



**AGENDA
PURCELLVILLE TOWN COUNCIL SPECIAL MEETING
FEBRUARY 16, 2016, 6:00 PM
TOWN HALL HERITAGE ROOM**

1. **CALL TO ORDER OF REGULAR MEETING** (Mayor Fraser)
2. **INTERVIEW CANDIDATES FOR APPOINTMENT TO THE VACANT SEAT ON TOWN COUNCIL**
 - 6:05 p.m. – 6:50 p.m. – James Wiley (pg. 3)
 - 6:55 p.m. – 7:40 p.m. – Amanda Kadilak (pgs. 5-8)
 - 7:45 p.m. – 8:30 p.m. – Melanie Fuller (pgs. 9-14)
 - 8:35 p.m. – 9:20 p.m. – Eamon Coy (pgs. 15-18)
3. **CLOSED MEETING*** (pgs. 19-21) (Motion pg. 20)
 - a. Discussion and consideration of prospective candidates for the vacant seat on Town Council
4. **APPOINTMENT OF CANDIDATE TO FILL THE VACANT SEAT ON TOWN COUNCIL*** (*if needed*)
5. **ADJOURNMENT**

***Roll Call Votes**

IF YOU REQUIRE ANY TYPE OF REASONABLE ACCOMMODATION AS A RESULT OF PHYSICAL, SENSORY OR MENTAL DISABILITY IN ORDER TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT DIANA HAYS, TOWN CLERK, AT 540-338-7421. THREE DAYS NOTICE IS REQUESTED.

USE OF ELECTRONIC DEVICES DURING MEETINGS

For the comfort and consideration of others, all cellular phones should be turned off or silenced and not used in the Council Chambers. This is requested due to the potential for interference with our recording devices and the transmittal of our hearing impaired broadcast, when in use.

This page intentionally left blank



APPOINTED COMMITTEES, COMMISSIONS & BOARDS APPLICATION

The Town Council of Purcellville is accepting applications from citizens who are interested in serving on one of our appointed committees, commissions or boards. The Town relies heavily on citizens to staff our advisory organizations. Please take time to complete the following information.

Full Name: JAMES O. WILEY
Phone #: Home: 540/338/7406 Cell: Work:
Street Address: 608 GLENMEADE CIRCLE
Mailing Address: PURCELLVILLE, VA 20132
Email Address: JWILEYCM1@AOL.COM

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment.

- Board of Architectural Review
Board of Zoning Appeals
Committee on the Environment
Economic Development Advisory Committee
Parks and Recreation Advisory Committee
Planning Commission
Purcellville Arts Council
Town Council (when vacancy occurs)
Tree and Beautification Commission

NO

Does the applicant have a financial interest in or is the applicant related to anyone with a financial interest in any matter that is either pending before the committee, commission or board or is likely to come before the committee, commission or board? If yes, please describe the nature of the interest:

[Empty box for describing financial interest]

Please check any of these areas of special interest which may apply to you:

- Environment, Land Use, Public Services, Real Estate, Architecture, Finance, Utilities, Preservation, Transportation, Other

Please attach a letter and/or resume describing your interest in being part of the Town's governmental process and how you feel you can contribute.

I understand the information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting.

For additional information, please contact:

Diana Hays, Town Clerk

dhays@purcellvilleva.gov

540-751-2334

6/18/2015

This page intentionally left blank

Hays, Diana

From: noreply@civicplus.com
Sent: Thursday, February 04, 2016 4:02 PM
To: Hays, Diana
Subject: Online Form Submittal: Appointed Committees, Commissions & Boards Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Appointed Committees, Commissions & Boards Application

The Town Council of Purcellville is accepting applications from citizens who are interested in serving on one of our appointed boards, committees, or commissions. The Town relies heavily on citizens to staff our advisory organizations. Please take time to complete the following information.

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting. *

I understand

Full Name: Amanda Athilia Kadilak
Home Phone #: n/a Cell: 571-334-5841 Work: 703-383-1330
Street Address: 419 McDaniel Drive
Mailing Address: Purcellville, VA 20132
Email Address: amandakadilak@gmail.com

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? *

Yes No

If Yes, please explain:

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment: *

Board of Architectural Review Parks and Recreation Advisory Board
 Board of Zoning Appeals Planning Commission
 Committee on the Environment Town Council (when vacancy occurs)
 Purcellville Arts Council Tree and Beautification Commission
 Economic Development Advisory Committee

Please check any of these areas of special interest which may apply to you:

Environment Land Use
 Public Services Real Estate
 Architecture Finance
 Utilities Preservation
 Transportation Other

If you chose Other, please explain: Business Development

Please attach a letter or resume describing your interest in being part of the Town's governmental process and how you feel you can contribute.

For additional information, please contact:

Diana Hays, Town Clerk
dhays@purcellvilleva.gov
540-751-2334

Attach Resume Kadilak resume.pdf
Attach Letter of Interest cover letter town council.pdf

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

The following form was submitted via your website: Appointed Committees, Commissions & Boards Application

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting.: I understand

Full Name:: Amanda Athilia Kadilak

Home Phone #:: n/a

Cell:: 571-334-5841

Work:: 703-383-1330

Street Address:: 419 McDaniel Drive

Mailing Address:: Purcellville, VA 20132

Email Address:: amandakadilak@gmail.com

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? : No

If Yes, please explain::

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment:: Town Council (when vacancy occurs)

Please check any of these areas of special interest which may apply to you: : Transportation,Preservation,Other

If you chose Other, please explain:: Business Development

Attach Resume: Kadilak resume.pdf

Attach Letter of Interest: cover letter town council.pdf

AMANDA ATHILIA KADILAK

419 McDaniel Drive; Purcellville, VA 20132 | (571) 334-5841 | amandakadilak@gmail.com

February 4, 2016

The Honorable Mayor Fraser,
Vice Mayor McConville,
and Councillors Nave, Lehr, Jimmerson, and McCollum
Town Hall
221 South Nursery Avenue
Purcellville, VA 20132

Dear Esteemed Town Leaders:

I am writing to signify my interest in filling the interim Town Council position announced yesterday through the civic alert system. I have spent most of my professional career in the federal government relations arena, representing municipalities across the country (towns, cities, counties, states, and alliances/combinations thereof) on policy issues and have recently been contemplating how I can leverage those years of experience on a more local level. I would love to be able to use what I've learned to help make my *own* community a better place, so yesterday's announcement seemed the perfect opportunity to see if I might be able to lend a hand and make some worthwhile contributions in this interim period.

I characterize myself as a forward-thinking fiscal conservative. I favor innovative solutions and out-of-the-box thinking to address challenging issues. Where feasible, I fully support public-private partnerships to connect private sector expertise and resources with public sector needs. I also firmly believe in open, transparent, and accountable governance. Some of the issues (and potential solutions) I hope to see addressed during this interim term include:

- Traffic calming measures, particularly on Main Street at peak hours. Would it be feasible to consider "mini" roundabouts at the intersections of Main & Hatcher, Main & South 9th/Ken Culbert, and/or Main & Pickwick? Abroad, many smaller roundabouts are simply painted onto the roadway itself, with no raised inner circle. This would be helpful on Main Street to accommodate larger trucks, school buses, and emergency vehicles so their turning radius isn't inhibited by raised berms.
- Business growth and prosperity. It pains me to see so many empty spaces for lease in Town and yet we are building even more capacity. I'm no different than anyone else - I'm attracted to shiny, new things - but we also need to attract and incorporate quality businesses into our *existing* infrastructure, or else the character of our community will be lost and we'll start looking like a boarded-up gold rush town after all the prospectors moved on. I would like to see the Town take the initiative to maintain an active inventory of available, existing spaces for lease - this could be conducted by the Community Development department under the guidance of the EDAC and housed as a sub-link under the "Business" heading on the Town's website. We also need to consider, what is keeping businesses from leasing existing spaces? To the extent possible, as a Dillon Rule state, is there any way to provide an incentive (reduction in BPOL rate for the first year of a multi-year lease, for example) to attract businesses to existing spaces?

Being that this would be my first foray into local governance, why should you even consider me in the face of all the other qualified candidates? I offer to you that I have no conflicts of interest, financial or otherwise, that would inhibit my ability to fairly consider any decisions put forth before the Council. I am beholden to no special interests. I have no axes to grind or ulterior motives for wanting to join the Council. As a proud Purcellville resident since 2006, I simply want to pay my dues back to the Town that has given me so much, by being the best advocate for its citizens that I can possibly be.

Sincerely,



Amanda Kadilak

AMANDA ATHILIA KADILAK

419 McDaniel Drive
Purcellville, VA 20132

(703) 383-1330 (office)
(571) 334-5841 (mobile)
akadilak@mwcapitol.com (work)
amandakadilak@gmail.com (personal)



EDUCATION

1999-2003 Randolph-Macon College Ashland, VA
B.A. in Political Science and International Relations, minor in French

- Course work focused on Congress and the political system, research methods, comparative governments, international terrorism, conflict resolution, American foreign policy, and French language, literature and culture.
- Cumulative 3.54 GPA, graduated *cum laude*, with Honors.

RELEVANT EXPERIENCE

Jan. 2005-Present Senior Associate – Federal Government Relations Fairfax, VA
Miller/Wenhold Capitol Strategies, LLC (2011-present)
CAPITAL PARTNERSHIPS (VA), Inc. (2005-2011) (acquired by Miller/Wenhold in 2011)

- Work closely with Members of Congress, Congressional committees, Hill staff, and Federal Agencies to advance client goals – primarily in the transportation and infrastructure policy sector, but also touching on EPA/Corps of Engineers water issues, fair housing, healthcare, & small business issues
- Attend and report on Congressional hearings and industry events, monitor committee action, track legislation, provide timely information and recommendations
- Coordinate and staff client fly-ins, prepare advocacy materials and testimony
- Research and prepare issue papers and legislative reports to help shape our strategies

Oct. 2014-Present President Fairfax, VA
The Virginia Small Business Partnership

- The Virginia Small Business Partnership serves as an advocacy body for the Virginia small business community and also as a bridge between policymakers and small businesses
- Each year, we host the Virginia Small Business Summit, which provides a unique opportunity for small businesses to gather together to generate policy recommendations to help move Virginia forward
- We use the recommendations generated at the Summit as the basis for our small business advocacy before state-level legislators and administration officials
- With Del. Tim Hugo's leadership, we were successful in naming September 21st as Small Business Day here in Virginia
- As President, I was 100% responsible for all aspects of planning, coordinating, and executing the past two Summits, the most recent of which was held this November; and in addition to 120+ small business owners, featured House of Delegates Speaker Bill Howell, Secretary of Transportation Grindly Johnson, and Director of Small Business and Supplier Diversity Tracey Jeter, amongst others
- I am also 100% responsible for the planning, coordination, and execution of our follow-up activities, which include developing and maintaining rapport with key legislators, regular updates to our network while the legislature is in session, issuing calls to action or alerts on important bills, and maintaining a strong presence on the web and social media outlets

ACCOMPLISHMENTS

- Professional Lobbying Certificate – earned in 2006 through the American League of Lobbyists, this certification signifies that I hold myself to the highest ethical standards for my profession
- Dean's List – all semesters
- Vice President – Political Science Students' Association
- Pi Sigma Alpha Political Science/International Relations honorary society
- National Scholastic Writing Awards – 1995, 1999 (Regional Awards 1995, 1997, 1998, 1999)

PERSONAL INFORMATION

- Interests: swimming, hiking, camping, writing, genealogy, supporting and encouraging local enterprises (farm-to-table, CSAs, wineries, breweries, artisans, etc.)
- Purcellville resident since 2006, member of St. Andrew Presbyterian Church
- Family: Husband – Michael P. Kadilak, Jr., 2 sons – Beau (7) and Hunter (1)
- Disclosures: I have absolutely no financial stakes or conflicts of interest that would impede my abilities to serve on the Town Council

Hays, Diana

From: noreply@civicplus.com
Sent: Tuesday, February 02, 2016 2:40 PM
To: Hays, Diana
Subject: Online Form Submittal: Appointed Committees, Commissions & Boards Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Appointed Committees, Commissions & Boards Application

The Town Council of Purcellville is accepting applications from citizens who are interested in serving on one of our appointed boards, committees, or commissions. The Town relies heavily on citizens to staff our advisory organizations. Please take time to complete the following information.

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting. *

I understand

Full Name: Melanie Fuller
Home Phone #: Cell: 540-303-7303 Work: 540-751-3215
Street Address: 400 Heartwood Ct
Mailing Address:
Email Address: mfuller@csg-llcusa.com

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? *

Yes No

If Yes, please explain:

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment: *

Board of Architectural Review Parks and Recreation Advisory Board
 Board of Zoning Appeals Planning Commission
 Committee on the Environment Town Council (when vacancy occurs)
 Purcellville Arts Council Tree and Beautification Commission
 Economic Development Advisory Committee

Please check any of these areas of special interest which may apply to you:

Environment Land Use
 Public Services Real Estate
 Architecture Finance
 Utilities Preservation
 Transportation Other

If you chose Other, please explain:

Please attach a letter or resume describing your interest in being part of the Town's governmental process and how you feel you can contribute.

For additional information, please contact:

Diana Hays, Town Clerk
dhays@purcellvilleva.gov
540-751-2334

Attach Resume MAF NEW 9 15 15.doc
Attach Letter of Interest Town Council Letter.pdf

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

The following form was submitted via your website: Appointed Committees, Commissions & Boards Application

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting.: I understand

Full Name:: Melanie Fuller

Home Phone #::

Cell:: 540-303-7303

Work:: 540-751-3215

Street Address:: 400 Heartwood Ct

Mailing Address::

Email Address:: mfuller@csg-llcusa.com

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? : No

If Yes, please explain::

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment:: Town Council (when vacancy occurs)

Please check any of these areas of special interest which may apply to you: : Transportation, Land Use, Finance

If you chose Other, please explain::

Attach Resume: MAF NEW 9 15 15.doc

Attach Letter of Interest: Town Council Letter.pdf

MELANIE FULLER
400 Heartwood Court ▪ Purcellville, Virginia 20132
Telephone: 540.303.7303 ▪ Email: mfuller@csg-llcusa.com

February 2, 2016

Diana Hayes, Town Clerk
Town of Purcellville

I understand the Town Council may be appointing an interested citizen to replace Ben Packard. I would like to put my name forward for this appointment.

I have lived and worked Purcellville since 2006 and I feel like my experience as a volunteer and working partner with various local government agencies throughout my career make me an excellent candidate for the appointment.

Recently, I served a two year appointment on the Economic Development Advisory Council and I am currently appointed to the Board of Zoning Appeals. I understand that, were I appointed to the council, I would have to resign from the BZA.

I have an understanding of the differences in how government works and the collaborative efforts required to bring all stakeholders to a consensus in order to make our town the best place it can be.

Sincerely,

Melanie
Fuller



Digitally signed by Melanie Fuller
DN: cn=Melanie Fuller, o=Consulting Services
Group, ou=emali-mfuller@csg-llcusa.com, c=US
Date: 2016.02.02 14:38:32 -0500

Appointed Committees, Commissions & Boards Application

The Town Council of Purcellville is accepting applications from citizens who are interested in serving on one of our appointed boards, committees, or commissions. The Town relies heavily on citizens to staff our advisory organizations. Please take time to complete the following information.

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting.*

I understand

Full Name:
 Home Phone #: Cell: Work:
 Street Address:
 Mailing Address:
 Email Address:

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? *

Yes

No

If Yes, please explain:

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment:*

Board of Architectural Review

Parks and Recreation Advisory Board

Board of Zoning Appeals

Planning Commission

Committee on the Environment

Town Council (when vacancy occurs)

Purcellville Arts Council

Tree and Beautification Commission

Economic Development Advisory Committee

Please check any of these areas of special interest which may apply to you:

Environment

Land Use

Public Services

Real Estate

Architecture

Finance

Utilities

Preservation

Transportation

Other

If you chose Other, please explain:

Please attach a letter or resume describing your interest in being part of the Town's governmental process and how you feel you can contribute.

For additional information, please contact:

Diana Hays, Town Clerk
dhays@purcellvilleva.gov
540-751-2334

Attach Resume

[MAF NEW 9 15 15.doc](#)

Attach Letter of Interest

[Town Council Letter.pdf](#)

* indicates required fields.

MELANIE FULLER

400 Heartwood Court ▪ Purcellville, Virginia 20132
Telephone: 540.303.7303 ▪ Email: fullersinva@gmail.com

HUMAN RESOURCES/ACCOUNTING/ BUSINESS OPERATIONS

PROFESSIONAL OVERVIEW

- Broad business knowledge including extensive experience with finance and accounting systems and principles; solid understanding of accounting, reconciliation and general ledger (GL) skills, payroll and tax.
- HR Generalist with experience in recruiting, retention, benefits, compensation, records management, policy development and legal compliance.
- Demonstrated success in developing personnel manuals, corporate policy, job descriptions and management reports.
- Ability to work autonomously as well as collaboratively, interact effectively with key internal/external stakeholders, efficiently prioritize tasks, manage multiple and concurrent responsibilities and proactively resolve issues.
- Superior interpersonal, organizational, communication and problem-solving skills.

CORE COMPETENCIES

- | | | |
|--------------------------------------|---|--|
| • <i>HR Department Set Up</i> | • <i>Financial Statements/Reporting</i> | • <i>Account Analysis/Reconciliation</i> |
| • <i>Office/Project Management</i> | • <i>Business and banking relations</i> | • <i>QuickBooks implementation</i> |
| • <i>Orientation and On-Boarding</i> | • <i>Employee/Vendor Relations</i> | • <i>Journal Entry Preparation/Posting</i> |
| • <i>HR Policies and Procedures</i> | • <i>Tax Return/W2/1099 Processing</i> | • <i>Month/Year-End Close Reporting</i> |
| • <i>Organizational Compliance</i> | • <i>Benefits Administration</i> | • <i>General office management</i> |

EDUCATION

Loyola University New Orleans

Bachelor of Business Administration

TECHNICAL/SOFTWARE

- Microsoft Office (Excel, Outlook/Outlook Express, PowerPoint and Word)
- QuickBooks

PROFESSIONAL EXPERIENCE

Consulting Services Group, LLC
July 2012 – Present

Purcellville, VA

Vice President Human Resources

Provider of IT, Intelligence and Language services to the federal government in support of national security missions and government transformation for Intelligence, Defense and Federal Civilian clients.

- Developed, implemented and managed the human resource function, to include policy development, on-boarding, benefits, payroll and employee management.
- Work closely with accounting to assure accurate and timely financial metrics and statements.
- Managed all office systems and processes.

The Accounting Department, LLC
May 1997 – July 2012

Virginia & North Carolina

President/Owner

A consulting practice providing accounting and HR services for small business and non-profits.

- Implementation and management of accounting and human resource functions for clients including working with their in house staff on process management.
- Establish and maintain internal controls, accounting procedures and human resource functions for startup companies or companies in early growth phase.
- Liaison between clients and auditors assisting with GAAP and Yellow Book audits.

PROFESSIONAL EXPERIENCE (CONTINUED)

- Worked with clients on budget development, forecasting and analysis of cash flow.
- Prepared all compliance reporting to various government agencies.
- Implemented and managed HR programs. Including policy development and benefits management.
- Responsible for the preparation of tax returns for a variety of clients including partnerships, non- profits, S-Corps and personal returns.
- Direct all accounting functions for small business and non-profit clients including annual budget planning and reporting to the Board of Directors and other stakeholders.
- Successfully led the effort to obtain an SBA loan to help relocate and grow the business.
- Assist leadership in expanding business through partnerships and property acquisition.
- Assist a variety of clients with quarterly and annual reporting requirements for financial institutions and government entities.
- Prepare year-end financial statements for a variety of clients including non-profits, restaurants, construction companies, real estate companies, technology companies and government contractors.

References Furnished Upon Request

Hays, Diana

From: noreply@civicplus.com
Sent: Monday, February 08, 2016 10:37 AM
To: Hays, Diana
Subject: Online Form Submittal: Appointed Committees, Commissions & Boards Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Appointed Committees, Commissions & Boards Application

The Town Council of Purcellville is accepting applications from citizens who are interested in serving on one of our appointed boards, committees, or commissions. The Town relies heavily on citizens to staff our advisory organizations. Please take time to complete the following information.

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting. *

I understand

Full Name: Eamon McA. Coy
Home Phone #: 540.751.9495 Cell: 571.274.1173 Work:
Street Address: 410 South Nursery Avenue
Mailing Address: 410 South Nursery Avenue
Email Address: eamoncoy@gmail.com

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? *

Yes No

If Yes, please explain:

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment: *

Board of Architectural Review Parks and Recreation Advisory Board
 Board of Zoning Appeals Planning Commission
 Committee on the Environment Town Council (when vacancy occurs)
 Purcellville Arts Council Tree and Beautification Commission
 Economic Development Advisory Committee

Please check any of these areas of special interest which may apply to you:

Environment Land Use
 Public Services Real Estate
 Architecture Finance
 Utilities Preservation
 Transportation Other

If you chose Other, please explain:

Please attach a letter or resume describing your interest in being part of the Town's governmental process and how you feel you can contribute.

For additional information, please contact:

Diana Hays, Town Clerk
dhays@purcellvilleva.gov
540-751-2334

Attach Resume E_Coy_resume.pdf
Attach Letter of Interest E_Coy_letterofinterest.pdf

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:

The following form was submitted via your website: Appointed Committees, Commissions & Boards Application

The information provided with this application is public information and acknowledge that interviews are generally conducted during a public meeting.: I understand

Full Name:: Eamon McA. Coy

Home Phone #:: 540.751.9495

Cell:: 571.274.1173

Work::

Street Address:: 410 South Nursery Avenue

Mailing Address:: 410 South Nursery Avenue

Email Address:: eamoncoy@gmail.com

Does the applicant have a financial interest in, or is the applicant related to anyone with a financial interest in, any matter that is either pending before the Committees, Commissions & Boards or is likely to come before the Committees, Commissions & Boards? : No

If Yes, please explain::

Please check any of the Boards, Committees or Commissions to which you would like to be considered for appointment:: Town Council (when vacancy occurs)

Please check any of these areas of special interest which may apply to you: : Public Services,Utilities,Transportation,Preservation

If you chose Other, please explain::

Attach Resume: E_Coy_resume.pdf

Attach Letter of Interest: E_Coy_letterofinterest.pdf

Eamon M^cA. Coy

410 South Nursery Avenue
Purcellville, Virginia 20132
571.274.1173
eamoncoy@gmail.com

February 4, 2016

Purcellville Town Council
221 South Nursery Avenue
Purcellville, Virginia 20132

Mr. Mayor and Honorable Members of the Town Council,

After much consideration, I humbly offer my service to fill the vacant seat on the Purcellville Town Council. I believe intimate and local public service is a duty that calls many people in a small town such as ours and I am gratified to have answered that call in the past and excited about the opportunity to continue.

The Town of Purcellville is a dynamic and vibrant community, steeped in history even as our eyes look expectantly toward the future. We are blessed by both the old and the new: tranquil oases only yards from bustling streets; young families moving in next door to generations deep lineages; new needs, ideas and desires working in concert with profound respect for traditions. I believe the mission of our local government is to simultaneously nurture this history and fertilize the ground for the future. It would be my honor to serve alongside the current members of the Town Council working together to this aim.

As the chairman of the Parks and Recreation Advisory Board (PRAB) it is my great pleasure to work with fellow citizens, Town Council and Town staff to honor the past and fuel the future of Purcellville. I consider the mission of the PRAB to be analogous to that of the Town Council: showcasing our Town to visitors while also providing recreation and entertainment to our fellow citizens. I am lucky on the PRAB to be work in concert with a group of committed and conscientious people and I expect the person appointed to fill the vacant Town Council seat will have the same good fortune.

I wish You the best of Luck in your Deliberations and I remain, Your faithful Servant,



Eamon M^cA. Coy

Eamon M^cA. Coy

410 South Nursery Avenue
Purcellville, Virginia 20132
571.274.1173
eamoncoy@gmail.com

PROFILE

Mr. Coy has lived in Purcellville since 2009. He and his wife Jennifer have two children Levi (2) and Mary Anderson “Andy” (5).

EXPERIENCE

Account Executive/Sound Engineer, Ohm Productions, Inc. 2007-Present
Responsible for the securing, planning, and execution of a variety of special events including corporate conferences, concerts, galas, and theatrical events. Co-founder of the corporation in 2007.

Lacrosse Coach, Loudoun Country Day School 2014-Present
Coaching middle school boys of various skill levels in the team sport of lacrosse.

EDUCATION

Episcopal High School, Alexandria, Virginia — *class of 2004*

Northern Virginia Community College — *in progress*

Tisch School of the Arts, New York University — 2005 *partial*

VOLUNTEERISM

St. Peter’s Episcopal Church, Purcellville, Virginia — 2009-Present — member in good standing, Centennial Committee, volunteer in many ministries

Parks and Recreation Advisory Board — 2013-Present; chairman 2015-present

Emerick Elementary School — 2015-Present — classroom volunteer, PTO member

REFERENCES

Jeff Darby — Ohm Productions, Inc.

Cathy Darby — Purcellville Historic Society

The Rev. Thomas W. Simmons IV — Rector, St. Peter’s Episcopal Church

Sandy Nave — Parks and Recreation Advisory Board (longest serving member)



STAFF REPORT
CLOSED MEETING

Item #3

SUBJECT: Closed Meeting

DATE OF MEETING: February 16, 2016

STAFF CONTACTS: Diana Hays, Town Clerk/Project Manager

SUMMARY and RECOMMENDATIONS:

Attached are the motions and resolution pertaining to the closed meeting.

ATTACHMENT(S):

1. Closed Meeting Motions
2. Resolution 16-02-03 Certifying the Closed Meeting

MOTION TO RECESS THE REGULAR MEETING AND CONVENE A CLOSED MEETING

“As authorized under Section 2.2-3711(A)(1) of the Code of Virginia, I move that the Purcellville Town Council convene in a closed meeting to discuss and consider prospective candidates for appointment to the Purcellville Town Council. The presence of the following individuals will reasonably aid the public body in its consideration of these appointments, and they are therefore requested to attend the closed meeting:

- 1) All Town Council members”

MOTION BY TOWN COUNCIL TO ADJOURN THE CLOSED MEETING AND RECONVENE THE OPEN MEETING

“I move that the Town Council reconvene in an open meeting and that the minutes reflect no formal action was taken in the closed meeting.”

MOTION THAT THE RESOLUTION CERTIFYING THE CLOSED MEETING BE ADOPTED AND REFLECTED IN THE MINUTES OF THE PUBLIC MEETING

“I move that the Purcellville Town Council adopt Resolution 16-02-03 certifying the closed meeting of February 16, 2016.”

Attachment 2

Mayor

Kwasi A. Fraser

Council

Joan Lehr
John A. Nave
Patrick McConville II
Karen Jimmerson
Douglass J. McCollum



Town Manager

Robert W. Lohr, Jr.

Assistant Town Manager

Daniel C. Davis

221 S. Nursery Avenue
Purcellville, VA 20132
(540) 338-7421
Fax: (540) 338-6205

www.purcellvilleva.gov

**TOWN OF PURCELLVILLE
TOWN COUNCIL**

RESOLUTION NO. 16-02-03

PRESENTED: FEBRUARY 16, 2016

ADOPTED: _____

**A RESOLUTION: CERTIFYING THE CLOSED MEETING ON
FEBRUARY 16, 2016**

WHEREAS, the Town Council of the Town of Purcellville, Virginia, has this day convened a closed meeting in accordance with an affirmative recorded vote of the Purcellville Town Council and in accordance with the Virginia Freedom of Information Act.

NOW, THEREFORE, BE IT RESOLVED that the Purcellville Town Council does hereby certify that to the best of each member’s knowledge, i.) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed meeting to which this certification applies; and ii.) only such public business matters as were identified in the motion by which the said closed meeting was convened were heard, discussed or considered by the Purcellville Town Council.

PASSED THIS _____ DAY OF _____, 2016.

Kwasi A. Fraser, Mayor
Town of Purcellville

ATTEST:

Diana Hays, Town Clerk