

# Appointment of Architecture and Planning Board Members Resolution Worksheet

Date: May 19, 2021

## Suggested Motion:

"I move to appoint the following members to the Architecture and Planning Board

\_\_\_\_\_.

2<sup>nd</sup>:

**Summary:** There are ten individuals interested in serving on the Architecture and Planning Board. Those individuals are: Amanda Mullan, Amy Cohen, Ann McCord, Ann Wheaton, Anna Fernezian, Jacquelyn Bianchini, Kristen Mowery, Paula Martori, Scott Mulrooney and Susan Blair.

Letters of interest and resumes are included.

## Vote:

	In Favor	Opposed	Abstained	Absent
Scott Buchanan				
James Konkel				
Dave Bush				
Jeff Lisanick				
Robin Woods				
Peggy Clancy				
Claire Eberwein				
Peter Ferrell				
Hector Mares				

# Amanda Mullan

3578 Martha Custis Drive • Alexandria, VA 22302 • ~~AMULLAN@GMAIL.COM~~ 513-682-1268

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## Professional Experience

### Government Accountability Office

Washington, D.C.

#### Senior Analyst/Analyst in Charge, Natural Resources and Environment

February, 2014-Present

- Responsible for auditing federal government agencies for compliance with statutes, policies, procedures, and guidance and making recommendations to improve the efficiency and effectiveness of their operations.
- Successfully completed more than six reviews resulting in written reports to Congress to that included have included over 20 recommendations to enhance program or operation performance at federal agencies.
- Led three reviews of complex projects to assess the efficiency and effectiveness of National Nuclear Security Administration programs and operations while serving and the Analyst-in-Charge, by coordinating team member assignments, reviewing work performed by others and advising on issues encountered while executing the work plan.
- Performed research and analysis of agency's major programs and operations including planning and designing the scope of the research, providing oral and written communication to GAO management and Congressional clients, conducting interviews with external agency officials, and producing findings and recommendations to improve the efficiency and effectiveness of government programs and manage risk.

### National Academy of Public Administration

Washington, D.C.

#### Research Associate

August, 2012-February, 2014

- Contributed to management of three projects; included organizing the team's document system, updating the calendar for interviews, managing edits for report drafts across 5-7 team members, and ensuring that all members successfully responded to comments from internal and external stakeholders.
- Planned, prioritized, and balanced work assignments on projects with organizing National Academy of Public Administration events, including the annual fall meeting and community of practice meetings.
- Independently coordinated a working group of Research Associates and Mission Support Staff to address broader process and coordinating challenges; resulted in improvements to the travel reimbursement process and improved working relationships between Project and Mission Support Staff.

### Congressional Research Service

Washington, D.C.

#### Intern

May, 2011-July, 2011

- Conducted an analysis of the Federal Advisory Committee Act Database to determine membership, total costs and administrative status for over 1,000 federal advisory committees which were incorporated into the findings of multiple CRS reports to Congress
- Assisted in the drafting of a memo on federal advisory committees for 2010 including their costs, membership, administrative status, establishment authority and committee function that provided important information to Congress

### New York State Assembly

Albany, NY

#### Intern

January, 2010-May, 2010

- Interviewed constituents from the Assembly member's District 1-3 times per week; responded to support/opposition messages from constituents, and activist groups 10-20 times per week
- Managed the Assembly member's Albany schedule including constituent meetings, committee meetings, social events and speaking opportunities

## Education

### Cornell University, Cornell Institute of Public Affairs

Ithaca, NY

#### Master of Public Administration

May, 2012

### State University of New York at Cortland

Cortland, NY

#### Bachelor of Arts, Political Science

May, 2010

## Dana Cross

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**From:** Amy Cohen <[REDACTED]>  
**Sent:** Tuesday, April 6, 2021 9:49 PM  
**To:** Dana Cross  
**Subject:** Open Positions to Assist Board  
**Attachments:** Amy Cohen Resume 042020.pdf

Hi Dana,

I hope this email finds you well. I just read about the opportunities for the Covenants Committee and the Architectural and Planning Board.

I'd like to throw my hat in the ring for either position. My first choice would be the A&PB. I am a long time owner, since 2004, and resident, 2004-2012 and 2018 to present in Park Fairfax. Prior to my hiatus from 2012 through 2018 I was a volunteer for the Covenants committee in 2012. Had I not moved to North Carolina in 2012 I would still be involved with the Board.

I have had some experience from the owner side of the Committee for work I have performed in my home ranging from a full kitchen renovation to new attic stairs. I spearheaded the Settlement Building Issue. This was a painstaking 2 years of working with the management team, when George Gardner was our Manager. Had this venture not started who knows where the state of the buildings would be today. My commitment to the integrity and aesthetics of our community are paramount.

I am very committed to the upkeep of our community and want to ensure that when residents choose to make upgrades to their homes they are doing so safely and properly. It is crucial we do this while respecting the community, fellow neighbors, laws and bi-laws, as well as the appearance of our homes.

As a Licensed Interior Designer and Project Manager my background is a perfect fit for either position. Part of the Mission of an Interior Designer is to protect the Health, Safety, and Welfare of the public. I have been doing just that in my 15 year career.

My professional resume is attached. Feel free to contact me with questions. I hope to bring my skills back to the Board in one of these two open positions.

Sincerely,  
Amy Cohen  
3102 Martha Custis Drive

## **QUALIFICATIONS PROFILE**

Concept-to-execution, results-driven, and performance-focused interior designer and space planner, equipped with comprehensive experience in overseeing diverse construction projects with a focus on quality assurance, on-time execution, and regulatory compliance; across corporate, healthcare, government, and residential settings. Skilled at conducting project site inspections to monitor progress and ensure conformance with design specifications, building codes, ADA, and safety standards. Armed with well-honed technical, communication, analytical, and problem-solving aptitudes; backed by hands-on exposure in managing projects from conceptual design to successful completion, and achieving goals.

## **GOVERNMENT EXPERIENCE**

- **CONSTRUCTION INTERIOR DESIGNER** **7.2019 – PRESENT**  
The Building People, Leesburg, VA
  - On-site support at The U.S. Securities and Exchange Commission Headquarters, Office of Support Operations (OSO)
  - Provide space management and interior design expertise while delivering support to the construction and furniture programs by conducting activities related to interior construction, renovations, and fit-outs for Headquarters and Regional Offices
  - Lend knowledge of space planning, interior design, and FF&E to assess project requirements
  - Work with various documents, including Program Requirements; space planning of program's reuse of ancillary equipment requirements; subcontractor FF&E shop drawings and submittals; and space reconfiguration requests
  - Develop design solutions while providing excellent customer service and courtesy to multiple levels of SEC personnel
  - Provide expert technical advice, guidance, and assistance to customers, colleagues, and leadership on matters dealing with space utilization and integration of interior finishes and furnishings.
  - Ensure that all SEC organizations adhere to and comply with all federal and agency space/property management standards and furniture use guidelines.
  - Collaborate with other members of the OSO team on project schedules, budgets and procedures experts
  - Create, evaluate, and develop furniture packages and design recommendations for upcoming projects
- **SENIOR INTERIOR DESIGNER** **10.2018 – 7.2019**  
Talu, LLC, Herndon, VA
  - Oversaw the planning, design, and furnishing of large scale interior environments for renovation for U.S. Agency for International Development
  - Consulted with USAID staff (and designated Architecture/Design representatives) to determine aesthetic preferences and furniture to be installed
  - Integrated findings with knowledge of interior design to formulate plan and compile into a comprehensive interior design package
  - Advised USAID staff on interior design factors such as space planning layout and utilization of furnishings and equipment, color schemes and color coordination
  - Worked with leadership through the design, specification, bid, and procurement process
  - Rendered design ideas in form of presentation boards, drawings, and illustrations
  - Estimated material requirements and costs, providing options to best fit timeline and budget
  - Developed graphic components of the strategic communications package and created graphic design concepts and appropriate creative solutions.
  - Reviewed architectural drawing submissions including schematic drawings, design development, design intent drawings, and construction documents

- **CONTRACT PROJECT MANAGER & DESIGNER**

**5.2011 - 3.2012**

U.S Department of Energy, Washington, D.C.

- Supervised departmental moves for space consolidation
- Coordinated multiple contractors to ensure budget, timeline, and expectations of clients and departmental directors are met
- Maintained open lines of communication between contractors, designers, managers, and client for duration of the project
- Created project schedule and ensure milestones were met
- Attended weekly team meetings to review and report job progress
- Met with Director and Deputy Director of the Facilities department to report on projects
- Met with clients who requested the services of Facilities for space reconfigurations
- Created construction packages to include demolition, new construction, electrical, phone and IT
- Ensured projects were done in accordance with government regulations
- Oversaw and coordinated the execution of space alterations in the Department of Energy Headquarters and leased buildings
- Acted as liaison between DOE and outside architecture and design firms
- Managed high priority internal clients and assignments

## **OTHER DESIGN EXPERIENCE**

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- **DESIGN CENTER MANAGER**

**8.2014 – 1.2028**

Dan Ryan Builders, Raleigh, NC

- Promoted from Design Coordinator to Manager in less than 1 year
- Managed interior selections for 475+ home in 2015, 500+ homes in 2016, 675+ homes for 2017
- Created Exterior Color Schemes
- Used design and budgeting expertise, create Design Packages as tools for homes buyer and sales agents
- Troubleshoot field issues
- Programed, designed, and executed Design Center renovations
- Ran customer meetings to make electrical and finish selection for homes ranging from 1200sq.ft to 6000 sq. ft.
- Oversaw spec homes to ensure best design for budget identified by sales agents
- Maintained vendor relationships while ensuring we are on par with market trends and competition offerings
- Highest customer satisfaction in the Division (97%)

- **HEALTHCARE ACCOUNT MANAGER**

**10.2012 - 8.2014**

Storr Office Environments, Raleigh, NC

- Responsible for New Business Development
- Created of project scope and budget
- Managed team composed of stakeholders, purchasing agents, architects, designers, construction managers, and product manufacturers to drive project
- Leveraged expertise as a designer to ensure best fit solutions
- Marketed company and company brands to new business clients
- Project managed bids
- Performed field measurements and site verifications as needed
- Produced drawings and renderings as requested or needed
- Co-organized Healthcare Forum for architectural & design firms and healthcare facilities personnel

- **INTERIOR DESIGN INSTRUCTOR**

**3.2012 - 10.2012**

The Living Arts College, Raleigh, NC

- Created and taught all Interior Design course curriculum and acted as mentor to 10-15 students
- Fostered relationships with the Raleigh Interior Design community
- Advised Director of Education on direction of the program to ensure students received an education, which will prepare them for professional practice

- **INTERIOR DESIGNER & PROJECT COORDINATOR** **5.2008 - 8.2010**  
 Huelat Davis (Formerly Huelat Parimucha), Alexandria, VA

  - Provided support for planning, designing, and furnishing healthcare related spaces
  - Estimated material requirements and costs, and presented design to client for approval
  - Led team for custom furniture design for international project
  - Conferred with clients to determine factors affecting planning interior environments, such as budget, and architectural preferences, etc.
  - Advised client on interior design factors such as space planning, layout and utilization of furnishings or equipment, and color coordination
  - Subcontracted fabrication, installation, and arrangement of carpeting, accessories, paint and wall coverings, art work, furniture, and related items
  - Supervised and coordinated all aspects of design projects with multiple construction trades
  - Designed and managed construction documents
  - Created, reviewed, and managed furnishing specifications
  - Designed, reviewed, and managed shop drawings
  - Created full scale furniture package for offices, lobbies, waiting, and administrative areas for multi-million dollar international health campus and oversaw their award to the deserving vendor
  - Selected FF&E for public areas and office spaces for private practices, patient treatment centers, and acute care hospitals
  - Created and implemented Sustainability practices and standards for firm
  
- **JUNIOR SPACE PLANNER & DESIGNER** **10.2007 - 4.2008**  
 Bialek Environments, Rockville, MD

  - Introduced design department to SketchUp and led instructional sessions on how company could implement into design presentations
  - Performed field measurements and site verifications for space planning of freestanding and systems furniture
  - Developed documents for conformance with design concepts and construction administration activities
  - Created and delivered client presentations
  - Performed specific project interior design, space planning, and development tasks including drawings, calculations, cost estimates and specifications
  - Reviewed drawings prepared by others
  
- **PROJECT MANAGER & DESIGNER** **2.2006-12.2006**  
 Beyond Closets, Sterling, Virginia

In this residential and commercial millwork company I worked directly with clients to create one of a kind millwork for residential and small commercial projects. It was a fast paced work environment which required strong interpersonal skills, quick thinking, problem solving and creativity. Position required one to be a self-starter, organized, and possess strong communication skills.
  
- **DESIGN ASSISTANT & OFFICE MANAGER** **8.2004-12.2005**  
 Lohre Interior Consultants, McLean, Virginia

At this commercial design firm I was tasked with executing the day to day operations necessary to keep the flow of business running smoothly. I was entrusted with both vendor and client relations as a result of exceptional ability to resolve logistical issues and client concerns. This created an excellent relationship between the company and those with whom business was performed. My level of organization and dedication to the growth and success of the company freed the owner's time to build her client base, boosting her sales to \$1 million within the first year of my employ.

## **TECHNICAL SKILLS**

- |           |                    |                     |                        |
|-----------|--------------------|---------------------|------------------------|
| ○ AutoCAD | ○ Archicad         | ○ 20/20             | ○ Adobe Creative Suite |
| ○ Revit   | ○ Microsoft Office | ○ Microsoft Project | ○ Omniplan             |

## **VOLUNTEER ACTIVITIES**

- Mentor to Meredith College – 2017
- Habitat for Humanity
- International Interior Design Association (IIDA)
  - Triangle City Center – Steering Committee Member 2012-2014
  - Mid-Atlantic Chapter, Student Coordinator, Founded the Student Hub 2008-2012
  - Washington Metro City Center-Healthcare Forum Chair, Member Sustainability Working Group 2008-2012

## **EDUCATION**

- Master of Arts - Major: Interior Design - Marymount University
- Bachelor of Arts - Major Studio Art, Minor: Business Management - Coastal Carolina University

## Dana Cross

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**From:** Ann McCord <ann@redacted>  
**Sent:** Monday, April 12, 2021 9:09 AM  
**To:** Dana Cross  
**Cc:** Dave Bush  
**Subject:** A&PB Application

Dana:

I would like to submit my name for consideration for membership on the Architecture and Planning Board.

My qualifications are as follows:

- Thirty (30) year resident owner who has completed a full “to the studs” renovation of a combined unit. This process allowed me to see and appreciate how our building and units are constructed.
- Membership on the HVAC task force that worked with other residents, Management, and the Board to write the specifications for installation of the ductless mini-split HVAC systems.
- Membership on the Covenants Committee.
- Membership on the Resolution Revision Committee.
- In my professional life, I oversee multi-million dollar projects that require both extensive research and planning in order to ensure the project is executed not only to the highest standards but also brought in on budget and on time.

I am extremely interested in serving on the A&PB not only because I am interested in historic preservation and renovation but also because I believe we, as owners and residents, have a responsibility to help our community remain vibrant and viable.

Please let me know if you require any additional information.

Best,

Ann McCord  
1427 Martha Custis Drive

703-625-6126



## **Ann Wheaton, AIA**

Cell phone: [REDACTED]

Email: [REDACTED]

### Designer and Architect

I am a licensed Architect with GBR Architects, LLC, in Alexandria, VA, where I have worked since March 2016. Over my 25 years in the field, I have overseen a range of projects from commercial buildings, such as two Whole Foods Markets while at MV+A in Bethesda, to the renovation of historic buildings, most recently at the National Courts' Dolley Madison House and, earlier, while at EwingCole, at the Library of Congress John Adams Building.

My focus is on delivering projects in a timely fashion while working closely with clients to meet their needs. My abilities include design, project management, ADA compliance and detailing. I find joy in creating a thing of beauty, whether in the built environment or on a sketch pad. One of my greatest pleasures is the collaborative aspect of architecture that weaves together the practical and the aesthetic to create the places we inhabit. At GBR, EwingCole and MV+A, I have worked closely with various disciplines including Historic Preservation Architects and Landscape Architects as well as Civil, Geo-Tech, Structural, MEP, Hazmat and Life Safety engineers.

- Registered Architect in Maryland; NCARB certified.
- CADD Proficiency; BIM Revit Experience; Adobe/Bluebeam PDF, Sketch-up and Powerpoint.
- LEED Green Associate.
- Experience with the International Building Code (IBC) 2009 and 2012.
- Extensive experience applying Accessibility Codes including ANSI 117.1.

### GBR Architects, LLC: 2016 – 2019, Alexandria, VA

I am currently overseeing the installation of security bollards at the Dolley Madison House and Howard Markey Building, which together house the U.S. Court of Federal Claims and the U.S. Court of Appeals for the Federal Circuit. On behalf of the General Services Administration, our team presented the project to the Commission of Fine Arts, the National Capital Planning Commission, the DC SHPO, the DDOT Public Space Committee, U.S. Secret Service Marshalls and the NPS White House Liaison.

In 2019-2020, I worked on a major addition for the Oakwood School, a small K-8 private school in Annandale, Virginia, for children with learning disabilities. Construction is currently underway.

In 2019, I was part of a team that provided construction drawings for the interior renovation of the Gonzaga College High School Jesuit Priests' Residence in Washington DC.

That same year, I oversaw the first phase of a 5-phase project replacing chilled and hot water piping for fan coil units in the historic houses that include the Dolley Madison House, the Cosmos Club and the Benjamin Tayloe House, all part of the National Courts mentioned above. Again, the expertise of the mechanical and hazmat engineers as well as the historic preservation architect made the project a pleasure to work on.

In 2016-18, I oversaw the full gut-and-remodel of a townhouse on Capitol Hill for the Friends Committee on National Legislation into the Quaker Welcome Center on the first floor and apartments above.

In 2017, I was part of the team that produced construction drawings for a major expansion of the Jewish Primary Day School on 16<sup>th</sup> Street here in the District, now the Milton Gottesman Primary Day School.

Personal: From an early age, I drew my surroundings. While I studied German Literature in college, a furniture design course I took at the UVA School of Architecture during my last year changed the direction of my life. In 1986, I entered an architecture program at UVA and never looked back.

I graduated in 1990 with a Masters in Architecture. I took time off to raise two sons, returning to work in 1995. I received my license in 2006. I have an avid interest in Passive House design and participate in local AIA programs. I enjoy biking and take painting courses at the Alexandria Art League when time allows.

University of Virginia, Masters of Architecture

University of Virginia, Bachelor of Arts

Rotary Scholarship to study at the University of Tuebingen in 1981

In 2009, I moved to Lancaster, PA, for my husband's work. Due to the ensuing financial crisis, I was part of a fourth round of lay-offs at EwingCole's Philadelphia Office in 2011. I opened my own consulting firm in Lancaster a year later, which allowed me to work as a private contractor for other local firms for specific projects when there was otherwise very little work available.

Wheaton Architecture, LLC: 2012 – 2014, Lancaster, PA

**217-219 West King Street** – Lancaster, PA, May - Dec 2014

Contract with Community Heritage Partners – Lancaster, PA.  
Preliminary Code Review.

**Groff Store-House** – Leola, PA June - Aug 2014

Contract with Community Heritage Partners – Lancaster, PA  
CDs for 2,000 sf. Exterior Renovation.

**Rowan University Auditorium Renovation and Upgrades** – Glassboro, NJ, Jan – Mar, 2014.

Contract with Entech Engineering – Reading, PA  
Coordination of multi-discipline renovation of a large auditorium. CADD/Revit drawings.  
Use of the IBC 2009 and ANSI 117.1 for Companion Seating.

**Willow Valley Clubhouse** – Lancaster, PA Contract Work, Apr – Nov 2013

Contract with Bernardon Haber Holloway Architects  
Design-Build Shell for a Retirement Community Clubhouse - CDs for an 18,000 SF. Revit.

**Feasibility Study - Penn. Academy of Art & Design Apartments** – Lancaster, PA May-Aug 2012.

Contract with Tippetts Weaver Architects, Lancaster, PA.  
Renovation of existing office space into residential apartments.

EwingCole: 2006-2011, Washington DC and Philadelphia PA Offices

**C-17 Air Crew Life Support Facility at Dover Air Force Base** – Dover DE, 2009

Detailed exterior shell, classroom space for Pilot training and a warehouse for pilot supplies.  
Detailed an Accessible Entry Door with ADA Bollard per IBC 2006/ANSI 117.1.  
Coordinated drawings with Electrical, Mechanical, Structural and Life Safety Engineers.

**Harold Washington Federal Building Conference Center** - Chicago, IL 2008

CDs of existing and Kitchen and Cafeteria converted to a small Conference Center.  
Coordinated MEP, Structural and Life Safety drawings with architectural drawings.

**Fallon Federal Building Lobby Entrance Desk and Information Desk** - Baltimore, MD 20082.

Entrance Desk incorporated X-ray machines and connections to metal detectors.  
Information Desk to provide directions to ICE Visa Review and Veterans Administration.

**Library of Congress Fire Egress Improvements** – Wash., DC – Architect of the Capitol 2007

Designed ADA-compliant monumental bronze-and-glass entry doors for the Library of Congress John Adams Building, as part of a larger fire egress improvements project.  
Coordinated drawings with Mechanical, Electrical, Structural and Life Safety Engineers.

**Philadelphia Naval Shipyard: Bldg. 4 Auditorium, Lobby and Restroom Renovation** - Phil, PA 2009.

Wheelchair, Companion Seating, Aisle Lighting and Aisle Railings for 100-seat Auditorium.

**Sanford Children's Hospital Entry Canopy and Connector Bridge** - Sioux Falls, SD, 2007.

CDs for a steel structural frame with a curtain wall Canopy and an 8,500 sf curtain wall bridge building.

Mushinsky Voelzke Associates (MV+A): 2004 – 2006, Bethesda, MD

**Whole Foods Market Cleveland** - Cleveland OH - 2005-2006.

CDs for a one-story 44,000 sf grocery store with roof-top parking. Successfully argued with IBC officials that only one of the two egress stairs was required to be enclosed. 2005.

**Woodland Park Crossing** - Leesburg VA, 2005.

CD's for a two-story 16,000 sf office/retail shell.

**Whole Foods Market Fairfax– Exterior Shell and Interior Fit-Out** – Fairfax, VA. 2004-2005

CD's and CA for a 60,000 sf 1-story grocery store.

WMCRP Architects: 2000 – 2003, Lanham, MD

**Jewish Primary Day School** – Interior renovation of an existing K-8 school, Washington DC 2003.

**The Foundation School** - CD's for a new K-12 school, Lanham MD 2002-2003.

**Bladensburg High School** - Interior Furniture Layout, Bladensburg, MD 2002.

**Oxon Hill High School** - Feasibility and Schematic Design, Oxon Hill, MD 2001-2002.

Smith Group: 1997-1999, Washington, DC - Intern

**1898 Eye Street, Spec Office Building** – *Smith Group*, Washington DC, 2000 New Construction.

**Washington Post Building** – *Smith Group*, Washington DC, 1998-1999

Survey and CADD drawings for Existing Conditions of the Washington Post Building.

Historic American Building Survey: 1995-1997, Washington, DC – Draftsman

**Healy Hall, Georgetown University** – Washington, DC 1997: Survey of exterior historic facade.

**Statue of Liberty Renovation** – New York, NY, 1997: Cover Sheet Rendering for the Library of Congress.

**Taft Memorial Bridge** – Washington, DC, 1995: Cover Sheet Rendering for the Library of Congress.

**Natchez Plantation** – Natchez, MS, 1994: Cover Sheet Rendering for the Library of Congress.

#### Education

M Arch	Architecture	University of Virginia, 1990
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BA with High Honors	Literature	University of Virginia, 1980
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#### References

Dave Moran - Previously Architect at EwingCole Architects and Engineers, Philadelphia, PA 19106

Currently: Project Manager at Prime AE Group, Baltimore, MD.

Contact Information upon request.

Richard A. Delaney AIA – Previously Project Manager at EwingCole

Currently: Architect at Prime AE Group, Baltimore, MD.

Contact Information upon request.

ANNA FERNEZIAN

April 13, 2021

Dear Parkfairfax Board of Directors

It is my understanding that the Board has approved the reinstatement of the Architecture & Planning Board. I'm requesting to be a candidate for membership in the APB.

As an owner since 1998, I have a strong and vested interest in the architectural integrity of the community and as a former Board member, I understand the planning process. There is a deep need for thoughtful and thorough investigation of options, materials, and ultimately the costs that impact reserves.

My experiences within and outside of Parkfairfax are as follows:

- Nearly 30 years of residence in Parkfairfax, moving here in 1992, watching the changes and developments over that long term.
- Board member from 2013-2019 listening and actioning on Covenants appeals and other requests from all over the community on a number of actions that are governed by AR2.
- Liaison for the Community Outreach committee where we sponsored a Welcome New Residents gathering quarterly and had opportunities to ask newcomers as to why they bought or rented units in Parkfairfax. I learned that the landscape, charm, historical environment, were all part of that decision. New owners had many questions about the rules and allowances for their units that I endeavored to answer accurately. There are many communities in our area to choose from and we know that Parkfairfax has a special feel.
- Renovation experience internally and externally on my own unit such as: kitchen and bath renovations, laundry installation, split system HVAC, sections of wall removals, deck boards, landscaping, and erosion control involvement. Contributed to the design and materials ideas for the hillside improvement in front of Building 948 (Preston Road) which was a major site-line/curb appeal factor near Spruce Island.
- Other home renovations from 2000-2021 for investments dealing with local code requirements
- Employed as a business strategist with experience in budgeting, planning, evaluation of alternatives, and focusing on the long-term outcomes based on decisions made today
- Sound, reasonable, and judicial decisions for recommendations to upper management and the Parkfairfax Board, e.g. evaluation of the cloud-based solutions used by the Parkfairfax management (M-Files, Office 365, digital transformation of nearly 75 years of documents sitting in the basement)
- Recent evaluation of the Reserve Study and the recommendation for a significant increase in the reserve funds for the upcoming repairs and replacements for our aging community.

I believe that I can contribute and participate in the reestablishment of this important committee focusing on the long-term sustainability, viability, and visual enhancements

for Parkfairfax.

Please consider my qualifications as a member of the Architecture and Planning Board.

Best Regards

A handwritten signature in cursive script that reads "Anna Fernezian". The ink is dark and the signature is fluid.

Anna Fernezian  
M: 703-659-5059



## Jacquelyn Bianchini, PRSA

3718 Valley Drive · Alexandria, VA 22302

~~jacquelynbianchini@gmail.com · (202) 599-1818~~  
@JBianchiniDC

### PROFESSIONAL EXPERIENCE

#### AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS · Washington, DC

*Media Relations and Public Awareness Manager*, March 2019 to Present

Worked with landscape architects to increase awareness of their important work through public outreach channels including social media, web, marketing, event coordination, m expert training and deployment, and more. Worked with partner organizations to spread knowledge of the importance of landscape architecture and its invaluable role in helping communities mitigate the damage from and adapt to the new realities introduced by ongoing climate change. Served as Communications Lead on team that plans and executes the annual Conference on Landscape Architecture, the largest gathering of landscape architects and allied professionals in the world. Built and maintained relationships with partner organizations to amplify our message, build ASLA as a leader in the field, and achieve strategic goals.

#### WELL & LIGHTHOUSE, LLC · Washington, DC

*Content Director*, January 2015 to March 2019

As the youngest director in firm history, built collaborative team of writers, designers, and freelance content creators who collectively produced 300-500 pieces of original content per month, raised over \$100 million, and generated hundreds of millions of impressions. I conceptualized, coordinated, and executed digital communications for candidates, non-profits, and organizations.

*Senior Writer and Content Manager*, July 2013 to December 2015

*Junior Writer/Strategist*, March 2012 to June 2013

#### ALLIANCE FOR AMERICAN MANUFACTURING · Washington, DC

*Fellow*, October 2011 to December 2011

#### OFFICE OF CONGRESSMAN MICHAEL E. MCMAHON [D-NY] · Washington, DC

*Staff Assistant*, June 2010 to December 2010

*Congressional Intern*, June 2009 to May 2010

#### NATIONAL ARCHIVES AND RECORDS ADMINISTRATION · Washington, DC

*Archival Technician*, June 2007 to September 2009

#### NATIONAL EDUCATION ASSOCIATION · Washington, DC

*Intern, Campaigns & Elections/Government Relations*, June 2008 to August 2008

### VOLUNTEER & FREELANCE EXPERIENCE

#### CRYSTAL CITY CIVIC ASSOCIATION · Arlington, VA

- Elected Communications Director in 2019
- On-the-record spokesperson for local media & outlets; rebuilt website; redesigned newsletter and handout materials.

#### ARLINGTON COUNTY BOARD OF ELECTIONS · Arlington, VA

- Election Officer and Assistant Chief of Precinct

#### CROUDSKOUT · Washington, DC

- Produced blog posts, think pieces, brochures, and other written materials.
- Consulted on best marketing practices in key verticals.
- Reviewed and edited internal and external documentation.

**ON-RECORD  
EXAMPLES**

“Sustainability: Landscape Architects Take Steps Toward Carbon-Neutral Communities”  
[Associations Now](#), August 2020

“Landscape Architects Shift Emphasis to the Ecosystem”  
[Associated Press](#), February 2020

“reVISION ASLA”  
[Everything but the Building Podcast](#), October 2020

“Crystal City Offers A Hand (And Beer) To Renters As Amazon Moves In”  
[WAMU](#), February 2020

**RECOGNITIONS  
& MEMBERSHIP**

*Land8 Social Media Award*, 2019 & 2020  
*Founding Member*, Women’s Campaign Forum Alumni Association  
*Member*, National Association of Professional Women  
*Member*, Professional Women in Communications  
*Member*, Public Relations Society of America

**EDUCATION**

**COMMUNITY LEADERSHIP INSTITUTE** · Washington, DC  
*Metropolitan Washington Council of Governments*  
Program Graduate, 2018

**JOHNSON GRADUATE SCHOOL OF MANAGEMENT AT CORNELL UNIVERSITY** · Ithaca, NY  
Graduate Certificate in Marketing Strategy, 2017

**THE GEORGE WASHINGTON UNIVERSITY** · Washington, DC  
Bachelor of Arts in English Literature, Minor in Political Science and Creative Writing, 2010

**SKILLS &  
PROFICIENCIES**

Google AdWords · Google Analytics · Facebook Blueprint · Social Media  
Website CMS (Ektron, WordPress, SquareSpace) · Microsoft Office · HTML  
Email Platforms (Higher Logic, MailChimp) · Adobe (PhotoShop, InDesign, Premiere Rush)  
News Monitoring Systems (Meltwater, Cision, Newswire) · AMS (iMIS)  
Social Media Monitoring (HootSuite, Social Sprout) · GSuite  
Project Management Systems (Basecamp, AirTable)

Kristen Mowery  
3615 Gunston Rd  
Alexandria, VA 22302

[kristen.mowery@gmail.com](mailto:kristen.mowery@gmail.com)

March 16, 2021

Parkfairfax Board of Directors  
3360 Gunston Rd  
Alexandria, VA 22302

Dear Board Members,

I am writing to express my interest in joining the Parkfairfax Architecture and Planning Board. My husband Peter and I are lucky to call Parkfairfax our home. We have greatly enjoyed getting to know the nooks and the crannies of the neighborhood. We, as a community, are lucky to have a historically designated property with the preserved garden style building and green spaces that make this community so desirable. As we look forward to updating AR2 and architecture elements in our community I think it is important to keep the historic nature of the buildings in mind. At the same time, I think we must be mindful that there are antiquated rules and regulations in AR2 that could be updated to make it easier for owners to invest in their property and invest in the larger community as a whole.

I have experience working on historic properties in Georgetown and the greater DC metro area in respects to the exterior of their homes. I am also an active member of the DC Preservation League. While these experiences will help in determining what is best for the community, I believe in listening to all sides and opinions and making decisions based on what is best for the community.

Thank you for your consideration!  
Sincerely,



Kristen Mowery



# KRISTEN MOWERY

3615 Gunston Road, Alexandria, VA 22302 · (410) 555-8850

[kristen@mowery@gmail.com](mailto:kristen@mowery@gmail.com)

## EXPERIENCE

### MAY 2015 – PRESENT

#### ACCOUNT MANAGER, MCHALE LANDSCAPE DESIGN

- Converted annual contracts for over 90 clients ranging in size from \$5,000 to \$60,000 into more than \$1.5 million in sales revenue annually.
- Oversaw management of multiple projects, including cost analysis, preparation of estimates, negotiation of contracts, scheduling and execution
- Improved the department operations through reorganization to facilitate long-term calculated growth while streamlining operations to reduce the labor rate by 10%.
- Collaborated with the Division Manager on identifying and executing new sales and marketing capabilities geared toward increasing division revenue from \$1 million to \$2 million.
- Audited accounts yearly to ensure the accuracy of inventory used and annual labor costs with the goal of reaching a 50% gross margin on all projects.
- Effectively planned and directed multiple, complex projects of tactical importance with over 90 projects, 100 stakeholders, and 18 employees logistically disbursed throughout the D.C. Metro area.
- Sustained the customers' existing revenue spending and strategically up-sold additional products by marketing economical, adaptable products and services creating additional 49% revenue.
- Improved routing for employees allowing for a 10-20% increase in productivity.

### AUGUST 2012 – MAY 2015

#### ASSISTANT ACCOUNT MANAGER, MCHALE LANDSCAPE DESIGN

- Provided management expertise for day-to-day operations of \$6 million entire maintenance division
- Made significant contributions to reach business objectives and facilitate long-term growth
- Assisted in the management of multiple projects, including cost analysis, preparation of estimates, negotiation of contracts, scheduling and execution
- Assisted in the management of accounts receivable and accounts payable records
- Ensured quality control, troubleshoot client problems and guaranteed client satisfaction
- Responsible for the procurement of seasonal plant and other materials for the Northern Virginia division, totaling \$250,000
- Directed accurate and timely delivery of equipment and materials to the appropriate locations

### JUNE 2011 – AUGUST 2012

**PROPERTY MANAGER, CHAPEL VALLEY LANDSCAPE COMPANY**

- Managed 45 maintenance clients with a revenue of over \$500,000
- Prepared estimates for additional services and planting installations
- Created maintenance schedule for 12 employees
- Ensured quality control, troubleshoot client problems and guaranteed client satisfaction
- Directed accurate and timely delivery of equipment and materials to the appropriate locations

**AUGUST 2010 – JUNE 2011**

**LANDSCAPE DESIGNER, CHAPEL VALLEY LANDSCAPE COMPANY**

- Developed landscape enhancement designs for commercial and residential maintenance customers
- Met with clients to gather information on final desired product
- Create base maps and masterplan with Auto CAD; present perspectives using SketchUp
- Design and oversaw implementation of seasonal color rotations

**MARCH 2009 – AUGUST 2010**

**LANDSCAPE DESIGNER, MOON BROTHER LANDSCAPING**

- Developed landscape enhancement designs for new and existing clients

## EDUCATION

**DECEMBER 2008**

**BACHELOR OF SCIENCE LANDSCAPE CONTRACTING, PENNSYLVANIA STATE UNIVERSITY**

- Horticulture Club: President 2007-2008, Secretary 2006-2007
- Concert Choir: President 2006-2007
- Essence of Joy Treasurer 2007-2008

**JUNE 2004**

**INDIAN VALLEY HIGH SCHOOL**

## ACTIVITIES

Essence of Joy Alumni Singers  
DC Preservation League

5/1/2020

• • •

Martori, Paula  
3122 Martha Custis Drive  
Alexandria, VA. 22302

To the Parkfairfax Board of Directors,

I am requesting appointment to the Architecture & Planning Board (A&PB).

For the last six years I have served as a member of the covenants committee, and I have previously served as a member of the Rule Review Committee (RRC) that was formed in 2014 and retired in 2016. As a long term member of the covenants committee I am very familiar with the frustrations that community members experience with outdated resolutions and specifications, and how common element space should be utilized.

I have been a long term advocate that Parkfairfax needs to develop a process for a revolving review of covenant specifications and administrative resolutions to ensure that residents have the flexibility to use materials and designs that reflect current industry practices, while still maintaining our overall Williamsburg charm.

I currently work for a federal agency as an Information Technology (IT) Program Manager (PM). As an IT PM I have extensive experience in planning and problem-solving. On a daily basis I am involved with analyzing costs versus benefits, creating budgets, evaluating and mitigating risk and managing communications with small and large stakeholder groups. This experience will translate directly to the A&PB committee goals.

I plan to make my home in Parkfairfax for the next ten to twenty years and I don't want to become a resident who sits on the sidelines and complains about decisions that are made by the board of directors and the management company. I want to look out on my community and know that Parkfairfax is a great place to live because I actively participate in ensuring that we retained our overall park appeal while still moving forward.

Sincerely,

*/s/ Paula J. Martori*

Martori, Paula

Enclosures  
Resume - Paula Martori -- Resume 2021

**Paula J. Martori**  
3122 Martha Custis Drive  
Alexandria, VA 22302

[REDACTED]  
[REDACTED]  
[REDACTED]

Social Security #:  
Citizenship: United States  
Security Clearance: NA  
Veterans' Preference: 5 point

**POSITION: Computer Specialist**  
**VACANCY ANNOUNCEMENT: NA**

#### **OBJECTIVE**

To work for an organization where I can use my skills as a project manager and computer specialist to provide direction, support and leadership.

#### **SUMMARY OF QUALIFICATIONS**

- Excellent leadership skills and ability to follow through on assignments
- Strong communicator who has worked with stakeholders from many different organizations
- Experienced project manager
- Skilled in IT software/hardware integration, Life Cycle Management, requirement analysis, configuration management, program development/management and implementation

#### **TECHNICAL CERTIFICATIONS**

Microsoft Certified Professional 2000 (MCP), Microsoft Certified System Engineer NT 4.0 (MCSE), Microsoft Certified Professional + Internet NT 4.0 (MCP+I), Net+

#### **WORK EXPERIENCE**

##### **Department of Transportation (DOT), FAA**

800 Independence Ave, SW, Washington, DC 20591  
Supervisor: Melissa Passmore

##### **Computer Specialist, 334**

05/2013 – Present  
40 hours per week  
Salary: FV J

- IT Program Manager (PM) for the Enterprise Program Management Service (EPMS), Office of Information and Technology Services (AIT), responsible for overseeing the development, implementation and maintenance of Enterprise IT systems
- Proven ability to effectively analyze business requirements and lead development and testing efforts in an Enterprise environment
- Leads all phases of IT technology deployments, including: requirements gathering, design, cost analysis, vendor selection, development, testing and implementation
- Collaborates with divisions and offices within FAA, provides guidance in regards to automating their business processes
- Partners with service offices within AIT to bring resources together to resolve difficult IT challenges
- Handles contracting resources to include managing budgets and people

##### **Department of Transportation (DOT), FAA**

950 L'Enfant Plaza North, SW, Washington, DC 20591  
Supervisor: Leslie Colberg (202) 385-6396

##### **Management & Program Analyst, 343**

08/2009 – 05/2013  
40 hours per week  
Salary: FV J

- Project coordinator for the Aircraft Maintenance Division (AFS-300)
- Works with Division management to define project scope, goals and objectives
- Develops detailed milestone driven project schedules, tracks and reports status of critical tasks associated with the project to management
- Conducts risk management and provides quality control from the start of the project through to final implementation
- Works with stakeholders internal and external to the Federal Aviation Administration (FAA)
- Self-motivated and works well as a team member

Paula J. Martori  
Supervisory Computer Specialist  
Vacancy Announcement: ACT-AIT-18-AEM210-55064

**L3 Communications – Senior Systems Engineer**

11955 Freedom Drive, Reston, VA 20190

Supervisor: Linda Koppier (703) 434-5183

01/10/05 – 02/2008

40 hours per week

Salary: \$87,389

- Senior system engineer supporting the Operations Safety System (OPSS) application suite, at the Federal Aviation Administration, National Headquarters. The OPSS application suite was designed specifically for the FAA, Flight Standards Service and is comprised of eight end user applications and over 120 SQL 2000 servers deployed Nation wide, in Europe and Asia
- Leads acceptance testing of new releases of the OPSS application suite, service packs/hot fixes, and database modifications before they are provided to the Configuration Management team.
- Serves as L3 site Configuration Management Manager for the OPSS application suite.
- Provides technical oversight to AVS Support Central, Tier 1 - 2 help desk
- Training Coordinator for the Industry Operations Safety System (IOPSS). Coordinates all aspects of the IOPSS nationwide training program to include scheduling training sessions, creating and providing training support material, and providing technical expertise to local computer specialist

**ASRC Aerospace Corporation – Systems/Network Administrator**

6303 Ivy Lane, Greenbelt, MD 20770

Supervisor: Peggy Powell (202) 720-0926

05/05/03 – 01/07/05

40 hours per week

- Network Administrator and Lotus Notes Administrator for the United States Department of Agriculture, Foreign Agricultural Service (FAS)
- As Network Administrator, trouble shoots basic connectivity issues on 68 Windows 2000 domains, 31 Peer 2 Peer networks and, 600 clients in the Foreign Overseas Service at the USDA
- A member of the Configuration Management team and Life Cycle development team conducting extensive research on emerging technologies for deployment across the Overseas domains and at Individual Overseas Posts
- Provides superior customer service to Overseas customers, bridging cultural and language barriers

**Digicon Corporation - Technology Program Coordinator**

1355 Piccard Drive, Rockville, MD 20850

Supervisor: David Rowland (202) 493-5549

08/01/01 – 04/30/03

40 hours per week

- Technology program coordinator for the AVS Help Desk at the Federal Aviation Administration, National Headquarters
- Responsible for the day to day operations of the AVR Help Desk consisting of 700 end users
- Provided technical support for users which included installation and implementation of software, hardware, software upgrades, and maintenance of network
- Created and implemented a project management methodology, with the main focus being on Software Development Life Cycle.
- Provided guidance and training to staff and user community
- As a member of the organizations technology configuration management team, organized and executed several projects to the entire AVS workforce (700 clients), such as: migrating the client workstations operating systems to Microsoft Windows 2000, server migrations from Novell to Microsoft 2000, a software migration from CCMail to Lotus Notes, and several hardware (platform/printer) refreshes

**COMSYS - Information Technology Staffing**

Birmingham, Alabama

01/02/01 – 06/30/01

40 hours per week

- Help desk lead at Pursell Industries, a growing company of 600 employees, and a MIS staff of 15
- Responsible for maintaining the Access Problem Report database. Determined the severity of a call, logged it in the database, and followed the progress of the call to ensure the problem was adequately resolved and the ticket closed
- Established a reporting format for statistical analysis of Help Desk requests using Excel spread sheets, PowerPoint presentations and the Access database. Gave management the tool it needed to conduct a trend analysis and focus on areas that need improvements

**United States Army, Military Police, Rank: Staff Sergeant, 1988 to 2000**

Paula J. Martori  
Supervisory Computer Specialist  
Vacancy Announcement: ACT-AIT-18-AEM210-55064

- Coordinated and synchronized the movement and closure of 14 directorates/activities, and seven subordinate commands from Ft McClellan (FMC) to Ft. Leonard Wood (FLW)
- Scheduled and coordinated all conferences, briefings and video teleconferencing between FMC, FLW, TRADOC and Department of the Army Activities
- Prepared PowerPoint presentations for General Officer briefings
- Monitored the execution of a \$70,000 budget
- Developed and executed training events
- Supervised an 11 member team, completed Army management training
- Provided expertise in physical and document/communication security
- Performed duties as a Military Policeman
- Forward deployed to Bosnia, Haiti, Honduras and Cuba

#### **EDUCATION**

New Horizons Computer Learning Center, Birmingham Alabama, - Year 2000; Napa Valley Basic Police Academy, Certificate of Completion, Law Enforcement - 1988 California State University, Sacramento, California - 1984 to 1987

Diablo Valley Junior College, Pleasant Hill California – 1983 to 1984

April 14, 2021

Board of Directors  
Parkfairfax Condominium Unit Owners Association  
3360 Gunston Rd.  
Alexandria, VA 22302

Re: Application to become a member of the Architecture & Planning Board

To Whom It May Concern:

I am interested in serving as one of the seven members of Parkfairfax's Architecture & Planning Board (A&PB) for a two-year term beginning this June. I believe my 23-year history as a resident/owner in Parkfairfax as well as my 33-year career as an architect, make me an ideal candidate.

I first moved to Parkfairfax in 1998. I rented a one-bedroom Adams unit on Valley Dr. I was single at the time, but by 1999 my fiancé moved in with me. We got married a year later in 2000 and soon thereafter bought a Washington unit on Gunston Rd. We moved overseas in 2002 and sold our unit, but when we returned to the DMV in 2014, we bought a Lincoln unit on Valley Dr. During my time living in Parkfairfax over the decades, I have become very familiar with the common elements of our community. And I'm not just referring to our pools, tennis courts, basketball court, gym, woodlands and the maintenance yard – all of which my family and I use and love. I'm also referring to our attics, because the Washington unit we owned had an attic; and our crawlspaces, because the Lincoln unit we own has a crawlspace. Through the renovations of both those units, I learned the critical importance of these spaces to not only our wellbeing, but to that of the other residents in our building. Another common element are our roofs, whose maintenance and eventual replacement are an important item which I brought up during the Capital Improvement Projects Townhall back in December. I strongly believe that common elements like our attics, crawlspaces & roofs require vital policy and policy enforcement to ensure the public health, safety and welfare of all Parkfairfax owners and residents. The fires we had in August 2017 and February this year painfully emphasize this point.

As to my career, I graduated architecture school in 1988 from Carnegie Mellon University. I fell in love with the city of Pittsburgh during my five years studying there, so I chose to remain in the city after graduating. For the next five years, I worked for two different architecture firms in downtown Pittsburgh. The first focused on performing arts spaces, libraries and offices. The second focused strictly on healthcare architecture. I became registered in 1992. In 1993, I began what became a 19-year period working overseas in international development, improving the infrastructure of developing countries – low-income housing, hospitals, schools, city halls, roads, bridges, water and sanitation, etc. Six of those years, I worked for Habitat for Humanity International, the remainder was as a contractor to USAID and the State Dept. When my family returned to the United States in 2014, I returned to the private practice of architecture which is where I have been ever since. I now own a design/build firm that focuses on high-end residential and commercial projects within the DMV.

Thank you for your time and consideration.

Respectfully,

Scott F. Mulrooney

## Dana Cross

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**From:** Susan Blair [REDACTED]  
**Sent:** Tuesday, April 20, 2021 12:13 PM  
**To:** Dave Bush; Dana Cross  
**Subject:** Architecture & Planning Board

Dana and Dave:

I would like to apply for a seat on the Parkfairfax Architecture & Planning Board. I have lived in Parkfairfax since 2007, and purchased my unit four years ago. I am keenly aware of and appreciate the beauty and historic nature of the Parkfairfax buildings and grounds, plus the value of keeping them as close to their original look and architectural intention of the builders.

As a photo editor and now director of photography, I bring over 40 years of very strong visual understanding and strong research skills to this job. I am a team player, have strong organizational skills, and understand budgets well.

Albest,  
Susan  
3710 Lyons Lane (building 545)