Reliable
- Extensive experience in customer service. Major strengths in workflow productions, research and problem solving.
- Staffing and personnel administration. Dependable professional who has a sense of teamwork and a continuous improvement process.
- Microsoft Office,2010, Publisher, Word, Power Point, Excel.

## **WORK EXPERIENCE**

CEO Spirit Tourers Travel Agency Germantown, MD since 2019 to present.

Managing Director continuously motivate the sales team to hit the targets and ensure the profitability of the company. Provide the team with sales figures, and plan how to sell travel products and tour packages. Oversee the recruitment of staff, payroll matters and staff training, and organize incentives and bonus schemes. They also deal with customer enquiries, complaints and aim to meet their expectations. Liaise with travel partners, including airlines and hotels, to manage bookings and schedules.

Childcare Owner-Director, Scribbles N Scrabbles Germantown, MD since 2011 to present.

Oversees the daily operations of a daycare center, making sure that the children have a safe, happy and educational environment. The primary function is to keep day-to-day activities working well. As the person responsible for any issue, I am very diligent task-master and natural leader who is good at problem-solving.

Lead Teacher, Preschool - STONE RIDGE SCHOOL OF THE SACRED HEART, Bethesda, MD, August 2009-2011

Plan and develop activities to develop fine motor, cognitive, and social skills. Coordinate a staff of three instructors. Helped develop social, cognitive, and motor skills (for children 12-18 months); coordinated activities with other teachers based on individual observations of the children.

Lead Teacher, Infant Room - BRIGHT HORIZONS FAMILY SOLUTIONS, Bethesda, MD, August 2007 to August 2009

In a classroom for children of 3 years old implemented curriculum provided by the center, prepared lesson plans, and led classroom instruction. Supervised activities, encouraged children to explore various areas of life learning, grow self-esteem and individual personality. Taught self-sufficiency skills, including dress, hygiene, etiquette, and social cooperation. Introduced children to a variety of toys, various manipulatives, small assembly sets, pattern pieces and puzzles, to promote learning through play. Designed an imagination station where children took part in science based exploration by participating in experiments.

Real Estate Agent, LONG & FOSTER REAL ESTATE, Gaithersburg, Maryland  
June 2005 to June 2009

Created a unique marketing plan to distinguish my client over the competition. Show the customer how to enhance the value of their property and set the best price. Give the property total exposure. Properly qualify buyers; help the buyers and the agents take actions. Negotiate in my customers' best interest to protect their equity and gain them the best possible terms. Make the transactions worry free.

Banking Officer, Banco de Credito del Peru, Sullana, Piura June 1983 to 2001

As banking officer had the legal capacity to act for a bank, made agreements, and sign documents on the bank's behalf. Act as a loan officer, or another staff member in a supervisory role. Helped clients to achieve their needs in capital through affordable loans and guide them to be successful in their finances.

Resolution No.: \_\_\_\_\_  
Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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Lead Sponsor: County Council

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**SUBJECT:** Appointment of member to Board of Appeals

Background

1. The Montgomery County Code, Sections 2-108 through 2-116, establishes a County Board of Appeals.
2. Mr. John Pentecost (Democrat) was appointed to a partial term on the Board in January 2013 and has completed one full term. Mr. Pentecost has also served as Chair from 2017 until the present time.
3. The County Code requires that membership shall consist of five members with not more than three of the five members of the Board from the same political party.
4. Current members of the Board include Chair John Pentecost (Democrat), Katherine Freeman (Democrat), Bruce Goldensohn (Republican), Mary Gonzales (Democrat), and Richard Melnick (Unaffiliated).

Action

The County Council for Montgomery County, Maryland, approves the following resolution:

Appointment of \_\_\_\_\_ as a member of the Board of Appeals effective immediately until September 2024, or until a successor has qualified and been appointed.

This is a correct copy of Council action.

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Selena Mendy Singleton, Esq.  
Clerk of the Council

Resolution No.: \_\_\_\_\_  
Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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Lead Sponsor: County Council

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**SUBJECT: Compensation and Appointment - Chair of Board of Appeals**

Background

1. Section 2-108 of the Montgomery County Code provides that the Council must designate a member of the Board as Chair. That Member serves as Chair at the pleasure of the Council.
2. Section 2-145 of the Montgomery County Code provides that the compensation of the members of boards, committees, and commissions may be established by the County Council.
3. Resolution No. 16-833 establishes the most recent compensation for the Chair of the Board of Appeals; Resolution 9-527A establishes that Members and Chair shall receive an annual salary adjustment, beginning on the first Monday in December, which is fifty percent (50%) of the change in percentage of the Washington Area Consumer Price Index.
4. Compensation of the current Chair is \$22,040.
5. John Pentecost (Democrat) was appointed to the Board for a partial term in January 2013 and has completed one full term. Mr. Pentecost has also served as Chair of the Board from September 26, 2017, until the present day.

Action

The County Council for Montgomery County, Maryland, approves the following resolution:

1. The Chair of the Board of Appeals shall receive compensation of \$22,040, with a yearly adjustment each December as indicated in Council Resolution No. 9-527A.
2. \_\_\_\_\_ is hereby appointed to serve as Chair of the Board of Appeals effective immediately.

This is a correct copy of Council action.

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Selena Mendy Singleton, Esq.  
Clerk of the Council