



Date of Council Meeting: January 27, 2015

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Recommendation of applicant for Board of Zoning Appeals vacancy.

Staff Contact: Brandon White, Deputy Zoning Administrator
Lee Ann Green, Clerk of Council

Council Action Requested: A recommendation from the three applicants is needed from the Town Council prior to submission to the Circuit Court.

Staff Recommendation: I recommend that Town Council choose one candidate for recommendation to the Circuit Court.

Commission Recommendation: Not Applicable

Fiscal Impact: Board of Zoning Appeals members are compensated \$100 for each meeting they attend. If there are no meetings or they are absent from a meeting, there is no compensation.

Executive Summary: The Circuit Court has indicated that they would appreciate a recommendation from the Council; however, they will make the final decision.

Background: Section 15.2-2308 of the Code of Virginia states that Boards of Zoning Appeals may consist of five or seven members of the locality appointed by the circuit court for the locality. John W. Pumphrey's appointment has expired as of December 31, 2014. He has declined to be reappointed.

Three members of the public have submitted letters of interest/resumes for the vacancy: (1) Christopher Colsey, (2) Sharon Babbins, and (3) David Smith. Their resumes/letters of interest are attached.

Attachments: (1) Resolution
(2) Resumes/letters of interest

104 Fort Evans Road SE, Unit E
Leesburg VA 20175
January 1, 2015

Lee Ann Green, Clerk of Council
Town of Leesburg
25 West Market Street
Leesburg, VA 20176

RE: Board & Commission Letter of Interest

Dear Ms. Green:

I submit this letter of interest toward service to the Town of Leesburg as a Board or Commission member. Specifically, I wish to serve in one of the following capacities consistent with my experience, education and personal availability:

1. Board of Zoning Appeals
2. Planning Commission
3. Environmental Advisory Commission

I hold significant experience and training in public roles relative to each position, and believe each to serve a vital role in maintaining the community values. Further, these Boards and Commissions require personnel that are dedicated to understanding the long-term consequences of their public decisions.

I offer the following summary of my experience and training relative to these roles:

- Director of Municipal Development – 4.5 years (NY)
 - Oversight of all Planning, Zoning & Building personnel and boards
- Conservation Advisory Committee – 1 year (NY)
- Code Enforcement Officer (Building Inspector) – 6 years (NY)
- Pace Land Use Law Program Graduate
- Level 1 Planner Certification (NY Civil Service)
- Loudoun County Building Code Appeals Board

It is my belief that each of these entities must balance the needs of the residential and commercial communities in respect to the Town's natural resources and historical foundation.

I attach a copy of my current resume and references for the consideration of the Town Council.

Sincerely,

Christopher Colsey

Christopher Colsey

EDUCATION

Tennessee Temple University, Chattanooga, TN Pursuing Doctor of Philosophy in Leadership – Public Administration Cognate Completed 51 Course Credits Completed – October 2013 Dissertation Started – October 2013: Public Leadership Characteristics	May 2010 - Present
Marist College, Poughkeepsie, NY Master's Degree in Public Administration – Labor & Personnel Concentration Graduated with Honors: 3.59 Cumulative GPA	May 2005
Messiah College, Grantham, PA Bachelor of Arts in Natural Science and Health Education	May 1987

INSTRUCTIONAL EXPERIENCE

Adjunct Undergraduate Instructor – Liberty University Online Responsible for leading Criminal Justice Administration, an upper level class within the Criminal Justice and Government undergraduate department.	2011 – Present
Adjunct Graduate Instructor – Marist College 2005 – Teaching Assistant: Organizational Management; Introduction to Public Administration 2006 – Adjunct Graduate Instructor: Politics & Policy	2005 - 2010
Corporate Training Supervisor – Nationwide Insurance As part of the corporate management training program, I initially served as the New York insurance instructor and later transitioned to oversee the State department and provide computer training for the East Coast regional offices.	1995 – 1997

PUBLIC SERVICE EXPERIENCE

Chief Aide to the Loudoun County, Virginia Board of Supervisors <ul style="list-style-type: none">• Policy Development & Budget Review for the Leesburg District• Committees Served: Transportation/Planning, Finance & Service, Joint School• Constituent Contact and Issues Resolution	1/2013 – 10/2013
Director of Benefits and Risk Management, Dutchess County Government, NY <ul style="list-style-type: none">• Oversight of a \$50 Million budget in respect to County employee benefits• Provides professional input for public contractual liabilities• Supervision of Safety Training, Self-Insurance Program and Benefits staff	7/2011 – 12/2012
Town Supervisor (Executive Elected Official), Town of Wappinger, NY <ul style="list-style-type: none">• Executive Elected Official of a New York City area suburban township• Supervision of fifty public employees in twelve specialty areas• Town Budget Officer of a \$17 million operating and district budget• Recognized as a “post-partisan” leader dedicated to public accountability	1/2008 – 8/2011
Director of Municipal Development, Town of Fishkill, NY <ul style="list-style-type: none">• Oversight of Zoning, Planning and Building functions of a high growth municipality• Supervision of nine public employees and four public citizen boards/committees• Earned Certification as a Code Enforcement Officer (2004)	7/2003 – 12/2007
Town Councilman (Elected Official), Town of Wappinger, NY	1/2002 – 12/2003

CORPORATE SERVICE HISTORY

General Manager, ADESA Impact Corporation, New York

5/2001 – 7/2003

I directed a multi-million dollar operation servicing the insurance industry in salvage management and charity vehicle donation programs. Personnel management included the oversight of administrative supervisors, transportation, labor and mechanical, sales and clerical personnel.

Claims Manager, Nationwide Mutual Insurance Company

1/1993 – 5/2001

I was responsible for supervising claims personnel and direct repair shops in the upstate New York market. Progressive advancement was gained through the roles of Claims/Computer Training Supervisor and Master Field Claims Representative. I attended numerous training programs in the functions of risk management, legal liability, property loss adjustment and material damage evaluation.

TRAINING & CERTIFICATIONS

- Notary Public – Registered in Loudoun County, Virginia
- NYS Code Enforcement Officer Program – May 2004
- Southern Dutchess Chamber of Commerce Leadership Program – June 2004
- Pace Land Use Law School Leadership Alliance – May 2005
- Association of Towns & Cities and NY/Dutchess Planning Federation conferences

COMMUNITY INVOLVEMENT

- Virginia State Delegate to the Republican Party (Convention 2013)
- Cornerstone Chapel Church – Bible Study Host
- Operation Christmas Child – Collection Center Supervisor; Regional Volunteer
- Society for Human Resources Management (SHRM) – Member 2010 -13
- Wappingers Falls Rotary Club – 2003 to 2011; President 2008-09
- United Way Corporate Representative – 1999 to 2000, 2003 to 2005
- Comprehensive Plan Committees – Wappinger, Fishkill, Wappinger School District
- Town of Wappinger Conservation Advisory Committee - 2001
- Town of Wappinger Little League Coach – 2004 to 2009
- Wappingers Central School District - Budget Committee - 1997 to 1998
- Grace Bible Church – Youth & College Leader, Softball Coach – 1998 to 2006
- Chapel Falls Christian Fellowship – Church Planter/Treasurer, Teacher – 2006 to 2008
- Calvary Chapel of the Hudson Valley - Member
- CareNet/Crisis Pregnancy Center – Fundraiser & Volunteer
- New York Self Insurance Municipalities – Member

References

(Updated 2014)

Academic

Trudy Owens, PhD Director –Tennessee Temple University, School of Management

1815 Union Avenue, Chattanooga, TN 37404 (800) 553-4050

James Melitski, PhD, Professor – Marist College, Masters of Public Administration Program

3399 North Road, Poughkeepsie NY 12601 (845) 575-3000

Employment

County of Loudoun, 1 Harrison Street SE, Leesburg VA 20175

Dan Davis, Chief of Staff (703) 777-3334

Robin Bartok, Chief Aide to the County Chair (703) 777-0204

County of Dutchess, 22 Market Street, New York 12601

Earl T. Bruno, Commissioner (Direct Supervisor) (845) 486-2169

Marcus Molinaro, County Executive (845) 486-2000

William O’Neil, Deputy County Executive (845) 486-2000

Pamela Barrack, Commissioner (845) 486-2025

Gina Christiana, Personnel Technician (Dept. Colleague) (845) 486-2169

Karl Meneau, Personnel Technician (Dept. Colleague) (845) 486-2169

Professional/Personal

Albert Roberts, Esq., Town Attorney to the Town of Wappinger

Route 9, Wappingers Falls, New York 12590 (845) 298-2000

Robert Gray, PE, Town Engineer to the Town of Wappinger

9 Elks Lane Poughkeepsie, NY 12601 (845) 454-3411

Hon. Peter Forman, County Judge of Dutchess County

10 Market Street, Poughkeepsie, New York 12601 (845) 431-1710

Hon. Denise Watson, Family Court Judge of Dutchess County

50 Market Street, Poughkeepsie, New York 12601 (845) 431-1850

Betsy Brown – Dutchess Community College Board of Trustees

53 Pendell Road, Poughkeepsie, New York 12601 (845) 431-8000

Robert Lacolla (Town Supervisor) – Town of Fishkill

807 Route 52, Fishkill, New York 12524 Phone: (845) 831-7800

Paul Pilon, Architect & Dutchess Community College Professor

40 Kent Road, Wappingers Falls, New York 12590 (845) 298-2003

Alfred Casella, Senior Finance Manager, IBM Corporation

21 Sabra Lane, Wappingers Falls, New York 12590 (845) 462-5431

Michael Kuzmicz, Vice President, JP Morgan Chase

2 Brothers Road, Wappingers Falls, New York 12590 (845) 632-1515

Pastoral

Michael Emerson, Outreach Pastor – Cornerstone Chapel, Leesburg

742 Miller Drive SE, Leesburg, VA 20175 (703) 771-1500

Robert Hargraves, Sr. Pastor – Calvary Chapel of the Hudson Valley

Nick Santos, Associate Pastor

36 Firemen’s Way Poughkeepsie, New York 12603 (845) 454-0467

Sharon L. Babbin

208 Wirt Street NW
Leesburg, VA 20176
(703) 777-4951 (home)
(703) 304-4639 (mobile)
slbabbin@aol.com

January 17, 2015

Ms. Lee Ann Green
Clerk
Leesburg Town Council
25 West Market Street
Leesburg, Virginia 20176

Re: Leesburg Board of Zoning Appeals

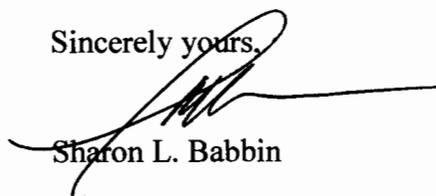
Dear Ms. Green:

I am interested in being considered for the open position on the Leesburg Board of Zoning Appeals. I was recently appointed to the Leesburg Planning Commission, and the law provides for one member of the BZA to be a member of the local planning commission. There is currently no member of the Leesburg BZA who is also on the Leesburg Planning Commission.

My husband and I have recently moved from Lovettsville into the historic district of Leesburg to a home we purchased and renovated. As I am recently retired from over 35 years of practicing law, I have the ability to contribute more to the community. My experience is in commercial and governmental law, both contracts and litigation, and has included land use issues, construction, and local government law, all of which should prove a valuable asset to the BZA. My career has included over 17 years with Marriott Corporation/Marriott International, which I left in 1996 as Vice President and Associate General Counsel. At Marriott I was responsible for all of its commercial litigation worldwide. I was then in private practice with several different firms, most recently a firm in Winchester, Virginia, where my practice was primarily land use litigation, including cases before BZAs in various local jurisdictions.

Thank you for your consideration. Please let me know if you would like further information.

Sincerely yours,



Sharon L. Babbin

301 Locust Knoll Drive, NW
Leesburg, Virginia 20176
January 9, 2015

Clerk of Council
Board of Zoning Appeals
25 West Market Street
Leesburg, Virginia 20176

Sir/Madam:

I have interest in the vacancy for the Board of Zoning Appeals. Enclosed is a copy of my CV for review and consideration by Hon. Burke F. McCahill, Chief Judge. Should any questions arise regarding my CV or my qualifications kindly let me know so that I can provide any necessary explanation.

Proper references shall be provided if necessary.

David Smith, JD
Colonel, Retired
United States Army

David Smith
Northern Virginia/Washington, DC Metro Area

david.c.smithcolr@gmail.com
703-779-7930

Teaching has always been a passion. Classroom interaction is the pinnacle of learning.

QUALIFICATIONS SUMMARY

Experienced University adjunct professor
Attorney at Law; Licenses in Connecticut
(active), Ohio (inactive)
Experienced Commercial Lawyer
High Standard of Ethics
Strategic Planning
Policy Analysis and Formation
Emergency Operations and Management
Program Management
Fiscal and Budgeting Experience

Government Contracting Experience
Program Manager
Two combat tours, Afghanistan
Construction Consultant, U.S. Army Corps
of Engineers, South Korea
Construction Consultant, U.S. Army & Air
National Guard
U.S. Army, Colonel (Ret.)

SECURITY CLEARANCES HELD: TOP SECRET, SECRET, TOP SECRET SCI, and a “Q” clearance with the Department of Energy.

ACCOMPLISHMENTS

- Conducted lectures as assistant professor (civilian) and judge advocate on aspects of ethics, real estate, uniform commercial code, bankruptcy, negligence; information operations; WMD civil support teams; occupational health and safety; and investigative procedures/ techniques.
- Served as one of the first 20 officers to stand up U.S. Forces Afghanistan, a four-star headquarters in Kabul. Work focused on establishing an operational headquarters and engineering command and control for theater operations and construction. The engineer position grew from one officer to a staff of more than 100 within 8 months.. The work included construction that had never before existed in a hostile environment.
- Served as installations division chief for the Army National Guard (ARNG). Increased budget from \$1.2 billion to \$7.5 billion in 3 years. Effectively managed a program that was badly demoralized and broken.
- Reviewed, assessed, and implemented new policy and regulations for administration of military construction in 50 states and four territories. Included a complete rewrite of construction procedure.
- Testified before Senate Armed Services Committee that resulted in more than 100 percent increase in budget.

- Rendered legal opinions in conjunction with new missions in the Weapons of Mass Destruction (WMD) program, Information Operations teams, National Missile Defense, and the building of the security fence between Mexico and the United States. Also rendered numerous opinions written regarding Constitutional law.

EXPERIENCE

Clear Green Resources

Program management, configuration management and direction to construction programs.

Consultant to Army Corps of Engineers at Jacobs Engineering

Served as one of four technical consultants hired to evaluate and lead change of a stalled program to move the U.S. Army from the Seoul Metropolitan area to Camp Casey, South Korea. Oversight of master planning, programming, planning, configuration management, change management and program funding was part of evaluation of the U.S. Army and the U.S. Army Corps of Engineers performance.

Army Reserve

Deputy Chief Engineer /Chief Engineer for .U.S. Forces-Afghanistan

Active. Served as chief engineer for a new, four-star headquarters established to lead the cultural change of NATO troops at ISAF. Responsible for an increasingly active participation in all Afghanistan construction. Coordinated with higher commands, participated in decision making, tasked lower commands at the division level, and monitored and reported on all construction related issues for the command.

- Successfully identified issues that would impede immediate action to occupy and build necessary facilities for troop movement into areas of concern.
- Identified programming and planning issues critical to rapid movement of troops and construction of needed facilities.
- Coordinated with international engineers at International Assistance Security Force headquarters (NATO).
- Coordinated with elements of U.S. forces in theater.
- Advised command on issues related to construction, security, construction supply, and equipment and engineer assets to be used at various times and places within the country.
- Interfaced with a variety of nations, general officers, international agencies, and international personnel.
- In January 2009 a brigadier general was brought in as chief engineer. Served as his deputy January – July 2009.

Consultant

Clear Green Resources, Inc.

Provided support to adjutant generals of the United States in their military construction (MILCON) program and critical infrastructure program. This is a results driven program that

provided tangible suggestions for protection of critical infrastructure and electronic security programs at the ARNG Bureau.

Senior Research Analyst , TKC Communications

Department of Homeland Security. Served as analyst for information sharing program in all 22 components. Participated in the Information Sharing and Coordination Counsel. Monitored Information Sharing Environment Program managers' actions. Assisted in preparing memorandum and information for presentation at various levels of the Department of Homeland Security.

Director of Strategic Programs Alutiiq Security & Technology

- Took work from zero to \$65 million in less than 2 years.
- Secured a teaming arrangement with Sundt Construction, Tempe, Arizona, initiating a protégé-mentor agreement together with a joint venture.
- Negotiated an indefinite quantity/indefinite delivery contract for \$30 million with the Army Corps of Engineers in Mobile, Alabama.
- Supported the ARNG Bureau on a critical infrastructure protection contract that included all aspects of MILCON and security for ARNG facilities.

Active Duty

Program Manager, Division Chief, Installations Division

Served as program manager in leadership role for all military construction for 54 states and territories. Supervised approximately 60 military officers, Department of the Army civilians, and contractors in a program of approximately \$7.5 billion. This required significant business and political acumen in building consensus of federal, state and sometimes local entities.

- Responsible for all aspects of planning, policy making, and programming for money, review of acquisition contracts, designs, and specifications for construction of armories, aviation support facilities, weapons ranges, and maintenance facilities. Instituted significant change to each of these aspects of construction management.
- Total program responsibility included supervision of expenditure money, documentation of wide ranging construction program, and considerable authority to manage this program for 50 states and D.C., U.S. Virgin Islands, Guam, and Puerto Rico. These sometimes had competing interests that required personal intervention.
- Dealt with numerous levels of state and federal government including U.S. Senate and House of Representatives offices.

Active Duty, Operations Law Officer, Office of Chief Counsel, National Guard Bureau

Oversaw Army and Air Force issues involving weapons of mass destruction and information operations units. (TS/SCI clearance)

- Taught legal courses for information operations. Duties included issues concerning international and operational law (construction of security fence and road along U.S.-Mexican border), aviation, and real estate issues as they pertain to the 54 states and territories. Counsel to Division Chief, Installations Division.

- Written opinions included interpretation of policy and determination of policy at federal level. Arlington, Virginia.

Active Duty

Fellowship in Acquisitions, U.S. Army War College, University of Texas at Austin

Completed graduate level program designed to prepare officers for general officer assignments. Program emphasized procurement and acquisition of major weapons systems, integration of new ideas into the acquisition process, and management. Included courses through University of Texas in Engineering, MBA program, Lyndon B. Johnson School of Government and Law School, and presentations by speakers from all levels of federal government including Department of Defense and Army.

Hearing Officer, U.S. Department of Energy. "Q" Security Clearance. (Conducted administrative hearings under Part 32, Code of Federal Regulations), Knolls Atomic Power Laboratory, Schenectady, New York; New.

Adjunct/Assistant. Professor, Business Law Central Connecticut State University and Eastern Connecticut State University

Department of Finance and Law. Taught business law and administrative law and substituted in the MBA program in various capacities.

EDUCATION

CIVILIAN

Juris Doctor, Western New England University, Springfield, Massachusetts

Certificate in Graduate Studies, Acquisitions, University of Texas at Austin, received in conjunction with the Army War College Program.

Bachelor of Arts, Business Administration, Ohio Northern University, Ada, Ohio

MILITARY

United States Army War College, Acquisitions, University of Texas at Austin

United States Army Command and General Staff College, Ft Leavenworth, Texas

United States Army Military Judge's Course, Judge Advocate School, Charlottesville, Virginia

Federal Criminal Law Course, Judge Advocate School, Charlottesville, Virginia

Federal Litigation Course, Judge Advocate School, Charlottesville, Virginia

Judge Advocate Advanced Course Judge Advocate School, Charlottesville, Virginia

Judge Advocate Officer Basic, Judge Advocate School, Charlottesville, Virginia

Engineer Officer Basic, Fort Belvoir, Virginia

Labor Law (in conjunction with Cornell)

Personnel Law, ALI/ABA, University of Colorado

DECORATIONS, PUBLICATIONS, COMMITTEES

DECORATIONS, SERVICE MEDALS, AND BADGES

Legion of Merit, Defense Meritorious Service Medal,
Meritorious Service Medal Army Commendation Medal
Afghanistan Service Medal Army Service Medal
Armed Forces Reserve Medal NATO Medal for Afghanistan
National Defense Service Medal Humanitarian Service Medal
Army Reserve Components Achievement Medal
Army Corps of Engineers, Bronze De Fleury

PRESENTED _____

RESOLUTION NO. _____

ADOPTED _____

A RESOLUTION: RECOMMENDING A CANDIDATE FOR VACANCY ON THE BOARD OF ZONING 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 three responses; 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 John W. Pumphrey on December 31, 2014; 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 _____ be appointed to the Board of Zoning Appeals for the term to expire December 31, 2019.
2. The Town Attorney is directed to send Council's recommendation to the Chief Judge of the Circuit Court.

PASSED this 27th day of January, 2015.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council