

February 27, 2014

Chief Judge / Loudoun County Circuit Court  
The Honorable Burke F. McCahill  
20<sup>th</sup> Judicial Circuit Court of Virginia  
P.O. Box 550  
18 East Market Street, 3<sup>rd</sup> Floor  
Leesburg, Virginia 20178

Dear Chief Judge McCahill

I am sending you my resume for your review. I believe that I am the ideal candidate to fill the vacancy on the town of Leesburg Board of Zoning Appeals and ask that you consider me for the position. I recently moved my family to Leesburg and have started to get involved with the local government by attending town council meetings. I am a firm believer that active participation within your community is critical in maintaining and improving your community. Being a member of this Board will allow me to use my experience and expertise to benefit this great town.

I have worked in the architectural engineering and construction management fields for the past 10 years and I currently hold a Professional Engineer License in the Commonwealth of Virginia. I have a very good technical understanding of the development and construction process. I have seen the value of a strong, community focused Board of Appeals. A strong Board's ability to fairly and consistently apply their interpretation of the zoning code helps maintain a great community while preventing the community from being overdeveloped or under-utilized.

I understand the importance of knowing the code and using the long term interests of the community as a basis for decision making. It is vital to maintain the integrity of the code. The board cannot make decisions simply to make a decision; the finality of the decisions will affect the town for a very long time.

Having participated on many teams, as an officer in the military, a teammate on a sports team and as a professional engineer, I know that communication skills are going to be critical for this position. Being an active board member will require me to have informed, technical discussions with fellow board members. Additionally, I will have to represent the Town in discussions with citizens, explaining in as much detail as necessary, why decisions were made. There will be times when that citizen will be my friend or neighbor and acting appropriately in those situations is crucial in maintaining the integrity of the Zoning Code and the Appeals Board.

My technical knowledge, practical experience and ability to communicate on multiple levels coupled with my fresh perspective and desire to serve the community I live in will allow me to make a positive impact on the Board of Appeals. I appreciate your consideration and look forward to your response in the near future.

Very Respectfully,



Jonathan S. Weaver, PE, PMP  
jon.weaver20@gmail.com  
228.257.9094

# JONATHAN S. WEAVER, PE, PMP

418 South King Street | Leesburg, Virginia 20175  
Tel. 228.257.9094 | E-mail: jon.weaver20@gmail.com

## EDUCATION

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**UNIVERSITY OF WISCONSIN AT MADISON (UW)** **Madison, WI**  
**Candidate for Master of Science, Civil & Environmental Engineering** **2014**

- Earned a 3.413 GPA with an emphasis on Construction Engineering.
- Thesis work consists of a business process reengineering effort that analyses the lifecycle costs of aging commercial space and offers cost efficiency solutions that will allow for its adaptive reuse.

**MILWAUKEE SCHOOL OF ENGINEERING (MSOE)** **Milwaukee, WI**  
**Bachelor of Science (BS) Architectural Engineering and BS Construction Management** **2003**

- Graduated with Honors in both Architectural Engineering (Structural Design) and Construction Management.
- President of the Sigma Lambda Chi Honor Society, 2003.

## PROFESSIONAL EXPERIENCE

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**FEDERAL BUREAU OF INVESTIGATION** **Washington, DC**  
**Management and Program Analyst - TRIRIGA Program Manager** **2012-Present**

- Developed a long term program strategy that drove the contracting decisions for a \$10 million dollar Computer Aided Facility Management System integration contract that was awarded in August 2013.
- Implemented a standard procedure for capturing facility management business processes. Worked closely with contractor staffing to establish an accurate performance baseline as well as performance metrics.

**CONTINENTAL PROPERTIES COMPANY, INC.** **Menomonee Falls, WI**  
**Project Engineer** **2010-2012**

- Responsible for the day to day development of four separate residential development projects each with over 168 units and valued at over \$10 million per project.
- Conducted facility assessment site visits and provided recommendations based on site conditions.
- Hand-selected member of the technology development committee that reviewed information and communication technology and made recommendations for the implementation of technology orientated funding.

**MILLERCOORS** **Milwaukee, WI**  
**Brewery Operations Management Trainee, Packaging** **2008-2009**

- Learned and presented highly technical information on the key functional areas that directly impacted the process and flow of the brewing and packaging lines of a large scale sophisticated production facility.
- Acted as a critical infrastructure representative for the company, identifying and assessing an array of potential threats to the company from agroterrorism to climate change.

**UNITED STATES NAVY** **Gulfport, MS and Fallujah, Iraq**  
**Engineering Officer** **2007-2008**

- Orchestrated seven training exercises to prepare 600 military personnel for an upcoming deployment overseas.
- Forecasted requirements and allocated limited organizational resources for the successful execution of various military training and morale events.

**Detail Leader of Camp Bucca, Iraq** **2007**

- Led a multi-force Department of Defense element consisting of 52 personnel representing multiple units.
- Planned and developed 160 acres of Iraqi desert into a fully habitable area with electrical, plumbing and water.
- Improved critical infrastructure protection by simplifying the design and implementing cost effective changes that increased the security of a military facility prototype; saving over one year in the fabrication of entry points.

**Assistant Operations Officer** **2006-2007**

- Prioritized, delegated, and monitored the tasking of 650 military personnel to training and projects.
- Executed the site survey and initial planning process of 5 Homeland Security projects in Belize and Sao Tome.

**Company Commander** **2003-2006**

- Effectively maintained accountability of 200 pieces of organizational equipment valued in excess of \$100M.
- Coordinated with Defense Infrastructure Sector Lead Agencies to reinstate Defense Critical Infrastructure Protection measures after Hurricanes Ivan and Katrina.

## ADDITIONAL INFORMATION

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- Project Manager for the construction of Dry Hooch, a non-profit organization focused on assisting young veterans.
- Active member of the American Society of Civil Engineers. Help write 2014 Professional Engineer Exam.
- Possesses an active DoD Top Secret Clearance. Determined Eligibility of Secret on 2005 04 15 DoNCAF.

**Jonathan S Weaver, PE, PMP**  
418 South King Street | Leesburg, Virginia 20175  
228.257.9094 | [jon.weaver20@gmail.com](mailto:jon.weaver20@gmail.com)

## REFERENCES

### Professional

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### Character

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**VIRGINIA:**

**IN THE TWENTIETH JUDICIAL CIRCUIT**

**In Re: Appointment to the Leesburg Board of Zoning Appeals**

**ORDER**

It appearing to the Court that the term of office of Elizabeth H. Coomes as a member of the Board of Zoning Appeals for the Town of Leesburg expired on December 31, 2013, that she did not request reappointment; now therefore, pursuant to § 15.2-2308 of the Code of Virginia.

It also appearing that the clerk of the Town Council also advertised in the Leesburg Today for persons who may be interested in serving, and;

It also appearing that Jonathan S. Weaver, a resident of the Town of Leesburg, and that he holds no other public office in said Town; has submitted a letter of interest and resume to be appointed as a member of the Board of Zoning Appeals for the Town of Leesburg for a term of office expiring on December 31, 2018, it is hereby,

**ORDERED** that Jonathan S. Weaver is appointed as a member of the Board of Zoning Appeals for the Town of Leesburg for a term of office expiring on December 31, 2018

It is further **ORDERED** that before commencing his duties as a member of the Board of Zoning Appeals for the Town of Leesburg, he shall qualify by taking an oath of office before a Judge or Clerk of this Court as provided in § 15.2-1522 of the Code of Virginia, as amended.

The Clerk of the Circuit Court shall forward a copy of this Order to the Town of Leesburg Board of Zoning Appeals at 25 West Market Street, Leesburg, VA 20176 and to Jonathan S. Weaver and to all other appointees.

Entered this \_\_\_\_ day of \_\_\_\_\_ 2014.

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Burke F. McCahill, Chief Judge

PRESENTED \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

ADOPTED \_\_\_\_\_

A RESOLUTION: RECOMMENDING A CANDIDATE FOR VACANCY ON THE BOARD OF ZONING AND APPEALS TO THE CIRCUIT COURT.

WHEREAS, the clerk of the Town Council advertised in the Leesburg Today for persons who may be interested in serving on the Board of Zoning Appeals and received one response – Jonathan S. Weaver; and

WHEREAS, members of the Board of Zoning Appeals are appointed by the Chief Judge of the Circuit Court; and

WHEREAS, a vacancy was created by the expiration of the term of Elizabeth H. Coomes on December 31, 2013; and

WHEREAS, the term for this vacancy will be five years in order to stagger the expiration of Board Members pursuant to Virginia Code.

THEREFORE, RESOLVED, by the Council of the Town of Leesburg in Virginia as follows:

1. Council recommends that Jonathan S. Weaver be appointed to the Board of Zoning Appeals for the term to expire December 31, 2018.
2. The Town Attorney is directed to send Council’s recommendation to the Chief Judge of the Circuit Court.

PASSED this 11<sup>th</sup> day of March, 2014.

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Kristen C. Umstattd, Mayor  
Town of Leesburg

ATTEST:

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Clerk of Council