

Action

MEMORANDUM

June 21, 2019

TO: County Council

FROM: Megan Davey Limarzi, Esq., Clerk of the Council *Map for MDZ*

SUBJECT: Appointments to Montgomery County Planning Board

Two seats on the Montgomery County Planning Board expired on June 14, 2019.

Chair Casey Anderson (Dem) was originally appointed as a member of the Planning Board in June 2011, designated by the Council as Chair in July 2014, and reappointed as Chair in June 2015. He is completing his second term as Chair. Mr. Anderson is eligible to reapply as Chair (per Section 15-102 of Land Use Article of Maryland Code) and has done so. Norman Dreyfuss (Rep) has completed his second term and is ineligible to reapply.

The Council advertised the positions and received 24 applications to fill the two vacancies. Seven applicants were selected for interviews, which were conducted on June 11 and 13, 2019. Staff from the Office of the County Attorney conducted the financial interviews on June 11 and 13 as well.

No more than three members of the Planning Board may be from the same political party. Both positions can be filled by a Democrat, a Republican, a voter who declines to affiliate with a party, or a member of another party officially recognized by the Montgomery County Board of Elections.

Name/(affiliation)/Date of first appointment	Expiration Date	Term (4-year term)
Chair Casey Anderson (Dem) 6/2011 (appointed Chair 7/2014; reappointed Chair 6/2015)	June 14, 2019	Second* *Per Land Use Article 15-102: eligible to apply for 3 <sup>rd</sup> term as Chair
Norman M. Dreyfuss (Rep) 2/2010 partial term	June 14, 2019	Second (ineligible to reapply)
Gerald Cichy (Rep) 7/2016	June 14, 2020	First (eligible to reapply)
Natali Fani-Gonzalez (Dem) 10/2014	June 14, 2022	Second (ineligible to reapply)
Tina Patterson (Unaffiliated) 7/2017	June 14, 2021	First (eligible to reapply)

**COUNCIL ACTION**

Attached are two draft resolutions for Council consideration:

- 1) Appointment of Planning Board Chair
- 2) Appointment of Planning Board Member

**EXECUTIVE ACTION**

Within three days of the appointment by the Council, the name of the appointees will be delivered to the County Executive, who shall within 30 days after the appointment to either approve or disapprove the appointment. In the event that the County Executive disapproves an appointment, he shall return the appointment to the Council with the reasons for the disapproval in writing. The Council may, by the affirmative vote of 7 of its members, appoint a member of the Commission over the disapproval of the Executive, and by the affirmative vote of 6 of its members designate a Chair over the disapproval of the Executive. Once the appointment process is completed, the appointee is sworn in by the Clerk of the Circuit Court.

**This packet contains:**

**Circle #**

Draft Resolutions	A-C
M-NCPPC Background Information	D
List of Applicants	E
List of Letters of Endorsement	F-H
Resumes of Interviewees:	
Casey Anderson (Dem) ©1	
Brandy Brooks (Dem) ©5	
Julian Haffner (Dem) ©11	
Charles Kauffman (Dem) ©15	
William Kirwan (Dem) ©20	
Jennifer Russel (Dem) ©24	
Partap Verma (Dem) ©29	

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

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY MARYLAND**

Lead Sponsor: County Council

**SUBJECT:** Designation of full-time member who serves as Chair or Vice Chair of the Maryland-National Capital Park and Planning Commission; Appointment of Chair of Montgomery County Planning Board; Authorization of Supplemental Salary and Leave

**Background**

1. Casey Anderson's term as a member of the Maryland-National Capital Park and Planning Commission expired on June 14, 2019, but he continues to serve until a successor is appointed. As a member of the Maryland-National Capital Park and Planning Commission, Mr. Anderson was designated by the Council to serve as Chair or Vice Chair of the Commission and as Chair of the Montgomery County Planning Board on July 15, 2014, and was reappointed on June 9, 2015.
2. Section 15-107 of the Land Use Article of the Maryland Code authorizes the Council to designate a member to serve on a full-time basis as the Chair or Vice Chair of the Commission.
3. Section 15-108 of the Land Use Article of the Maryland Code states that "with the approval of the County Executive of Montgomery County, the County Council may authorize an appropriate supplementary salary for the commissioner designated by Montgomery County to serve on a full-time basis."
4. Section 15-102 of the Land Use Article of the Maryland Code provides that the term of office of each member of the Commission is four years and in Montgomery County a person may not be appointed for three consecutive full terms, with the following exception. A commissioner appointed from Montgomery County may be appointed for a maximum of three consecutive full terms as a member of the Commission if the commissioner is designated as chair of the Montgomery County Planning Board during the commissioner's second term in office. This provision, Chapter 446 effective July 1, 2015, was approved with retroactive application for any Commissioner appointed on or after June 15, 2014.
5. Current Commission members are Chair Casey Anderson (Democrat), Gerald Cichy (Republican), Norman Dreyfuss (Republican), Natali Fani-Gonzalez (Democrat), and Tina Patterson (Unaffiliated).
6. The designation of a full-time Commissioner and Chair of the Planning Board is before the Council for approval.

**Action**

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

**1. Supplementary Salary Authorization**

The salary for the Chair of the Montgomery County Planning Board will be \$209,230 including the mandatory salary provided under State law. The salary will be adjusted on the annual anniversary of the first day of the term of office by a percentage which is 75 percent of the percentage increase in the Washington-Baltimore Metropolitan Area Consumer Price Index of all urban consumers for May from the preceding May.

**2. Leave**

The Montgomery County Planning Board Chair must accrue leave on the basis of four weeks per year for vacation and personal leave.

**3. Designation as Full-time member and as Chair or Vice Chair**

\_\_\_\_\_ is designated as Chair or Vice Chair of the Maryland-National Capital Park and Planning Commission. In that capacity \_\_\_\_\_ is designated to serve as Chair of the Montgomery County Planning Board until June 14, 2023.

**4. Effective Date**

The effective date of the appointment and supplementary salary and leave authorized in this resolution is the date that the resolution is approved by the County Executive.

This is a correct copy of Council action.

\_\_\_\_\_  
Megan Davey Limarzi, Esq.  
Clerk of the Council

Approved:

\_\_\_\_\_  
Marc Elrich, County Executive

\_\_\_\_\_  
Date



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

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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Lead Sponsor: County Council

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**SUBJECT:** Appointment to the Maryland-National Capital Park and Planning Commission

**Background**

1. Article 28, Section 2-101, of the Maryland Code provides for the appointment of members to the Maryland-National Capital Park and Planning Commission. No more than three members of the Commission may be from the same political party.
2. The second term of Norman Dreyfuss (Republican) expired on June 14, 2019.
3. Current Commission members are: Chair Casey Anderson (Democrat), Gerald Cichy (Republican), Norman Dreyfuss (Republican), Natali Fani-Gonzalez (Democrat), and Tina Patterson (Unaffiliated).
3. The appointment of a member to fill the expired term of Norman Dreyfuss is before the Council for approval.

**Action**

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

\_\_\_\_\_ is appointed to a first term on the Maryland-National Capital Park and Planning Commission until June 14, 2023, or until a successor has qualified and been appointed. This appointment is effective July 26, 2019.

This is a correct copy of Council action.

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Megan Davey Limarzi, Esq.  
Clerk of the Council

Approved:

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Marc Elrich, County Executive  
County Executive

\_\_\_\_\_ Date

6

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**MONTGOMERY COUNTY PLANNING BOARD**

**Membership:** No more than three of the five members shall be of the same political party. Any vacancy occurring in the membership of the Commission from Montgomery County for any cause shall be filled by the Council, for the unexpired term. A person appointed to fill any vacancy for an unexpired term shall be a member of the same political party as was represented by the member who vacated the office. Montgomery County may designate a member to serve on a full-time basis provided that person has been designated by the County to serve as Chair or Vice-Chair of the Commission.

**Term:** The term is for four years. Appointments shall be made on or before June 15 of the year in which any appointment is made. Members may continue to serve until their successors are appointed and have qualified. A Commissioner may not be appointed for three consecutive, full terms.

**Compensation:** Current Montgomery County Planning Board Members receive \$24,400 and Maryland-National Capital Park and Planning Members receive \$5,600 for a total annual salary of \$30,000. The Chair currently receives \$207,262.

**Financial Statement:** Members must file annual public financial disclosure statements.

Each applicant for appointment shall file a State Ethics Commission financial disclosure statement (Form #1) with the Council no later than five days prior to the initial date set for interview by the Council.

The County Council may require applicants for appointment or reappointment to be interviewed by the Council or its designated agent in private as to any possible or potential conflict of interest. Applicant shall be questioned under oath and the financial interview shall be conducted in a question and answer fashion, and a written transcript made of all questions and answers. There shall be a public disclosure by the Council of the complete transcribed testimony from the financial interview of the actual appointee or appointees three weeks from the date of his or her appointment.

**Current Members:**  
**Casey Anderson, Chair** (Dem) – term expires June 14, 2019  
**Norman M. Dreyfuss, Vice Chair** (Rep) – term expires June 14, 2019  
**Natali Fani-Gonzalez** (Dem) – term expires June 14, 2022  
**Gerald Cichy** (Rep) – term expires June 14, 2020  
**Tina Patterson** (Unaffiliated) – term expires June 14, 2021

## MONTGOMERY COUNTY PLANNING BOARD 2019

<b>Applicants</b>	<b>Political Affiliation</b>
Stephen Alfandre Kensington 20895	Unaffiliated
Casey Anderson Silver Spring 20910	Dem
Christine T. Barbour Rockville 20853	Dem
Lily Bolourian Gaithersburg 20882	Dem
Brandy Brooks Silver Spring 20902	Dem
Franklin G. David Burtonsville 20866	Dem
David Fagan Clarksburg 20871	Dem
Sandra Filippi Takoma Park 20912	Dem
Timothy French Bethesda 20814	Rep
Sherry Glazer Chevy Chase 20815	Dem
Julian A. Haffner Gaithersburg 20879	Dem
Charles Kauffman Bethesda 20816	Dem
Margo Kelly Silver Spring 20907	Dem
William Kirwan Silver Spring 20910	Dem
Erik Mathes Silver Spring 20910	Dem
Kimberly Large Miner Gaithersburg 20878	Rep
Robert W. Nelson Gaithersburg 20882	Rep
Manuel T. Ochoa Chevy Chase 20815	Unaffiliated
Dalbin A. Osorio Chevy Chase 20815	Dem
Theresa N. Reyes Silver Spring 20910	Rep
Jennifer Russel Rockville 20852	Dem
Mahendra Sapa Burtonsville 20866	Rep
Zhicheng Li Swift Rockville 20853	Unaffiliated
Partap Verma Silver Spring 20910	Dem

## Planning Board Letters of Endorsement

*(through 6/19/19)*

### Casey Anderson (Chair)

Action Committee for Transit  
Citizens Against Beltway Expansion  
Coalition for Smarter Growth  
Growing East County  
Montgomery County Chamber of Commerce (supports as Chair)  
TAME Coalition - Transit Alternatives to the Mid-County Highway Extended (supports as Chair)  
Shannon Babe-Thomas  
Donna Baron  
Marc Bloom  
Max Bronstein (not in support)  
Tony Camilli  
Mary Campbell  
Jennifer Chambers  
Bob Cissel  
Forrest Daniels  
Sue Decker  
Jacqueline Devine  
Michael Dutka  
Ken Firestone  
Warren Fleming  
Susan Gellert  
Tawna Grasty  
Stuart Grossman  
Tim Hawk  
Richard Hoye  
Robert Hydorn  
Charles Irish & Joshua Sloan (also support Jennifer Russel)  
Lee Keiser  
Diane Kaine (not in support)  
Jennifer Kirwan  
William Kirwan  
Dave Magill  
Carol Mason  
Bernie Mihm  
Kathleen Mihm  
David Popper  
Sanjida Rangwala  
Ernest Rodriguez  
Linda Rosendorf  
Chris Rutledge  
Eric Saul  
Miriam Schoenbaum  
Kate Simpson  
Mitch Warren  
Greg Wims

### Brandy Brooks (Chair or Member)

Bethesda African Cemetery Coalition  
District 1 Neighbors  
Montgomery County Chapter of Showing Up for Racial Justice  
Montgomery County Coalition for 80% by 2027  
Montgomery County Democratic Socialists of America  
Bill Christeson  
Joan Clement  
Michael DeLong



**Brandy Brooks (Chair or Member) - continued**

Megan Donohue  
Sabine Dohrn  
Brenton Hull  
Hamza Khan  
Wendy Leibowitz  
Jenny Maggiore  
Danielle Meitiv  
Roger Paden (also supports Julian Haffner)  
Julie Petruzzi  
Sam Pizzigati  
Deborah Schumann  
Michael Tabor & Esther Siegel  
Bruce Simons-Morton  
Rosanne Skirble  
Lisa Spain  
Joel M. Teitelbaum  
David Ward  
Michelle Whittaker  
Nanci Wilkinson

**Julian Haffner (Member)**

Roger Paden (also supports Brandy Brooks)

**Charles Kauffman (Member)**

AARP Maryland  
American Muslims Seniors Society  
The Beacon Newspapers  
Friends of the Human Rights Commission  
Grass Roots Organization for the Well-being of Seniors (GROWS)  
Jewish Council for the Aging  
Jewish Social Service Agency  
Visit Montgomery  
Elaine Kotell Binder  
Francis Creighton  
Irwin Goldbloom

**William Kirwan (Member)**

Marty Brockway  
Melissa Bruns Burke  
Cate Timmerman Frezza  
Barbara & Gary Gleason  
Sandra Heiler  
Julius & Melissa Kassovic  
Jennifer Kirwan  
Larry Letow  
Danny Manoff  
Anne McHenry  
Bill & Karen O'Brien  
Charles Piety  
Kate Simpson & Stuart Grossman  
Greg Whelan

**Jennifer Russel**

Apartment and Office Building Association of Metropolitan Washington (AOBA)  
Clarksburg Chamber of Commerce  
Montgomery County Chamber of Commerce (also supports Partap Verma as Member)  
Peter Fosselman  
Elaine & Fred Gillespie  
Charles Irish & Joshua Sloan (also support Casey Anderson as Chair)  
Helen Linda Dallas Reider  
Susan Reutershan

**Partap Verma**

Delegate Jheanelle Wilkins, District 20  
Delegate Emily Shetty, District 18  
Delegate Jared Solomon, District 18  
Coalition for Smarter Growth  
Montgomery County Chamber of Commerce (also supports Jennifer Russel as Member)  
The Sierra Club  
TAME Coalition - Transit Alternatives to the Mid-County Highway Extended (supports as Member)  
Shabnam Arora Afsah  
Satya Bose  
Liz Brent  
Bruno Carvalho  
Shannon Dahn  
Ronit Aviva Dancis  
Barbara (Bee) Ditzler  
Ross Filice  
Sandeep Gangar  
Alison Gillespie  
Melody Goodman  
Torry Hook  
Rephael Houston  
Amol Kasbekar  
Chandni Kumar  
Marie Land  
Frank Leibsly  
Matthew Lloyd  
Paul Lotterer  
Andrea McIntosh  
Elton McIntosh  
Leslie Milano  
K. Ryan Nicholson  
Kinnari Patel  
Vikram Raghavan  
Michael Ravnitzky  
Paru Rellan  
Len Rickman  
Briana Rose  
Brad Rourke  
Audrey Schoomaker  
Andrew Seidman  
Joel St. Clair  
Sarah Stanton  
Amy Sussman  
Betsy Tao  
Seth Troy  
Pritam Verma  
Gregory Wahl  
Marc & Debbie Weinberger  
Kurt Zwally

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Anderson

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April 23, 2019

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RECEIVED  
MONTGOMERY COUNTY  
PLANNING

The Honorable Nancy Navarro  
President, Montgomery County Council  
Stella Werner Council Office Building  
100 Maryland Avenue  
Rockville, MD 20850

Dear President Navarro and Members of the County Council:

I respectfully apply for reappointment to a four-year term as Chair of the Montgomery County Planning Board.

When I was appointed Chair in 2014, I said that Montgomery County was in the midst of a transition driven by economic, social, and demographic changes. I described how evolving preferences were increasing demand for housing in walkable, transit-oriented communities. I observed that the county was becoming less uniformly affluent and more racially, economically, and culturally diverse while the proportion of older residents was growing. I said that the county's competitiveness, and its ability to meet the needs of all residents, would depend on creating communities that attract workers, connect them to jobs, and offer a high quality of life.

Since then, we have made great progress together in connecting land use regulation more closely to the county's economic development, housing, and transportation goals. I believe that I have provided strong leadership, clear vision, and innovative ideas. Many more residents understand the importance of making sure that we have enough housing to meet demand at a range of incomes and a transportation system that works for everyone. We have a consensus in favor of protecting the Agricultural Reserve as an environmental and economic asset.

We still face serious challenges. Montgomery County boasts a highly-skilled and educated workforce, but too many of our residents are struggling with stagnant wages and burdensome housing costs. Revenue shortfalls threaten our ability to help our most vulnerable residents and to maintain our top quality school system. We risk losing workers who have the ability to move elsewhere for better opportunities, weakening our tax base.

This year the Planning Department began preparations for a comprehensive update to the "Wedges and Corridors" plan, which was adopted in 1964. The three pillars of the updated plan

will be economic competitiveness, racial and socioeconomic equity, and environmental sustainability. These objectives must inform our land use and transportation planning efforts in the coming decades. The new plan will establish a blueprint for equitable and sustainable growth in which people of diverse backgrounds, skills, and interests live side-by-side in mixed-income communities with access to jobs, educational opportunities, and housing choices.

The challenges and opportunities we face require sustained focus and a consistent approach. If reappointed, I will work to continue to strengthen the collaborative relationships I have developed with the County Council, the Executive Branch, the General Assembly, and agencies such as the State Highway Administration to make sure that the Planning and Parks Departments are an *integrated part of the county's work on economic development, equity, environmental protection, and related efforts to strengthen our communities for the future.*

It is a privilege to serve as Planning Board Chair, especially at a time when our county faces transformative challenges. I believe that my energetic leadership, focused vision, and new ideas have produced results that have served our communities well, and I hope this letter has conveyed a sense of what we have achieved together and what remains to be done.

I hope you will consider my application favorably, and I look forward to meeting with you to discuss any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to be 'Casey Anderson', with a stylized, cursive script.

Casey Anderson

## Casey Anderson

### PROFESSIONAL EXPERIENCE

#### Maryland-National Capital Park and Planning Commission

*Planning Board Chair* (August 2014 to present), *Commissioner* (June 2011 to present)

Led agency responsible for planning and regulation of land use and management of 421 parks covering more than 37,000 acres in diverse county with population over one million.

#### Kauffman Anderson Consulting / Cap Analysis Group

*Litigation Consultant* (May 2006 to August 2014)

Designed and managed opinion research projects and advised trial lawyers on strategy in complex antitrust, intellectual property, and product liability cases.

#### Coalition to Stop Gun Violence / Americans for Gun Safety

*Director of Public Affairs* (July 2004 to May 2006)

Organized advocacy campaigns to build support for tougher enforcement of existing gun laws and pass legislation to expand use of ballistics technology in criminal investigations.

#### U.S. Representative Martin Meehan

*Chief of Staff* (February 2003 to June 2004), *Legislative Director* (March 1993 to August 1995)

Directed communications, policy, and staff development for member of Congress.

#### AOL Time Warner

*Vice President – International Public Policy* (August 2000 to January 2003)

Developed and implemented government relations campaigns directed at U.S. and foreign governments on telecommunications, privacy, and intellectual property.

#### Mintz, Levin, Cohn, Ferris, Glovsky & Popeo

*Associate* (August 1998 to July 2000)

Represented cable television operators and telephone companies in regulatory policy proceedings and litigation before federal and state agencies and courts.

#### Justice Gregory Scott, Supreme Court of Colorado

*Law clerk* (August 1997 to July 1998)

Drafted opinions and conducted research for member of Colorado's highest court.

#### States News Service / Times-Journal Newspapers

*Reporter* (May 1990 to March 1993)

Covered politics and public policy for several daily and weekly newspapers.

**EDUCATION**

J.D., Georgetown University Law Center, *magna cum laude*, 1997  
Served as articles editor of law review; graduated in top 10 percent of class.

M.S., Columbia University Graduate School of Journalism, 1990  
Wrote 6,000-word profile of U.S. Rep. Charles Rangel as part of degree requirements.

B.S., Georgetown University School of Foreign Service, 1989  
Concentrated in American government and foreign policy. Graduated in three years.

**AWARDS AND RECOGNITION**

Won 2017 Prince Livable Communities Leadership Award given by the Coalition for Smarter Growth to an individual from DC, Maryland, or Virginia who has demonstrated leadership on smart growth, transit and community revitalization

Invited presenter (with Montgomery Planning Director Gwen Wright) on “The New Suburbanism” at 2018 American Planning Association convention

**CIVIC CONTRIBUTIONS**

Montgomery County Transit Task Force (ex officio member)

Boy Scout Troop 209 (past assistant scoutmaster)

Silver Spring Citizens Advisory Board (past vice chair)

Washington Area Bicyclist Association (past board member)

Woodside Civic Association (past vice president)

Law Students In Court Program, Inc. (past board member)

Silver Spring YMCA (past board member)

Coalition to Stop Gun Violence (past board member)



Brandy H. M. Brooks

2 April 2019

The Honorable Nancy Navarro  
President, Montgomery County Council  
Stella B. Werner Council Office Building  
100 Maryland Avenue  
Rockville, Maryland 20850

Dear Council President Navarro:

For over 15 years, I've fought for the right of all community residents to have a real say in decisions about land use and development that affect their daily lives and well-being. As Montgomery County prepares to update its General Plan for the next half-century, I want to use my passion and knowledge to ensure that our plan is deeply grounded in the needs and aspirations of all those who make our county the beautiful place that it is – especially those residents who have been excluded from the benefits and bear a disproportionate share of the burdens from our land use decisions. Therefore, it is a pleasure to present my qualifications for the Montgomery County Planning Board seat that will be vacated by Norman Dreyfuss in June 2019.

I bring to this position 10 years of professional experience in design and planning, plus 14 years of experience as a community activist and organizer for environmental, social, and economic justice. I hold a Bachelor in Design Studies from the Boston Architectural College and a Master in Public Administration from Suffolk University. I've taught and guest lectured on community design, community food systems, and community engagement and social change at the Boston Architectural College, Suffolk University, Harvard's Graduate School of Design, MIT, and Tufts University. I continue to present and train across the country on food justice, community organizing, and community-driven development and planning.

My resume speaks for itself. And yet, it doesn't tell the whole story of why community control over planning and land use matters so much to me, and how I've seen the power of true community-driven decision making transform my own relationship to local government and public officials.

In 2009, I was appointed by the Mayor of Somerville to serve on the city's Comprehensive Plan Steering Committee – sixty-one community members charged with updating Somerville's 30-year-old plan to address the current issues and opportunities in our community. I was used to public "input" processes where community stakeholders were asked to share their ideas, and then that feedback went into the black box of backroom decision-making. But SomerVision was different.

Planning staff didn't simply present their proposals for what the plan should include, then ask us to comment. Instead, the staff provided us with background information about current trends and data for our city, and then let us determine the priorities and parameters for the comprehensive plan. That meant that we were the ones who defined diversity and equity as core values for the plan; who wrestled with what our goals needed to be around affordable housing or green space; who fought with one another about how much development belonged in which areas of the city.

The SomerVision process got me excited about local government and the role I could play as a community member. I went on to serve on Somerville's Zoning Advisory Board, and I saw my neighbors serve on advisory boards and commissions that implemented the plan's goals through regulatory updates and development decisions. SomerVision affirmed our right and our ability to own public decision-making for our community – and it's an experience that helped inspire my run for office last year. As the County Council and County Executive bring racial equity and social justice to the forefront in our government decision-making, SomerVision illustrates how we can center the voices of our community members in these processes.

We are at a critical moment in Montgomery County, when we are wrestling with who we will decide to be and what our future will look like. Will we be a county that truly respects and supports all our residents? Will we respond to the urgent necessity of restoring health to our air, water, land, and people? Will our housing, economic, transportation, energy, utilities, food and other systems be designed to meet our essential human needs while also responding to the threats of climate change and racial and economic injustice? These are questions that we must respond to in our General Plan, and that we can only answer together. I want to use my decades of commitment to equity and justice, my deep understanding of community engagement, and my thorough knowledge of planning and public policy to help our county meet these challenges.

Thank you for your consideration of my application. You can reach me at 240-424-0064 or at [brandy@brandy4moco.com](mailto:brandy@brandy4moco.com) to schedule an interview. I look forward to hearing from you!

Sincerely,

A handwritten signature in black ink that reads "Brandy H. M. Brooks". The signature is written in a cursive style with a long horizontal line extending to the right.

Brandy H. M. Brooks





Brandy H. M. Brooks

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**Organizing and building power for social, environmental & economic justice.**

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Community-based public service professional with over 15 years of planning and community engagement experience. Areas of expertise include community organizing (issue and electoral campaigns); community-based food systems; nonprofit strategic planning and organizational design; program development and management; education and workshop facilitation; and justice and anti-oppression work.

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**Relevant Experience**

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***One Square World***

*Boston, MA*

**Consultant (2019-present)**

- Strategy planning and business development for nonprofit equity and sustainability consulting firm that serves public agencies and community organizations
- Provide training and consulting services to client agencies and community groups

***Candidate for County Council At-Large***

*Montgomery County, MD*

**Democratic Primary (2017-2018)**

- Candidate for at-large seat on 9-member county council, representing a county of over 1 million people covering 500 square miles
- Placed 7<sup>th</sup> in field of 33 Democrats, earning over 26,000 votes as a first-time candidate
- Built engaged base of supporters running on a bold progressive platform that highlighted affordable housing, a just economy, racial & gender justice, and a people-powered democracy

***Progressive Maryland***

*Silver Spring, MD*

**Leadership Development Organizer (2017-2018)**

- Created Progressive Maryland's local training program to support leadership development for staff and community members across the state
- Organized and conducted 11 local trainings (ranging from 1 to 3 days) on relational organizing and movement-building political campaigns, providing training for over 200 leaders from Progressive Maryland and other People's Action affiliates

***Dreaming Out Loud, Inc.***

*Washington, DC*

**Director of Programs (2016-2017)**

- Program oversight and coordination, program development and staff management for farmers market, urban agriculture and micro-enterprise programs.
- Partnership development and relationship management with community-based organizations, public agencies, and community members to develop and refine programming.

***The Food Project***

*Boston, MA*

**Director of Community Programs (2011-2013)**

- Senior manager for diverse range of community food access and food justice education programs partnering with low-income and minority communities in greater Boston.
- Department- and organization-wide strategic planning, including process facilitation, plan writing, and implementation to align staff and financial resources with strategic priorities.



**Brandy H. M. Brooks**

- Program development, budget and operations oversight, and program evaluation.
- Partnership development and relationship management with community-based organizations, public agencies, and individual volunteers to develop and refine programming.

***Bruner Foundation***

*Cambridge, MA*

**Director, Rudy Bruner Award for Urban Excellence (2010-2011)**

- Administration of national urban design award program, including management of application and selection process, case study writing and editing, and publication development.
- Marketing and publicity for award program, award winners and related events, including print and electronic materials, website management, and social media.
- Partnership and program development; event planning and management; program operations.

***Community Development Department, City of Cambridge***

*Cambridge, MA*

**Rappaport Institute Summer Public Policy Fellow (2010)**

- Policy fellow providing special assistance to the Community Development Department to conduct a feasibility assessment for development of a public market.
- Interviews with key local stakeholders regarding development of potential public market, including city and state officials and neighborhood community members.
- Research on public market governance, management and operations best practices, including on-site market tours and interviews.

***Community Design Resource Center of Boston***

*Boston, MA*

**Founding Executive Director (2005-2009)**

- Administration and operations for community design center that connected design professionals to community organizations for pro bono work and public education
- Technical assistance project management and educational program development and execution.
- Strategic planning, including process facilitation, plan writing, and plan implementation.

**Education**

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***Suffolk University, Sawyer Business School (2009-2011)***

*Boston, MA*

- Master of Public Administration with concentration in Non-Profit Management, May 2011.
- Pi Alpha Alpha (National Honor Society for Public Administration).

***Boston Architectural College (2002-2006)***

*Boston, MA*

- Bachelor of Design Studies with concentration in Design Computing, May 2006.
- Atelier (student government) President, 2004-2005, and Vice President, 2003-2004.
- BAC Strategic Planning Steering Committee, 2004-2005.

**Skills and Interests**

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**Languages**

Intermediate Spanish; beginner French & German.



Brandy H. M. Brooks

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### Selected Board Service & Volunteer Leadership

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- *IMPACT Silver Spring* – In December 2018, Ms. Brooks joined the board of IMPACT Silver Spring, a network-building organization that fosters connectivity, collaborative action, and community leadership in Montgomery County communities that have been marginalized due to race, income, and immigration status. She focuses on organizational development and strategic planning.
- *Montgomery County Renters Alliance* – In October 2018, Ms. Brooks joined the board of the Montgomery County Renters Alliance, which supports advocates for policies that increase rental housing affordability, stability and quality, and build community among renters. She focuses on tenant organizing, fundraising, and building relationships with state and local legislators.
- *Dudley Street Neighborhood Initiative* – From September 2012 to August 2013, Ms. Brooks represented The Food Project on the DSNI Board of Directors, its 35-member community-based governance body made up of residents and organizations located in the Dudley neighborhood of Boston. She also served as a DSNI Board representative to the governing board of its affiliated community land trust (Dudley Neighbors Inc.) and was an active member of the Finance Committee.
- *Somerville Zoning Board of Appeals* – From May 2013 to October 2014, Ms. Brooks served on the City of Somerville's Zoning Board of Appeals as an alternate member. The ZBA reviewed requests for special permits and variances for construction and development projects ranging from homeowner and small business renovations to large mixed-use developments.
- *Mayors' Institute on City Design* – In October 2012, Ms. Brooks participated as a resource team member for MICD's 2012 Midwest gathering, which focused on food systems and community design. Resources team members provided feedback to 8 mayors from 6 different states on proposed development projects in their cities and shared relevant examples from their own work.
- *AIA Minnesota Affordable Housing Design Award* – In August 2012, Ms. Brooks was invited to serve on the jury for the American Institute of Architects Minnesota chapter's inaugural Affordable Housing Design Award. Jurors selected the awardees from 20 submissions provided by firms across the state, based on criteria that included design, program and community process.
- *Somerville (MA) Comprehensive Plan Steering Committee* – From September 2009 through the end of 2011, Ms. Brooks served as a mayoral appointee to this committee. The 61-member body formulated the goals and priorities for the City of Somerville's comprehensive plan, which was adopted by the Board of Aldermen in 2012.

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### Selected Teaching & Training

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- *Sawyer Business School, Suffolk University; Social Change, Fall 2014* – This course fulfills the ethics requirement for undergraduates in business programs, and examines the role of business, government and the civil sector in addressing social problems. Students are introduced to concepts and examples of social change, social movements, regulation of business to achieve social objectives, and corporate social responsibility. Ms. Brooks was an instructor for the course.
- *Boston Architectural College, Rebuilding New Orleans Studio, Fall 2006* – This multi-disciplinary studio in the Landscape Architecture program brought together students for a community design project in the devastated Lower Ninth Ward of New Orleans. As part of the teaching team that blended landscape architecture, community design, and economic planning and development, Ms. Brooks worked to build student understanding of the past and present social, economic and environmental factors contributing to the neighborhood situation. She also provided advice on community interaction and interviewing techniques during the nine-day studio trip to New Orleans.



Brandy H. M. Brooks

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### Selected Awards

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- Distinguished Alumni in Service, Boston Architectural College, 2018
- New Economy Maryland Fellowship, Institute for Policy Studies, 2016
- Environmental Leadership Program Chesapeake Regional Network Fellowship, 2015
- Moakley Fellows Public Policy and Public Management Internship, Center for Public Management at Suffolk University Sawyer Business School, 2010
- Next American Vanguard, Next American City, 2009

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### Selected Conferences & Presentations

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- *Northeast Sustainable Agriculture Working Group 2018 It Takes A Region Conference (Philadelphia, PA)* – plenary speaker, “Staying Inspired and Moving Forward”
- *Chesapeake Bay Funders Network 2018 Fall Meeting (Easton, MD)* – panelist, “Community Action and Organizing around Climate, Food and Agriculture”
- *Chesapeake Foodshed Network Development Series (webinar)* – panelist, “For Us, By Us: Community Ownership & the Food System in Washington, DC”
- *CommonBound 2016 (Buffalo, NY)* – moderator, “Growing Food and Power: Food Sovereignty in the United States”
- *Philadelphia Area Cooperative Alliance CO-UP: A Teach-In for Cooperators (Philadelphia, PA)* – presenter, “Shared Equity and Worker-Housing Co-op Collaboration”
- *Rooting DC 2016 (Washington, DC)* – presenter, “Fighting Oppression in the Food System”
- *ArchitectureBoston Expo 2012 (Boston, MA)* – panelist, “Urban Agriculture and the Form of the City” and “Design. Action. Social Innovation.”
- *Design in Action 2011 (Philadelphia, PA)* – moderator, “Innovative Approaches to Community Building”; panelist, “What Will You Do Differently Tomorrow?”
- *American Planning Association 2011 National Conference (Boston, MA)* – panelist, “Empowering Youth through Place-Based Planning”; tour co-leader, “Urban Agriculture and Local Food Systems”
- *Greenbuild 2008 (Boston, MA)* – panelist, “Why Diversity Matters: Sustainability Depends on Inclusion and a Commitment to Design for All”
- *American Institute of Architects 2008 Convention (Boston, MA)* – workshop organizer/moderator, “Engaging Youth to Design the Future”; tour leader, “Taking the T: A Tour of Boston’s Subway”; panelist, “Leadership Through Pro Bono Community Service: Architects in Service to Society”

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### Selected Publications

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- “Can We Have Communities without Gentrification? Perspectives from the Ecovillagers Alliance,” *Communities Magazine*, Issue 178, Spring 2018 (with Eve Bratman, Taylor Mercedes, Josh Jancourtz, and Joel Rothschild)
- “Community Land Cooperatives Should Oversee Neighborhood Economic Development,” *Shelterforce*, Issue 190, Spring 2018
- “Silver Medal Winner – Gary Comer Youth Center & College Prep” and “Silver Medal Winner – Santa Fe Railyard Redevelopment,” *Partnering Strategies for the Urban Edge: 2011 Rudy Bruner Award for Urban Excellence*, Cambridge, MA: Bruner Foundation, 2011
- *Lechmere Square Public Market: Preliminary Feasibility Study*, City of Cambridge Community Development Department, August 2010

Haffner

## JULIAN A. HAFFNER

April 8, 2019

Via E-mail ([council@montgomerycountymd.gov](mailto:council@montgomerycountymd.gov))  
Council President Nancy Navarro  
Stella B. Werner Council Office Building  
100 Maryland Avenue,  
Rockville, Maryland 20850

Re: **Montgomery County Planning Board Vacancy**

Dear President Navarro:

I am writing to express my interest in serving as a Montgomery County Planning Board Member and M-NCP&P Commissioner. I believe I possess a broad and unique blend of legal and practical experience that make me the ideal candidate for the position, and I am excited by the opportunity!

As the attached resume indicates, over the last 15+ years I have held a variety of legal positions in fast-paced business environments which, when taken together, have prepared me well to assume a position as a member of the Planning Board. In addition to my extensive experience providing legal and strategic advice to C-suite executives, public officials and governmental entities, I also have established a record of civic and community leadership that makes me the ideal candidate. Whether leading Montgomery County's thousands of registered Black Democrats as President of the Association of Black Democrats of Montgomery County, or working to ensure fairness in the County's small business procurement practices as an appointed member of the County's Minority Owned and Local Small Business Task Force, or even serving as Treasurer of the Montgomery County Democratic Central Committee, I have developed a record of substantial accomplishment in service to my community. I believe that my extensive professional experience coupled with my leadership, organizational and time management skills will allow me to make a significant and immediate contribution to the Planning Board and look forward to bringing these skills and more to bear as a member!

I hope to speak with you soon in more detail about my qualifications and background. In the meantime, should you have any questions or concerns regarding the foregoing or require additional information, please do not hesitate to contact me. I thank you for your time and consideration.

Regards,



Julian Haffner, Esquire

# JULIAN A. HAFFNER

## EXPERIENCED LEGAL COUNSEL

- *Goal-driven legal counsel with a proven record of achievement in fast-paced settings and under tight deadlines*
- *Problem solver equipped with broad subject matter expertise, and the interpersonal skills required to excel in team settings*
- *Adept at providing effective transactional legal and strategic advice to C-suite Executives and Public Officials*
- *Experienced with administrative and legislative processes*
- *Able to effectively lead, manage and collaborate with junior-level team members and support staff*
- *Adaptable, ready and willing to master new technologies and/or concepts that allow for more efficient work*
- *Now in search of a General Counsel role with a focus on transactions and state and local government relations*

## EDUCATION & CREDENTIALS

- ❖ **Bar Admissions:** Maryland Court of Appeals, United States District Court for Maryland
- ❖ **Howard University School of Law, Juris Doctor**
  - Merit Fellow Scholarship Recipient
  - National Moot Court Team, Member
  - Social Justice Law Review, Associate Editor
- ❖ **Swarthmore College, Bachelor of Arts, Political Science**
  - Legislative Intern, House of Representatives, 104<sup>th</sup> US Congress
  - Policy Intern, The Aspen Institute (Energy, the Environment & the Economy)

## PROFESSIONAL EXPERIENCE

MARYLAND GENERAL ASSEMBLY HOUSE OF DELEGATES | **CHIEF OF STAFF**

2019 LEGISLATIVE SESSION

- Supervise legislative staff, draft and implement office policies, and manage office budget
- Maintain a working knowledge of issues and legislation related to Delegate's district, the House Appropriations Committee and Public Safety Subcommittee
- Develop and coordinate strategic communication plan and materials designed to effectively communicate the Delegate's message and legislative agenda
- Draft and disseminate press releases, manage and respond to media inquiries and requests, plan and execute press conferences
- Draft talking points, statements, memoranda and testimony for bill hearings
- Lead constituent outreach and casework services
- Develop and maintain strong relationships with county, state and local government officials, private sector government relations practitioners, and issue advocates
- Manage constituent mail response process

HAFFNER, LLC | **ATTORNEY**

2016 - PRESENT

Founder of boutique business law and consulting firm focused on:

- Identifying and mitigating legal and commercial risk
- Entity selection, formation and registration for startups
- Mergers & acquisitions
- Business planning, structuring and drafting complex commercial transactions
- Designing employee policy manuals and providing employer-side employment law compliance counseling
- MBE/DBE certification and procurement counseling regarding other federal, state and local set-aside programs
- Licensing and protection of intellectual property assets

# JULIAN A. HAFFNER

Continued

➤ **Accomplishments:**

- Formulated defense strategies for various employment-related claims, and successfully mitigated client liability through the effective negotiation and drafting of settlement agreements
- Successfully led a bid protest challenging a defect in a Veterans Administration bid solicitation

LONGMAN & VAN GRACK, LLC | **OF COUNSEL**

2016 - 2018

- Provided general corporate legal advice for for-profit and tax-exempt entities including business planning, complex corporate transactional, intellectual property, employment law, and government contracts matters
- Performed Corporate Governance and Corporate Secretary functions and safeguarded corporate documents
- Assisted businesses in navigating the intricacies of minority and disadvantaged business policies including obtaining MBE/DBE certification, ensuring compliance with various socio-economic policies
- Supported litigation department conducting research both legal and factual, preparing motions and memoranda of law, and assisting with trial preparation

MCMILLAN METRO, PC | **ATTORNEY**

2006-2008 & 2014-2016

- Contributed actively to a full-service firm in handling entity formations including joint ventures and business planning, complex corporate transactions, intellectual property, employment law, mergers & acquisitions and government contracts matters
- Negotiated, drafted and reviewed commercial agreements, including teaming, construction and technology-related licensing agreements, commercial leases, MOUs/LOIs, SaaS Agreements, website terms and conditions of use and privacy policies, and vendor agreements
- Provided counsel regarding transaction structure, handled all aspects of mergers and acquisitions, including due diligence, and document drafting, provided employer-side employment law compliance including wage and hour defense, procurement matters, and intellectual property asset protection

➤ **Accomplishments:**

- Developed a 40-jurisdiction survey of state and local-level employment laws and designed legally-compliant and seamless policies and programs for client's multi-state operations
- Created GDPR-compliant data sharing and protection policy for client with a sizable European operation
- Developed and managed the process by which a client's entire 100+ misclassified workforce was converted from independent contractor status to employees

RICHA HAFFNER LAW GROUP, PC | **FOUNDER/SHAREHOLDER**

2008-2014

- Co-founded a boutique business and entertainment law firm offering mission-driven legal counsel to professional athletes, artists, microenterprises, nonprofits, emerging companies, healthcare providers, entrepreneurs and high-net-worth individuals
- Counseled clients on legal and commercial risk mitigation, entity formation, business planning and complex commercial transaction structuring, and protection of intellectual property assets
- Provided legal counsel on a range of regulatory matters, and represented clients before numerous state and local administrative boards and agencies
- Acted as Chief Legal Officer supervising the work and managing the budget of outside litigation counsel

➤ **Accomplishments:**

- Advised clients ensuring compliance with local liquor licensing laws; and Identified risks, presented options, and implemented solutions in the liquor licensing process
- Devised and implemented a distressed debt acquisition and finance strategy that allowed client to turn what would have been a failed investment into a profitable enterprise

# JULIAN A. HAFFNER

Continued

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## LAW OFFICES OF LUIS LEON | SENIOR ASSOCIATE

2006

- Played an integral role in a general practice centered on civil litigation, criminal defense, family law and personal injury matters
- Represented clients in federal and Maryland state courts in commercial litigation, criminal defense, family law, and personal injury cases

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## LAW OFFICES OF MARIA MENA | ASSOCIATE

2003-2006

- Became a trusted and integral member of a general practice that handling matters of civil litigation, criminal defense, family law and personal injury
- Excelled in a small general practice setting to litigate cases involving consumer bankruptcy and family law
- Conducted bench and jury trials including criminal jury trials; also argued appellate matters
- Established firm standard operating procedures refining the client intake process and allowing for an increase in the firm's volume, and resulting in increased revenue and profit
- Incurred zero losses in handling the firm's appellate work

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## FEDERAL COMMUNICATIONS COMMISSION | LAW CLERK

2001

- Working in the Mass Media Bureau, led important research and assisted in drafting and modifying the FCC's media cross-ownership regulations
- Reviewed and summarized comments on proposed rulemakings
- Prepared FCC order drafts and opinions for publication

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## DUANE MORRIS, PC | LAW CLERK

2001

- Conducted detailed legal and general research and drafted legal memoranda for the Political Law, International Trade, and Energy Law practice groups

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## SIDLEY AUSTIN | LEGAL ASSISTANT

1998-1999

- Provided legal research and support for partners and senior attorneys in the Environmental Law Practice Group
- Devised filing system for several matters allowing for the efficient retrieval of information

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## COMMUNITY LEADERSHIP & INVOLVEMENT

- ❖ Association of Black Democrats of Montgomery County, **President**, 2018-Present
- ❖ Montgomery County Executive Marc Elrich Transition Team, **Member**, 2019-Present
- ❖ Democratic Business Council of Maryland, **Board Member**, 2014-Present
- ❖ Maryland Black Chamber of Commerce, **Legislative Director**, 2018- Present
- ❖ Maryland State Democratic Central Committee, District 17, **Elected Member, Treasurer** 2014-2018
- ❖ Montgomery County Minority Owned & Local Small Business Task Force, **Appointed Member**, 2015
- ❖ Montgomery County Commission on Juvenile Justice, **Commissioner**, 2014-2015
- ❖ NAACP of Montgomery County Division, Economic Development Committee, **Chairman**, 2014-2016
- ❖ City Gate, Inc., **Board Member**, 2015-2017
- ❖ Maryland State Bar Association Entertainment and Sports Law Section, **Chairman**, 2006-2008
- ❖ American Bar Association, **Member**, 2002-Present
- ❖ Bar Association of Montgomery County, **Member**, 2014-Present
- ❖ Phi Beta Sigma Fraternity, Inc., **Member**, 1995-Present
- ❖ Maryland General Assembly, House of Delegates, Legislative District 17, **Former Candidate**

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## HONORS & AWARDS

- ❖ **VIP List – Successful By 40**, The Maryland Daily Record, 2016
- ❖ **Leadership Development Academy Fellow**, Bar Association of Montgomery County, 2015-2016
- ❖ **“Rising Star” Business and Entertainment Law**, Maryland Super Lawyers Magazine, 2012 -2016
- ❖ **“The Advisors You Should Know” Award Finalist**, SmartCEO Magazine's CPA & ESQ Awards, 2015



March 1<sup>st</sup> 2019

Hon. Nancy Navarro, Council President  
Stella B. Werner Council Office Building  
100 Maryland Avenue  
Rockville MD 20850  
county.council@montgomerycountymd.gov

Re: Application for the Montgomery County Planning Board

President Navarro and Council Members:

Jane Jacobs said "the presence of great numbers of people, gathered together in cities should be enjoyed as an asset and their presence celebrated... Neighborhoods and suburbs which have prospered share the attributes of walkability, vibrant street life, density and diversity."

My work with many diverse groups and my decades of legal, business and political experience, have made me unusually sensitive to the problems of Community planning and public outreach and the need to arrive at mutually beneficial solutions. I know that Government alone does not create great places to live and grow older – private sector businesses, retailers, developers, academic institutions, health care organizations, social services providers, architects, religious and civic institutions all must work together to make our County more age-friendly. But government can certainly help by changing zoning and housing regulations, encouraging "mixed" commercial and residential use, making safer pedestrian cross walks, bikeways, better lighting, creating more public spaces, providing reliable and accessible public transportation, promoting "universal design" concepts and meeting growing housing needs with more affordable housing.

The perspective I offer the Planning Board is unique and inclusive.

- On the Taxicab Services Commission I currently represent our low income, handicapped and senior citizens. I am closely involved with DC and County Public Transportation issues through GROWS, JCA, and other affiliations.
- I have overseen proposed legislation and public policy for six years on the Commission on Aging and now Chair the Commission on Aging Alumni Group.
- As Mid-Atlantic Director of the National Aging In Place Council (NAIPC 2007-8) I vigorously promoted Aging In Place and worked closely with the founders of Beacon Hill Village to bring Villages to Montgomery County, where they now proliferate. I promoted Villages through County seminars, produced Montgomery's Got Talent and organized the printing of The Village Blueprint (the primer for organizing).
- Most significantly, I created and chaired the COA summer study which led to the County enrollment in the international WHO/AARP Age Friendly Communities Program. This program with grass roots input, informs, organizes, and coordinates public and private planning activities. The study and advocacy efforts transformed and energized the County Age Friendly Advisory Group with the guidance of a Senior Fellow.
- I am Secretary and Director of the Friends of the Human Rights Commission (a 501(C) 3 fundraising group), and am an Ambassador in the American Muslim Senior Society (AMSS).

Charles Kauffman

- I serve on the Economic Development, Real Estate and Senior Marketing committees of the Greater Bethesda Chamber of Commerce and am a Director/Board Member of Visit Montgomery (MC CVB).
- I am a registered Democrat.

There are no simple solutions to the needs of society and we must use our money wisely and well to help government afford more health, recreational and social amenities for our citizens. To attract business development and assure Montgomery County's future prosperity, we need reliable public transportation, educational strength, and affordable housing that preserves the ambience of existing neighborhoods.

The Planning Board can be the catalyst for delivery and I hope to have the opportunity of serving.

Respectfully submitted,

*Charles Kauffman*

CHARLES KAUFFMAN

**SUMMARIZED BIOGRAPHICAL INFORMATION January 2019**

**Current:**

- **Chair- Commission on Aging Alumni Group**
- **Commissioner- Montgomery County Taxicab Services Commission.**
- **Secretary/ Board Member – Friends of the Montgomery County Human Rights Comm.**
- **Board Member – Visit Montgomery (MC CVB)**
- **Ambassador – American Muslim Senior Society ASSM**
- **VamooseBus- Community Relations Director.**
- **DC Trails-Of -Counsel; specialty- motor vehicle infractions.**
- **Award 2014- Lifetime Member Montgomery County Human Rights Hall of Fame,**
- **Award- GROWS Debra Levy- Humanitarian of the Year-2017**
- **Age Friendly Montgomery Advisory Group –Transportation and Communications Groups; JCA Transportation Advisory Group; Montgomery County –“Getting Around The County” – Advisory Group;**
- **Greater Bethesda Chevy Chase Chamber of Commerce-Senior Marketing, Real Property Economic Development Committees; Arlington VA – Chamber of Commerce.**
- **Montgomery County Vital Living Network;**
- **DestinationDC-Washington DC Visitors Bureau;**

**Prior County Service:**

**Commissioner- Commission on Aging – 2011-2017;**  
**Nominating Committees- COA, Human Rights Hall of Fame, Neil Potter Awards.**

**Prior National Service: *Mid-Atlantic Director National Aging In Place Council (NAIPC) -2007-8. Veteran US Army-Adjutant General’s Office.***

**NYC Service: *Served on Community Planning Board #8 – Manhattan-Upper East Side. NYC Auxiliary Mounted Police -Central Park.***

**Education: JD- NYU Law School; BA- University of Michigan; Member NY Bar (Emeritus)**

**Political Affiliation: Democrat**

**Professional Business and Civic Experience:**

**Business and Public background in Real Property management, Transportation, Investments, Insurance, Event Production, personal management, retail ownership, direct marketing, telemarketing, advertising, communications.;NYC Planning Board #8 (Manhattan); Represented Landlords, Tenants in a wide range of legal matters including eminent domain valuation (certiorari), East Side Democrat Tenant’s group attorney. Prior business management – owner retail, mail order, internet business; Reverse Mortgage consultant; collections tax consultant. Managed conversions of Commercial Lofts to Residential use; Wells Fargo –Reverse Mortgage Consultant-Attorney; Of Counsel- The Negotiating Institute.**

April 16<sup>th</sup> 2019

Hon. Nancy Havarro  
Members of the County Council  
100 Maryland Avenue  
Rockville MD 20850

**SUPPLEMENTAL CAREER INFORMATION**

This supplement is intended to inform the County Council of my substantial and relevant experience in business, law, real property development, management and financing and my perspective on the future.

**76-80 JEFFERSON STREET CONVERSIONS.** While attending NYU law school I managed several buildings including a block front on Jefferson Street in the Two Bridges area of Manhattan. Two 5 story buildings with a ground floor warehouse, loading dock, a factory, a street level restaurant and bar, and 30 loft spaces. Initially, the commercial lofts were unrentable but I saw the opportunity to create lofts for Artists in Residence by installing residential infrastructure. I managed the installation, construction and conversion process and later advocated for the passage of "Artist in Residence laws" which eventually were enacted. Lesson learned flexibility is invaluable.

The Jefferson Street properties were included in NYC's "TWO BRIDGES PLAN". A long delayed area plan for public housing. They were designated for redevelopment for 12 years many were buildings were vacant and unsaleable. I managed the eminent domain process including appraisals and achieved maximum awards. It was a graphic example of the downside of long delays caused by the Planning process which left property owners in limbo during the redevelopment process. Lesson learned - Uncertainty has a negative impact on the financial viability of property.

**EMINENT DOMAIN - CONDEMNATION AWARDS.** I was employed at a leading law firm specializing in eminent domain proceedings for properties affected by the demolition of the Third Avenue elevated subway line including extensive Bloomingdale holdings. I participated in certiorari appeals, including overseeing appraisals and related valuation issues. Other clients included owners of showroom, office, factory buildings in the Fashion District of New York City. I participated in sales, leasing, mortgaging, violations resolution and other property related matters representing tenants and landlords.

**REAL ESTATE BROKERAGE.** Returning from military service and recently married, I resumed management of the Jefferson Street properties. I obtained a real estate brokerage license and purchased and managed real property on the lower east side of NY. I also specialized in conversions, sales and rental of lofts for use as residence and studios. I hired and trained managers to convert commercial properties.

I was employed by law firms specializing in what was then called "Copyright and Show Business law" and in three years opened my office at 80 Pine Street, in NYC. My law practice was a "general" practice matters and included representing landlords, tenants, condemnations, violations, I was tangentially involved in matters involving acquisitions by the Zeckendorf interests in Freedomland, Co-op City, Kips Bay acquisition of property and conversions. I also managed a lucrative trucking facility on West 36<sup>th</sup> Street for my wife's family and a valuable pier and warehouse on the East River.

**POLITICAL ACTIVITIES. NYC PLANNING BOARD.** I was engaged in Reform Democratic Politics and was appointed to NYC PLANNING BOARD #8 which was in the first group of Planning Boards. We advised on many matters impacting a

a rapidly changing neighborhood including commercialization, demolition, and preservation of landmarks, parks and public amenities.

For two years I served as pro-bono counsel to the UPPER EAST SIDE DEMOCRATS representing tenants and small home owners who faced a surge of pressure from large residential developers. I became deeply involved in neighborhood preservation, landmarks and development of new housing.

**FAMILY BUSINESS.** I was brought in to resolve my family business disputes (H. KAUFFMAN & SONS SADDLERY CO., "everything for the horse and rider") and eventually assumed full ownership, management and financing of this century old family-owned retail and direct marketing business and its real property. During this period I created an advertising and public relations agency, INSPIRED ADVERTISING to enhance their direct marketing business. I eventually sold the bricks and mortar business converting and managing its internet business and licensing business. Along the way I co-authored a book "The Polo Primer".

**LAW PRACTICE.** I balanced law and business activities using several partnerships and represented clients in many businesses, trade groups and individuals including sellers, buyers, managers, owners, landlords, tenants, borrowers, lenders, debtors and creditors, trucking companies, waste paper collectors, collection agent associations, investment associations, publishers, composers and performers, recording companies and record pressing companies.

**PRO-BONO.** My pro-bono work included assisting the general counsel of CORE (Congress of Racial Equality) among others. I served as General Counsel to the Negotiating Institute where I focused on Conflict Resolution. Gerald Nierenberg conducted worldwide seminars based on his best-seller "Art of Negotiating".

**MORTGAGE FINANCING.** I have worked as a legal consultant for Wells-Fargo on home financing including Reverse Mortgages.

**NATIONAL AGING IN PLACE COUNCIL.** In 2007-8 I served as Mid-Atlantic Director of the National Aging in Place Council pioneering formation of Villages in the Capital area.

**INTERCITY BUS TRANSPORTATION.** I have been community relations representative for Vamoose Bus and representing them on Chambers of Commerce, Visitors Bureaus, Transit and Senior organizations in the Capital Area and I address traffic related matters for DC Trails.

*As Montgomery County grows its economy must grow. We need thousands of units of affordable housing, a well-educated workforce and fluid and reliable transportation to attract businesses.*

*To achieve this we must assure a fair financial return and minimize risk for investors, business, developers and offer stability for residential and commercial users.*

*Closer coordination between the Planning Board and the Age Friendly Advisory Group will help address the human needs of all our residents.*

*Transportation needs focus. Fluid transit arteries can expedite delivery of services to the communities and reach out and develop the outer perimeters of Montgomery County. We need travel corridors and reliable public transportation.*

*We must tangibly encourage developers to build the thousands of needed housing units. This may involve creating new neighborhoods perhaps even new cities and towns while preserving existing neighborhood integrity.*

*Affordability and profitably can be achieved.*

Respectfully submitted,

CHARLES KAUFFMAN

William Kirwan, AIA, LEED® AP

## Architect and Planner

Montgomery County Council  
100 Maryland Avenue, 6th Floor  
Rockville, MD 20850

April 23, 2019

Dear Council President Navarro and members of the County Council:

I am pleased to submit my application for your consideration for appointment to the Montgomery County Planning Board. I am a lifelong Montgomery County resident, a product of its public schools, and parent of three children who have benefited from the excellent education of the county's school system. As an architect practicing in the county for 31 years, and working for the same community-based firm since my graduation, I have attentively observed the improvements to some of our communities in recent decades, but I also recognize the complex issues that arise as we seek to ensure that all our residents have the opportunity to benefit from growth. I believe my qualifications and experiences make me an excellent candidate for this important position.

Growing up in Silver Spring, I attended Oakview Elementary School, Eastern Junior High School, and Blair High School. At that time during the 1960s, 70s and early 80s, Silver Spring was already becoming a diverse, multi-cultural community with a mix of white and African-American residents and a growing community of Asian and Latino immigrants. But to me, these students from different backgrounds were nothing more than simply friends and classmates. In 1981, during my senior year, Stevie Wonder visited Washington, DC to lobby in support of making Martin Luther King, Jr.'s birthday a national holiday and while he was here, he came to Blair High School to address the students and perform a concert. He told us at that time that he had chosen to visit Blair because we - the students of what was recognized at the time as one of the most diverse high schools in the nation - were living the dream that Dr. King envisioned. Standing in that audience that day and experiencing that once-in-a-lifetime-moment opened my eyes to an acute awareness and appreciation of how fortunate I had been to grow up in this diverse community, and how special Silver Spring had become by 1981. Until that moment I had taken the diversity around me for granted - it simply was the world I lived in. Today I see more clearly how growing up at that time in Silver Spring foreshadowed what Montgomery County has become today, and this experience has inspired me in my work and in my service to this community.

I believe that my educational, work, and service experiences have prepared me to be a knowledgeable and effective Planning Board member. In all aspects of my life I am patient, thoughtful, principled, collegial, and consensus-driven in my approach to problem-solving. As an architect, the most important role I play for my clients, whether they are individual homeowners, businesses, or government agencies, is to guide them as they visualize and articulate their project needs. As we work through the process together, I give careful consideration to the benefits and compromises implicated in each decision along the way and communicate these tradeoffs to them in order to determine together how to proceed. In this, I see parallels to the role the Planning Board plays in working with residents, businesses, and elected officials as we plan for the county's future.

During my career, I have led the project teams for three completed elementary schools and three feasibility studies for school modernization projects for Montgomery County Public Schools (MCPS). Each project required accommodating a significantly enlarged and renovated school or an entirely new school into an existing community. As project lead, I held numerous public meetings during which residents expressed concerns over traffic, parking, and construction issues as well as the visual and environmental impacts of such large buildings upon their neighborhoods and homes. As a result of these meetings, we collaborated with the affected neighborhoods and, working together, achieved consensus on solutions that addressed

William Kirwan, AIA, LEED® AP

## Architect and Planner

the issues they raised. MCPS has praised our success in managing this community process while delivering new or expanded schools, which exceeded the best hoped expectations of the community and MCPS in every instance. Through these projects, I understand parents' concerns about school overcrowding and the practical steps we can take to solve this ongoing challenge.

As a former Historic Preservation Commissioner (HPC) for 10 years, and as Chair for the past five, I have worked effectively with the rest of the commission to make important decisions that affect both individual property owners and their surrounding communities. This process requires an understanding of the county's historic preservation ordinance and the applicable local historic district preservation guidelines, as well as the ability to exercise good judgment and sensitivity. As a Planning Board member, I would also work collaboratively with my fellow board members and view all issues before us as they relate to our county's long-term planning and economic development goals. Overall, my deliberative approach is empathetic, open to opposing views, and flexible enough to consider alternative approaches to solving a problem.

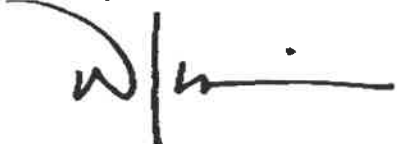
I believe in building strong and economically resilient communities and improving opportunities for all our residents from every background, culture, and walk of life. Rather than shrink from change, we need to prepare for it. This means making sure we have enough affordable housing for residents of all incomes and transportation choices that connect them to jobs and educational opportunities. We must also continue investing in the amenities that enhance our daily lives, including our award-winning parks system.

As we consider our future and make difficult decisions, I believe we must respect our county's diversity and ensure none of our residents are left behind and everyone in our various communities is afforded the opportunity to participate in planning for our shared future. Public outreach to engage all citizens, particularly as the county updates its General Plan, is one of my priorities.

I am also motivated to pursue this public service by one of my personal heroes, my father Brit Kirwan. At age 81, in retirement from a career in higher education, he currently chairs the Governor's Commission on Innovation and Excellence in Education, otherwise known as the Kirwan Commission. Its sweeping recommendations for the reform of Pre-K through 12th grade education throughout the State of Maryland just won overwhelming support in the Maryland General Assembly this month. His relentless pursuit of improvements to education at the state and national level is an inspiration to me in always pursuing how I can use my expertise to help improve the living, working and recreational environments of this great county in the years to come.

Thank you for your consideration. I am grateful to have lived and worked in such a caring and diverse community for so many years, and would be honored to continue serving Montgomery County as a Planning Board member.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Kirwan', with a vertical line separating the first and last names.

William Kirwan, AIA, LEED® AP

# William Kirwan, AIA, LEED® AP

## Architect and Planner

### Overview

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**William Kirwan, AIA, LEED® AP**, Principal, Muse Architects, PC received a Bachelor of Science in Architecture and a Master of Architecture from the University of Maryland with High Honors. After being a student in Stephen Muse's studio in graduate school and having been exposed to his thoughtful context based approach to architecture and urbanism, William joined Muse Architects upon graduation in 1987. In the ensuing years he served as Project Architect and Project Manager for many of the firm's award winning residential and institutional commissions. Following 15 years of employment from Intern to Senior Associate, he was elevated to Principal of the firm in 2003. William has been an adjunct faculty member of the School of Architecture, Planning, and Preservation of the University of Maryland, and has been a member of the Washington Chapter/AIA Board of Directors as Director for Design Issues. In 2007, he became an accredited professional with the U.S. Green Building Council's Leadership in Energy and Environmental Design program. In 2009, William was appointed to the Montgomery County Maryland Historic Preservation Commission and served as its Chair from 2014 until stepping down from the Commission in 2019, following 10 years of service.

### Professional Experience

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**Architectural Intern, Project Architect,  
Associate, and Principal, Muse Architects, PC**

**January 1988 to Present**

Has served as a Project Architect, Project Manager, Associate, Senior Associate and Principal for an award-winning firm spanning a 31-year career. Experience ranges from residential renovations and additions, new single-family residences, schools and commercial buildings, to campus and town planning. Owner and manager of a twelve-person firm based in downtown Bethesda.

- Received Over 60 Design Awards: Projects that William Kirwan served as Project Architect, Project Manager or Principal-in-Charge have won 62 design awards from organizations such as the National Chapter of the American Institute of Architects and publications such as Southern Home Magazine.
- Published in over 20 books and periodicals: Projects that William Kirwan served as Project Architect, Project Manager or Principal-in-Charge have been published in 29 books and periodicals, such as Architectural Digest, Metropolis, and the Washington Post.
- Served as Project Manager and Principal-in-Charge for two new elementary schools for Somerset Elementary School and Beverly Farms Elementary School, one classroom and gymnasium addition for Westbrook Elementary School, and modernization feasibility studies for Chevy Chase Elementary School, Burning Tree Elementary School, and Cold Spring, Elementary School for Montgomery County Public Schools.
- Provided gratis design and project management services as Principal-in-Charge for the renovation of the former Carver Theater in Anacostia D.C. to become the Headquarters



# William Kirwan, AIA, LEED® AP

## Architect and Planner

for the Good Samaritan Foundation, a non-profit inner-city after-school mentoring program founded by former Washington Redskins Charles Mann and Art Monk.

- Holds Certification as a LEED Accredited Professional from the United States Green Building Council.

## Volunteer and Community Service

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### Montgomery County Historic Preservation Commission Commissioner and Chair

2009 to 2019

Served on the Montgomery County Historic Preservation Commission for ten years. Duties included the review of Historic Area Work Permits, advising the Montgomery County Planning Board on historic designation applications and master plan impacts upon historic resources, and providing testimony in public hearings before the County Council and Planning Board. Served as Chair of the Commission for 5 years.

### Montgomery County BRT Task Force

2016

Served on the County Executive's task force directed to explore the issues of implementing a bus rapid transit plan for several major transportation arteries in Montgomery County.

### AIA, Washington Chapter, Board of Directors Design Committee, Director for Design Issues

1994 to 2004

Organized design oriented activities, discussion, and exhibits for the AIA|DC Chapter membership. Reported to the Board on committee activities and long-range program plans. Curated and designed exhibit plans for 3 exhibits showcased at the National Building Museum.

## Education

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### University of Maryland, Master of Architecture *Faculty Design Award Recipient*

1985-1987

### University of Maryland, Bachelor of Science in Architecture

1981-1985

### Montgomery Blair High School, Silver Spring, MD

1978-1981

### Eastern Junior High School, Silver Spring, MD

1975-1978

### Oak View Elementary School, Silver Spring, MD

1968-1975

April 24, 2019

The Honorable Nancy Navarro  
President, Montgomery County Council  
100 Maryland Avenue  
Rockville, Maryland 20850

Dear Council Member Navarro:

I would like to submit my name in consideration for the Montgomery County Planning Board vacancy created by the expiration of Norman Dreyfuss' second term. I know the County Council now has the important job of considering applicants to fill that significant slot. I believe I am a candidate of substance for this position, due to my strong background in planning, advocacy and transportation. I have called Montgomery County my home for more than 43 years and know it well, from many different views. I have had a great deal of interaction over the years with both the Planning Board and the County Council and understand the synergistic relationship between the two and their important imprint on the County. As the County gently sheds its suburban moniker and urbanizes, the challenges facing us have propelled me to apply for the Planning Board position.

I have a long record of public service, having spent more than 30 years in the public sector. As Planning Director for the City of Gaithersburg, followed by a significant stint as Montgomery County's first Clarksburg Ombudsman, I relished the role of public servant. Serving on the Planning Board would continue this tradition of listening to the people and giving back, all of which are characteristic of our County's planning process. Both professional experiences gave me a deep appreciation for, and broad experience with the burgeoning Upcounty, an area that needs more attention than it has received in the past, particularly with respect to infrastructure. I have also followed closely the emergence of White Oak's new future by monitoring its' Master Plan review and approval process during my most recent position in the private sector. I believe my knowledge and familiarity with the Upcounty area, in particular Clarksburg, would be an asset on the Planning Board. I also live in an area of the County, White Flint/North Bethesda- where much positive change is underway and anticipated. It would be valuable to have a resident of that area as a witness on the Planning Board as the Pike District transforms. The changes underway to enhance my walkability and access to services are exciting and can't happen soon enough for me.

During my long tenure in Gaithersburg I worked alongside Andres Duany and the City Council and Planning Commission to take the County's MXD zone and transform it into the City's MXP zone, turning 352 acres of farmland into the motherlode of neo-traditionalism-Kentlands. That was followed by similar efforts at Lakelands, and subsequently Washingtonian, all of which put Gaithersburg on the map as an early example of New Urbanism and the charrette process. It was a challenging political process, totally uncharted. However, my staff and I, the developer, and the strong political will of our Mayor and City Council at the time, created one of the most successful New Urbanist projects in the country, that undoubtedly has withstood the test of time. I view it as my legacy. I bring these skills to the table.

My experience as Clarksburg Ombudsman tested my negotiating and mediation skills as I brought the conversation together between the disappointed community, developers and the government. While not all

problems were solved, I felt I was quite effective as a conduit for disseminating information, educating the citizens and listening to all. This skillset has been a strength of mine throughout my career as I managed a planning staff in Gaithersburg and served on a design team later in my career in the private sector at Rodgers Consulting. During my tenure in Gaithersburg I was charged with an ambitious “streamlining” task. I was asked to combine the existing Permits Department and the Planning Department and take on its leadership to offer the public a seamless development process. This required an enormous effort on my part, resistance from many because I was a woman and concern because the goal was to flatten the hierarchy and create a team where everyone would work together to produce the best product for the City of Gaithersburg. It was a difficult transition, but we were quite successful in creating a development review process for that 10+ square mile city that was second to none. I take some credit for that reputation that Gaithersburg continues to enjoy today.

More recently, I have held leadership positions as President of Montgomery Women, a group that seeks to encourage women into leadership positions by taking a chance and launching themselves. As VP of Economic Development for the Greater Bethesda Chamber I testified before the County Council on many issues focused on encouraging economic development in the County, as well as participated heavily in discussions regarding school capacity and transportation adequacy. I recognize the value of economic development in order to keep our community competitive and unlike some planners, have learned from the private side how the development process really works, particularly with respect to the costs that are levied before the shovel hits the dirt. I also was a member of the now famous “ZAP”, the Zoning Advisory Panel, which had the unenviable job of re-creating the County’s old Zoning Ordinance and turning it into a more workable document. Being acutely aware of the costs associated with the loss of time during the review process, during the ZAP study, I proposed a calendar limitation of 90-120 days for reviews, an addition to the process that characterizes it today. Accordingly, my knowledge of the Zoning Ordinance is part of the package that comes with me.

The recent election brought to light concerns about the need to grow the county and its business community in order to support the pressing needs of our population. Over the last several years the Planning Board has made great strides in that direction by updating many major master plans, but the task is not done. I think the Board, under the tutelage of the County Council, must continue this effort, particularly with respect to our aging corridors, but also maintain focus on the implementation of the adopted Master Plans. The Council and the Planning Board must work together to create the economic climate that will facilitate the market to proceed. A good master plan can’t do the job alone, but together we could.

The current Planning Board, which is composed of strong figures, has a host of divergent opinions which generate much discussion as they engage. I believe my people skills could help facilitate bringing the Board together for the conversation we need to have about our County’s future. I have spent a significant time at the Planning Board and appreciate the importance of their staff in helping the decision-making process. I think my familiarity with the staff and the process will be valuable in that regard. I hope you will seriously consider my application during the next steps to fill the Planning Board vacancy. I would certainly ask that I be included in the interview process which follows.

Thank you for your consideration.

Jennifer Russel

# JENNIFER RUSSEL

## PROFESSIONAL EXPERIENCE

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### **Principal**

April 2007 – December 2018

Rodgers Consulting, Inc.

Planner on team of design professionals in the Planning Studio arm of land planning and civil engineering consulting firm. The team is well-known for its expertise in acquiring entitlements for New Urbanist, infill development and mixed-use development projects in Montgomery and Frederick Counties. Primary responsibility on the team and for all clients included close monitoring of the regulatory environment and knowledge-based issues at the county and municipal levels, with particular focus on adequacy of school capacity in relation to County's Subdivision Staging Policy (SSP). Served as a primary resource on legislation via leadership positions on local Chambers of Commerce and Building Industry.

### **Clarksburg Ombudsman**

March 2006 – March 2007

Montgomery County, MD

Appointed by County Executive Doug Duncan in response to a "crisis in confidence" related to the planning process in the emerging corridor city of Clarksburg. Tasked to act as a seamless link between County government, citizens of Clarksburg and Park and Planning to provide information and assistance in the planning and approval process for a transit-oriented new town, in an effort to restore credibility to the development review process. Tasks include facilitating delivery of services to Clarksburg, problem solving and developing recommendations for planning and design solutions to create the vision for the community as originally proposed. Involved with citizens, government, business leaders and the development community to produce a neo-traditional community.

### **Director of Planning and Code Administration**

1994 - 2003

City of Gaithersburg, MD

Supervised and managed multidisciplinary department of 40+ employees involved in planning, development and neighborhood services activities for the third largest municipality on Maryland under the aegis of autonomous planning and zoning powers. Actively involved in development review, Master Plan development, Implementation of Smart Growth policies, New Urbanism and quality managed customer service. Instrumental in implementation of the Kentlands neotraditional community. Merged Planning and Code Enforcement departments into a "one-stop" shop for development review in the City and assumed directorship of the combined department.

**Planning Director** 1978 – 1994  
City of Gaithersburg, MD

Supervised planning agency of rapidly growing municipality in the suburbs of Washington, DC. Involved in site plan review master plan production, zoning interpretation, acting as staff to Planning Commission, Historic District Commission and Board of Appeals. Developed and implemented quality-oriented management framework with active teams.

**Planner** 1977 – 1978  
City of Gaithersburg, MD

Served as staff planner under direct supervision of Planning Director. Reviewed and presented site plans, rezoning applications and annexations. Administered record plat process and staffed City Board of Appeals.

**Housing Planner** 1976 – 1977  
Anne Arundel County, MD

Performed one-year contract with selected team to prepare a Housing Plan for Anne Arundel County under the direction of the County Department of Planning and Zoning.

**Planner** 1973 – 1976  
Harford County, MD

Staff planner funded by "701" Comprehensive Planning Grant. Completed Community Facilities element of the Master Plan; developed Historic Preservation Ordinance for adoption and assisted in the establishment of the Housing Agency.

## EDUCATION

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Catholic University of America, Washington, DC  
M.C.R.P. (Masters in City and Regional Planning)

George Washington University, Washington, DC  
Bachelor of Arts International Affairs

## PROFESSIONAL CERTIFICATIONS/ACCREDITATIONS & ORGANIZATIONS

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Qualified as Expert Witness before the Montgomery County Hearing Examiner  
CNU Accreditation 2010  
APA – American Planning Association  
Lambda Alpha – Honorary International Land Use Society

**COMMUNITY CIVIC INVOLVEMENT**

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Montgomery County Planning Board Zoning Advisory Panel, Member - 2009

Former Board Member, Greater Bethesda Chamber of Commerce/

VP Economic Development and Government Affairs; Executive Committee - 2015-2018

Board of Directors, CCT Coalition: from inception

Montgomery Women, Board - 2012-Present; currently Special Events Co-chair; former President

Chair, Suburban Maryland Transportation Alliance (SMTA) 2015-present

Chair, Clarksburg Infrastructure Working Group - 2010

Former Board Member, BlackRock Center for the Arts - 2009-2015

Co-Chair BlackRock Center for the Arts 2019 Gala

**PARTY AFFILIATION**

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Democrat

April 1, 2019

Montgomery County Council  
100 Maryland Avenue, 6th Floor  
Rockville, MD 20850

Dear Councilmembers:

In response to the council's announcement dated February 25, 2019, I am honored to have the opportunity to apply for the open position on the Planning Board. A true believer in robust civic engagement, I am a passionate advocate for improving countywide issues of pedestrian safety, affordable housing, and reliable access to good public transportation – particularly to those populations that have often been underserved.

As a lifelong Montgomery County resident, I am also committed to ensuring our county continues to invest in smart, green, and equitable policies that not only grow our economy, but also create a “sense of place” for all of our vibrant neighborhoods. Most importantly, as the son of immigrants and a member of the LGBTQIA community, I hope to be a voice for our county's more diverse populations and to advocate particularly for inclusive policies that serve our most vulnerable populations.

When my parents came to this country in the 1960s, my father was the first from his small village in India to go to college, and my mother spoke almost no English. After my father completed his PhD, they moved first to Prince Georges County. My father was professor at Howard University, and my mother took three different buses into the city in order to take free community English classes. After my siblings and I were born, we moved to Montgomery County, where we were one of many immigrant families who contributed to the diversity and vitality of the community. My parents believed very strongly that living the American Dream also meant giving back to the community. So while my father joined the U.S. Army to research infectious diseases, my mother took on the role of “community ambassador” for each new immigrant family that moved to our neighborhood. Through the countless welcome lunches she would host, I watched with wonder as she patiently helped our new friends navigate everything from county bus schedules to school enrollment forms. On more than one occasion, she may also have organized a field trip to the local supermarket in order to demonstrate the persuasive art of using an expired coupon! Throughout those early years – while there were plenty of moments where others saw only their dark skin and heard only their accent – my parents always reminded my brother, sister and me how lucky we were to be in America and how important it was to serve and help others.

In my adult life, I have strived to lead a life of service and integrity which not only honors my parents, but also our immigrant experience. I recently completed 15 years of service in the federal government as legal counsel at the U.S. Department of State and U.S. Department of Homeland Security, both agencies in which I have diligently ensured the fair application and due process of our country's immigration laws. My husband, a veteran of the U.S. Army, served multiple combat tours to Iraq as an infantry officer before serving as a diplomat and now as program manager for the U.S. State Department's peace operations capacity building efforts in Africa. We are raising our two sons (and a daughter who will arrive soon!) to be compassionate and thoughtful members of the global community.

Upon moving to Forest Glen in 2013, I discovered we were missing a forum where neighbors could routinely discuss important decisions that both the county and state were proposing for our community – particularly issues of housing, zoning, pedestrian safety, transportation, and broader community development. My response was to create the blog “Finding Forest Glen,” an online platform that quickly became a place for readers and residents to discuss issues in a more transparent, holistic, and equitable way. In 2015, I organized a community outreach “charrette,” where over 60 Forest Glen residents came together to discuss our redevelopment, pedestrian safety, and transportation priorities. Shortly after that meeting, in collaboration

with other community stakeholders, I memorialized these priorities by publishing the "Forest Glen Redevelopment Report: A Community's Voice." This report, an important public resource, is now available on the Planning Department's website.

Since 2015, through numerous civic engagements, I have tried to ensure that our "community voice" grows not only stronger and more inclusive, but also reaches planners and decision makers in our state and county government. To this end, I am a founding member of Friends of Forest Glen and Montgomery Hills, an advocacy group committed to equitably addressing transportation, environment, and development issues for both these communities.

In addition to my advocacy, in 2017 I was appointed to the Mid-County Citizens Advisory Board where I was recently elected to the Land-Use Chair position. In my spare time, I also volunteer as a mediator/panel attorney for the Montgomery County Dept. of Housing and Community Affairs - Commission on Common Ownership Communities. In this role, I have successfully mediated several HOA disputes throughout the county. Most recently, I was part of a coalition that successfully advocated for the county to receive over \$20 million for the 2<sup>nd</sup> metro entrance/pedestrian tunnel in Forest Glen. And last summer, my advocacy group also organized a Street Festival where over 700 attended to support local businesses and advocate for pedestrian safety in Montgomery Hills.

If selected to the Planning Board, I will be dedicated to the Board's mission of advancing a sustainable vision for the County while advocating for principles that define our unique communities. I am excited for this opportunity and thank you for your consideration for this position.

Sincerely,



Partap Verma



## PARTAP SINGH VERMA

IMMIGRATION LAW

MEDIATION

URBAN PLANNING

CIVIC ENGAGEMENT

Professional attorney and certified federal mediator with over 15 years of domestic and international experience rendering expert legal, policy, and mediation advice focused on litigation risk, privacy and regulatory compliance, conflict resolution, immigration law, and interagency collaboration. Fast, accurate research, analytical, and oral communication skills coupled with a strong, inclusive management style. A vibrant work and community service history of legal writing, policy review, dispute resolution, organizational advocacy and community engagement. A dedicated public servant, and engaged county resident committed to smart growth, plural perspectives, and pragmatic decision-making. Fluent in Hindi and Urdu.

### PROFESSIONAL EXPERIENCE

#### **Associate Counsel, Immigration Law, U.S. Department of Homeland Security, Washington, DC** **2012-Present**

Serving as an Associate Counsel for the United States Citizenship and Immigration Services (USCIS) - Office of Chief Counsel. Provide legal advice and act as in-house counsel focusing on litigation risks, privacy issues, fraud prevention, and interagency information sharing spelled out in the Immigration and Nationality Act and applicable, supporting statutes.

- Certified as Refugee and Asylum Officer responsible for interviewing, assessing, and ultimately adjudicating refugee and asylum applications brought to the agency from UNHCR (the UN Refugee Agency) and the U.S. Department of State
- Conducted agency-level legal analysis for high-profile immigration inquiries coming from Congressional Member offices, including drafting formal responses to House and Senate Judiciary Committee staffs
- Led the agency's legal support for external stakeholder engagement documents on social media platforms and official USCIS communications
- Led drafting the agency's primary information-sharing agreements with the Department of Labor, Department of Defense and General Services Administration
- Served as Federal Mediator
- Nominated for prestigious Agency Director's Award in 2017 - one of 10 nominees in an agency of 16,000

#### **Attorney-Advisor, U.S. Department of State, Washington, DC** **2006 - 2012**

Served as Attorney-Advisor for the U.S. Department of State - Bureau of Consular Affairs, providing extensive legal and policy advice to senior bureau leadership, geographic bureaus, functional bureaus, and embassy/consulate staff globally. Legal advice included analysis of relevant regulatory and legislative proposals, on-going visa and passport issues, refugee and special immigrant visa (SIV) claims, and overseas American citizen service cases.

- Led the drafting of several high-profile interagency information sharing agreements, including agreements with the Departments of Treasury, Commerce, Justice, Defense, and various members of the intelligence community
- Represented the Department in administrative hearings and litigation proceedings involving the adjudication of visa and passport fraud cases
- Represented the Department in implementing international immigration related treaties, working closely with Embassies and Consulates to ensure compliance
- Awarded Department's prestigious Meritorious Honor Award in 2007

#### **U.S. Diplomat - Consular Officer, U.S. Department of State, Istanbul, Turkey** **2009**

Served six-month overseas diplomatic detail at U.S. Consulate - Istanbul, adjudicating over 2,500 visas specializing in business executives and managers as well as intra-company transferees. Provided policy and legal support to the Consulate team and attended numerous business liaison meetings, conducting public diplomacy outreach to the business and student community in Turkey.

#### **U.S. Diplomat - Consular Officer, U.S. Department of State, Mumbai, India** **2007**

Served six-month overseas diplomatic detail at U.S. Consulate - Mumbai, adjudicating over 4,000 visas in India's Business Executive Program. Provided legal and policy support at the Mumbai Consulate and interviewed over 100 applicants daily in various Indian languages and routinely worked on weekends to help with the visa backlog. Worked with the Indian Business Community to ensure that H1B applicants were properly adjudicated and streamlined through the visa process. Adjudicated treaty trader investor visas, focusing on bringing new investment and trade through the visa process. Presented at public diplomacy events on political, business, educational and government related issues at the Mumbai Consulate.

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## CIVIC EXPERIENCE

### VOLUNTEER WORK

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<b>Founder &amp; Community Blogger</b> , Finding Forest Glen Blog ( <a href="http://findingforestglen.wordpress.com">http://findingforestglen.wordpress.com</a> )	2015 - Present
<b>Member</b> , Forest Glen Citizens Association	2013 - Present
<b>Founder &amp; Executive Board Member</b> , Friends of Forest Glen & Montgomery Hills Advocacy Group ( <a href="http://friendsofforestglen.org">http://friendsofforestglen.org</a> )	2015 - Present
<b>Volunteer Legal Counsel</b> , Deer Park Homeowner's Association	2007 - Present
<b>Volunteer Mediator</b> , Montgomery County Department of Housing and Community Affairs	2018 - Present
<b>Executive Board Member</b> , Gandhi Brigade, Silver Spring, MD	2017 - Jan 2018
<b>Member and Land Use Chair</b> , Mid-County Citizen's Advisory Board	2017 - Present
<b>Executive Board Member</b> , Sierra Club of Montgomery County	2019 - Present

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### OUTREACH & ENGAGEMENT

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**Forest Glen Charrette:** Organized community event where over 60 community members attended to discuss pedestrian safety, traffic and redevelopment of Forest Glen – **August 26, 2015**

**Montgomery Hills Charrette:** Organized interactive discussion where over 75 community members attended to discuss redevelopment of Georgia Ave, focusing on pedestrian safety, traffic and community amenities – **June 12, 2018**

**County Council CIP hearing:** Successfully advocated for 2<sup>nd</sup> metro entrance at Forest Glen into the CIP budget – **February 7, 2018**

**Montgomery Hills Street Festival:** Organized an event where over 700 community members attended supporting local businesses and pedestrian safety at first Street Festival of its kind in Montgomery Hills – **September 29, 2018**

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### PUBLICATIONS

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- "Forest Glen Redevelopment Report: "A Community's Voice" [LINK](#) - October 2, 2015
- "Montgomery County must improve pedestrian safety in White Flint, advocates say." [LINK](#) - November 30, 2017
- "Here's how Montgomery County could prioritize pedestrian safety in White Flint, Forest Glen, and beyond" [LINK](#) - December 1, 2017
- "A new entrance at Forest Glen Metro could strengthen two disconnected neighborhoods" [LINK](#) - June 3, 2015
- "Silver Spring is a more complete place thanks to its new library" [LINK](#) - June 29, 2015
- "A chain-link fence is blocking people from getting to the Forest Glen Metro" [LINK](#) - December 1, 2017
- "Forest Glen residents want to replace a giant Metro parking lot with buildings" [LINK](#) - October 29, 2015
- "Forest Glen residents and a state delegate want a MARC station in Forest Glen" [LINK](#) - June 30, 2015

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### EDUCATION

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<i>J.D., Juris Doctor (with Honors)</i> , Pennsylvania State University	-2005
• <i>Certificate, International Comparative Law</i> , University of London	-2004
• <i>Certificate, International Trade Law</i> , University of Geneva	-2003
<i>B.A., Political Science and Spanish</i> , University of Maryland at College Park	-2001
<i>Paint Branch High School</i> - Burtonsville, Maryland	-1996