

# Ward Two Board Vacancy Appointment Resolution Worksheet

Date: May 15, 2024

## Suggested Motion:

“I move to appoint \_\_\_\_\_ as the Ward Two Board Representative for the Board term of May 2024 to April 2025.”

2<sup>nd</sup>:

## Summary:

Attached are candidate statements for Elaine Lawler and Hector Mares.

## Vote:

	In Favor	Opposed	Abstained	Absent
Scott Buchanan				
Dave Bush				
Matthew Larson				
Jeff Lisanick				
Amanda Mullan				
Scott Mulrooney				
Mike Rothenberg				
Jim Wicker				

Dear Parkfairfax Board of Directors,

I would like to volunteer for the open seat in Ward 2 on the Board of Directors. I have been a homeowner here in Parkfairfax since October, 2018.

Since the planes hit the buildings in New York on September 11<sup>th</sup>, I have devoted my career to service of our Government and Military as a contractor supporting Civilians and Soldiers at places such as the U.S. Air Force Academy and NORAD/NORTHCOM in Colorado and the U.S. Army (Pentagon/Ft. Belvoir) and U.S. State Department since moving to Virginia in 2011. Those positions are listed on the summarized resume enclosed.

Prior to committing myself to that course, I had mostly worked as an entrepreneur, having owned a Sonic Drive In and a Trucking Company, selling homes as a Realtor, and securities and insurance as a Financial Planner and Stock Broker.

I have owned and loved homes since I was 19 years old. I have seen business' run from the inside as an owner, from the outside as an employee, and as a steward and representative of our government.

I know that I do not bring the skills of an Architect or the savvy of an attorney, but I do bring a well-rounded intelligence, an amiable and kind demeanor, and the pride that comes from being your neighbor here in Parkfairfax.

I thank you for your consideration.

Sincerely,

Elaine L. Lawler  
[xoxoxoemily@hotmail.com](mailto:xoxoxoemily@hotmail.com)

**ELAINE L. LAWLER**

**Secret Clearance (Active) // Top Secret Clearance (Inactive)**

Alexandria, Virginia 22302

xoxoxoemily@hotmail.com

**BUSINESS SKILLS**

Human Resources	Security	Executive Assistant	JPAS	Oversight
Management Practices	Publications Management	Facility Management	Decision-Making	Contracts
Logistics/Inventory Mg	Performance Optimization	Presentations	Scheduling	Payroll
Spreadsheets	New Business Development	P&L Responsibility	Negotiation	Budget
Management Processes	Profitability Improvement	Computer Technology	Publishing	Editing
Editor/Technical Writer	Word Processing	Minutes Taking	Correspondence	80 wpm
Budgeting & Finance	Resources Management	Strategic Planning	Financial Planning	Real Estate
Expense Reports	Program Management	Research	10 Key by Touch	Accounting

**PROFESSIONAL EXPERIENCE**

**Department of State, Bureau of Diplomatic Security (DS/C/ST/RME)**

**Program Analyst IV - November 2021 to Present**

*Contract Award - Cherokee National Strategic Partners*

**Program Analyst:** This position supports a team of Cybersecurity Risk Mitigation Engineers and Internet Experts who serve to protect internet services for Department of State employees both in the United States and at 270 Embassies and Posts worldwide.

**PEO Soldier (PM/SPE and PM/SPIE) US Army Ft Belvoir, Virginia - January 2016 to November 2021**

Program Analyst III, Operations/Property Book, Technical Writer/Publisher IV

*Contract Award - NCI Information Systems, Inc. Oct 2011 – May 2020*

**PEO SOLDIER (PM SPIE) US Army Ft Belvoir, Virginia - September 2011 to January 2016**

Logistics Analyst – Due-Out Coordinator – E-Order Coordinator – Unit Nametapes and Patches

*Contract Award - NCI Information Systems, Inc. Oct 2011 – May 2020*

**CIO/G6 IRI (CM & ESD) US Army Pentagon - September 2010 to September 2011**

Project Manager, Quality Assurance, and Executive Administration

*Contract Award - NCI Information Systems, Inc. Oct 2011 – May 2020*

**NORAD/US NORTHCOM U.S. Air Force Colorado Springs, CO - January 2007 to September 2010**

Program Coordinator

*Contract Award - NCI Information Systems, Inc.*

**ADDITIONAL EDUCATION/TRAINING**

- Realtor’s License – Brighton Colorado
- **Insurance Licenses obtained while employed through Prudential Financial**
  - Colorado Life, Accident, & Health (LA&H)
  - Colorado Property & Casualty (P&C)
- **Securities Licenses obtained while employed through Prudential Financial**
  - Series 7, General Securities Representative
  - Series 63, Uniform Securities Agent State Law
- **Air Force Specific Training**
  - Forms and Regulations Standards and Publication
- **Army Specific Training**
  - Pentagon Sponsored
    - Pentagon Action Officer Course
    - Cost Benefit and Analysis Training
    - GFEBs Training
  - PEO Soldier Sponsored
    - Improved Outer Tactical Vest (IOTV) Platform Trainer (a Train the Trainer Certification).
    - Completed the 10-day course Army Basic Instructor (ABIC Training).
    - Survival, Evasion, Resistance, and Escape (SERE) Training.
    - Defense Acquisition University - Acquisitions 101
    - Defense Acquisition University Defense Standardization Workshop – May 2019



## HECTOR MARES – Ward II Parkfairfax Board Candidate

Hello neighbors and fellow Ward II residents,

My wife, Tamara, and I have lived in Parkfairfax since 2007. We love our home in this wonderful community, have made many friends, and have had incredible neighbors while we rented on Wellington, Valley Drive, and Gunston. These positive experiences played a large role in our decision to buy our home on Fitzgerald Lane. The spectacular woodlands, recreational amenities, play areas, wildlife, and location all make this community an exceptional place to live.

Prior to moving to Alexandria, I lived in the sunshine state of Florida where I served as the President of Homeowners Association we lived in. While living in Parkfairfax, I served as the Ward II representative. I also worked as the Program Manager for the Combined Federal Campaign - Overseas while living in Europe. My experience in other positions at various levels in the military, civilian sector, and federal government service has provided me with the skill set to work with a broad diversity of people in seeking creative solutions (Win/Win) to our community's issues.

As the Ward 2 board member,

I will commit my time, energy, and experience to represent Ward II residents and to address community concerns affecting all Parkfairfax residents. My goals as the newly elected Ward II representative are:

- Improve communication
- Fiscal responsibility
- Environmental advocate
- Accountability
- Improve relations
- Involvement
- Community

I know we can ensure Parkfairfax remains an exceptional community. If you have any questions or issues you would like to discuss, please email me: [Hector-Ward\\_II\\_Rep@duck.com](mailto:Hector-Ward_II_Rep@duck.com).

[I ask for your Support and Your Vote. Thank you!](#)

Best Regards,

Hector Mares

[Hector-Ward\\_II\\_Rep@duck.com](mailto:Hector-Ward_II_Rep@duck.com)