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Lauren Klingler

From: Lynn Board
Sent: Monday, October 06, 2014 4:57 PM
To: Lauren Klingler
Subject: FW: City Council Member Application
Attachments: Gaithersburg City Council Member Application-FINAL 10.06.2014.pdf; Richard L. Arkin City Council Application Letter & Vision 10.06.2014-FINAL.pdf; CurriculumVitae-RArkin-09.25.2014.pdf

From: Richard Arkin [<mailto:richardarkin@comcast.net>]
Sent: Monday, October 06, 2014 4:53 PM
To: Lynn Board; CityHall External Mail
Cc: Arkin, Richard
Subject: City Council Member Application

Dear Ms. Board:

Attach please find my executed City Council Member Application and the two required disclosure forms, plus my letter of interest in the position, to which I have appended a priorities and vision statement.

Please acknowledge receipt.

Thank you very much.

Sincerely,

Richard L. Arkin

RICHARD L. ARKIN

121 SELBY STREET
GAITHERSBURG, MARYLAND 20878

PHONE: 301-807-1058
FACSIMILE: 206-984-2758

E-mail: richardarkin@comcast.net

PUBLIC SERVICE

Montgomery County Historic Preservation Commission Commissioner

**Silver Spring, Maryland
2014-to date**

Appointed as a Commissioner to this 9-member statutory body by the County Executive and confirmed by the County Council in February 2014. The jurisdiction of the Historic Preservation Commission (HPC) encompasses all of Montgomery County, Maryland except for the cities of Gaithersburg and Rockville, which have separate municipal historic preservation ordinances and commissions. In accordance with Chapter 24A "Historic Resource Preservation" of the Montgomery County Code, Historic Preservation Commission Regulation No. 27-97, "Historic Preservation Commission Rules, Guidelines, and Procedures," the Montgomery County Master Plan for Historic Preservation, the Locational Atlas and Index of Historic Sites in Montgomery County, and individual and historic district designations and design guidelines, as appropriate, the HPC considers and takes action on applications for Historic Area Work Permits, conducts preliminary consultations with citizens who wish to make alterations to historic properties, evaluates changes to the Montgomery County Master Plan for Historic Preservation, and reviews applications for the Montgomery County Historic Preservation Tax Credit. In addition to this work, which takes place at regularly-scheduled bi-weekly public meetings, the Commissioners speak to public groups, testify before the Planning Board and County Council, answer questions from individual residents, and visit proposed historic sites and historic properties where owners want to make changes. The HPC is supported by professional staff in Maryland-National Capital Park and Planning Commission's Historic Preservation Section at the headquarters of the Montgomery County Planning Board in downtown Silver Spring.

City of Gaithersburg Historic District Commission Commissioner

**Gaithersburg, Maryland
2010-2013**

Appointed as Commissioner by the Mayor, confirmed by the City Council for three-year term in September 2010. The Historic District Commission (HDC) is charged with safeguarding the heritage of the City by preserving sites, structures or districts which reflect elements of cultural, social, economic, political, archaeological, or architectural history. The Commission is also charged with strengthening the local economy and promoting the preservation and appreciation of these sites, structures and districts for the education and welfare of Gaithersburg residents. In accordance with Maryland Article 25A, Land Use (Ch. 426, 2012 Laws of Maryland), which in 2012 replaced Articles 66B and 28, and the Historic Preservation Ordinance in the Gaithersburg City Code, the HDC holds hearings and makes decisions on Historic Area Work Permits for work within the existing historic districts and on designated historic sites. The HDC also holds hearings and makes recommendations to the Mayor and City Council on additions and deletions from existing historic districts, designation of new historic districts, demolitions applications, and other related matters, and makes recommendations to Montgomery County on eligibility for tax credits for maintenance and improvements to historic structures in Gaithersburg. The HDC also conducts preliminary consultations and courtesy reviews, giving advice on proposed projects on designation-eligible historic resources, infill projects in historic districts, and related matters. The HDC is also committed to carrying on the work of the former Historic Preservation Advisory Committee in developing the City's history education programs and publications on history and preservation, and by conducting meetings and seminars on historic preservation.

City of Gaithersburg Historic Preservation Advisory Committee Chairman, Vice Chairman, Secretary

**Gaithersburg, Maryland
1991-1994, 1997-2010**

Appointed by the Mayor, confirmed by the City Council as Member of this statutory body, which provided historic preservation advice to the Mayor and Council, which acted as the City's Historic District Commission until the HPAC was abolished and merged into a reconstituted HDC in mid-2010. Served as elected Chairman from 2003 through August 2010, when the HPAC ceased to exist as a separate body. Previously served as elected Secretary, Vice Chairman, and First Vice Chairman. The HPAC held hearings and work sessions on Historic Area Work Permits for work within the existing historic districts and designated historic sites, and on additions and deletions from the existing historic districts, and designation of new historic districts. Among other things, the HPAC also gave advice upon request on pending projects to owners of non-designated historic structures, demolition applications, and similar matters, and developed informational publications and conducted meetings and seminars on historic preservation.

Food & Drug Administration, Public Health Service**U.S. Dept. of Health & Human Services (formerly U.S. Dept. of Health, Education, & Welfare)
Regulatory Counsel, Writer-Editor****Rockville, Maryland****1979-2013 (retirement)**

As Regulatory Counsel, write new rules and revise existing regulations for the agency implementing the Federal Food, Drug, and Cosmetic Act, coordinating views of other offices, centers, advisory committees, and federal, state and local government agencies. Prepare agency documents for publication in the Federal Register, the Code of Federal Regulations and other government publications. Respond to petitions from industry and citizen groups, and to requests for advisory opinions. Provide public policy advice to the Center Director and staff. Served as Executive Secretary and Acting Chairman of the Agency-wide Prescription Drug Marketing Act Implementation Committee (Special Drug Diversion Task Force), to manage development of national drug diversion statute implementation policy. Supervised attorneys and consumer safety officers in the development of proposed and final regulations, guidance documents, notices, and other documentation to implement major revision to the Federal Food, Drug, and Cosmetic Act, and to coordinate center, office and division programs. Prepared and disseminated legal opinions and advisory memoranda. Wrote and deliver speeches across the country. Acted as spokesman to trade and press. Permanent assignment: Regulations and Policy Staff of the Office of the Director, Center for Veterinary Medicine. Detailed 1999-2004 to the Office of Management and Communications, CVM, where I was heavily involved in labor-management relations, facilities planning/development, and other administrative duties. Detailed 2005 to date to Office of the Director, CVM, where I do a variety of policy, legal, assignments. From 1981 to 1993, was assigned to the Center for Drug Evaluation and Research and the former Bureau of Drugs. From 1979 to 1981, was assigned to the Office of the Commissioner, where I was a writer-editor/program specialist in the Commissioner's consumer communications program. I retired from the FDA in 2013.

City of Gaithersburg Market Square Advisory Committee**Member****Gaithersburg, Maryland****2004-2010**

Appointed by the Mayor, confirmed by the City Council as Member of this committee, which was charged with identifying issues affecting the long term success of the Kentlands Market Square commercial areas; work with property owners and City staff to address concerns raised by residents and merchants; and provide recommendations to the Mayor and City Council and the Planning Commission on any necessary Master Plan changes related to Market Square. The MSAC made a significant contribution in designing the City's Market Square Park and in selecting street furniture and accessories for it. The Committee also played a role in the Kentlands Commercial District Charrette and developing the Master Plan element implementing the charrette plan, which was adopted some months after the charrette by the Mayor and City Council and incorporated into the City of Gaithersburg Master Plan.

City of Gaithersburg Community Facilities Steering Committee**Member****Gaithersburg, Maryland****2005-2008**

Appointed by the Mayor, confirmed by the City Council as Member of this committee, which provided advice on capital improvements and planning programs for community recreation facilities and other public facilities. I was a member of birth of its subcommittees, the recreation facilities subcommittee and the public facilities subcommittee. Much of the committee's 2005 community facilities report reflected the work of the recreation facilities subcommittee, then the steering committee's focus shifted to the public facilities subcommittees which continued to meet and make recommendations on an ongoing basis. The work of both subcommittees and the steering committee as a whole was incorporated into the community facilities element of the master plan, which was adopted by the Mayor and City Council in 2008.

City of Gaithersburg Smart Growth Committee**Member****Gaithersburg, Maryland****1997-2006 (approx.)**

Appointed by the Mayor, confirmed by the City Council as Member of this committee, which provides planning and zoning recommendations to implement the State's Resource Protection, Economic Growth, and Planning & Zoning Act (Article 66B of the Annotated Code of Maryland) and the Governor's Smart Growth Initiative. The Smart Growth Committee also worked with planning staff in developing an implementation strategy to improve transportation infrastructure and urban design, which was adopted as Gaithersburg's Smart Growth Policy in 1999, an element of the city's master plan. The Smart Growth Committee continued in existence for a number of years afterward as an advisory body which met irregularly.

Kentlands Citizens' Assembly**President, Chairman, Vice Chairman, Secretary, Trustee****Gaithersburg, Maryland****1994-2006**

Citizen-elected President of the Kentlands Citizens Assembly from 2000 through 2004. As President, I was Chief Executive Officer of this 1,900-unit pioneering neotraditional mixed-use neighborhood development. I was responsible for an annual budget of about \$1.6 million, which covered property and building maintenance, administration, and an extensive recreation program. Kentlands has a full-time paid staff of four and about two dozen part-time employees. I left office at the end of

2004 because the Kentlands “Founding Documents” impose a limit of two consecutive terms of. In 2004, I was elected again to the Board of Trustees, the legislative, administrative, and quasi-judicial arm of the homeowners association. The Board elected me Vice Chairman in 2004 and Chairman in 2005. Prior to my service as President, I was a member of the Board of Trustees, serving continuously since 1994 (reelected in 1996 and 1998). I was elected Secretary by the Board of Trustees in 1994, Vice Chairman in 1996, and Chairman in 1995, 1997, and 1998. Kentlands is a unique traditional neighborhood design (TND) project evocative of a 19th-century small town. The first non-resort, year-round TND in the United States, Kentlands is a Smart Growth archetype for Maryland and the middle-Atlantic states. Kentlands has received international recognition for its pioneering urban design, site planning, and architecture, and has been the subject of a number of articles, monographs, and television segments. The President is chief of the Executive Department at Kentlands and, as such, is responsible for administering the community and directing its professional staff. In addition, the President is the primary communications link between the Assembly, the Kentlands Community Architect, the project developer, individual builders and commercial developers (including those for Kentlands Square, Midtown, and Market Square), the developers of the adjacent Lakelands neotraditional project, and city, county, and state government agencies. The Board of Trustees makes policy decisions and quasi-judicial judgments. I was a frequent contributing writer for the Assembly’s three major publications, its monthly tabloid-format 28-36 page newspaper, the *Kentlands Town Crier*, its biweekly *Kentlands Express* newsletter; and its annual *Kentlands Directory*.

**Quince Orchard Library Advisory Committee
Member**

**Gaithersburg, Maryland
1993-2003**

Appointed by Montgomery County Library Board as Member of the advisory committee for the new Quince Orchard Library, a project developed recently in the North Potomac-Darnestown-Western Gaithersburg area. Served as Member of the County's Quince Orchard Library Site Selection and Development Committee. Served as Member of the predecessor Ad Hoc Committee for the Quince Orchard Library, and as a member of the team that successfully lobbied the County Executive, Chief Administrative Officer, and County Council to provide funding for this major capital project.

**Kentlands Community Foundation
Vice President for Community Relations, Programming**

**Gaithersburg, Maryland
1993-1996**

One of a tiny group who founded this community-based, non profit 501(c)3 foundation that provides programming and support for the arts and humanities for the citizens of Gaithersburg and Montgomery County. Served as Vice President for Community Relations in 1995 and 1996, and as Vice President for Programming in 1993 and 1994. Proceeds from our fund raising efforts provide support for our scholarship program, chamber music series, architecture and urban planning lectures, and environmental education programs. The foundation also provides support for other organizations and projects in the area.

**Kentlands Citizens’ Liaison Committee
Chairman, Delegate**

**Gaithersburg, Maryland
1992-1994**

Served (1992-1994) as elected Delegate to the Kentlands Citizens' Liaison Committee (KCLC); and was elected Chairman by the committee members. Also served as Co-Chairman (1991-1992) of the Ad Hoc Kentlands Committee, created by Kentlands stakeholders as a forum for the open discussion of issues that impact the community and an instrument for promoting and protecting the Kentlands concept, and as editor of the Update newsletter.

**Maryland-National Capital Park & Planning Commission
Commercial Zones Task Force
Co-Chairman**

**Silver Spring, Maryland
1990-1994**

Appointed by Montgomery County Planning Board as Member of advisory commission charged with review and analysis of the commercial zones sections of the Montgomery County Planning Ordinance. Elected Co-Chairman by the membership. The two Co-Chairmen set the agenda, conducted meetings, directed staff activities, wrote reports to the County Planning Board (part of the Maryland-National Capital Park and Planning Commission, a bi-county state agency) and County Council, and represented the Task Force before the Board, the Council, the press, and the public. The Task Force recommended new language to the County Planning Board and the County Council for text amendments to the zoning ordinance.

**Maryland Citizen Planners Association
(now: Maryland Planning Commissioners Association)
President, Member of Board of Directors**

**Baltimore, Maryland
1986-1994**

Served as Member of Board of Directors (1986- 1994) of state organization of planning officials, representing Montgomery County. Served as elected President, 1987-1989. Member and sometime Chairman of Planning Officials Education Certification Committee, which developed a university- affiliated certificate program for planning commissioners. Member

and sometime Chairman of Growth Management/Residential and Commercial Siting and Design Improvement Study Management Committee, which produced "Raising Your Sites," a widely-acclaimed video on residential site planning. One of authors of comprehensive Maryland Resource Protection, Economic Growth, and Planning Act of 1992, a comprehensive revision of state planning and zoning law.

**City of Rockville Planning Commission
Commission Chairman, Member**

**Rockville, Maryland
1985-1989**

Appointed by the Mayor, confirmed by the City Council as Commission Member. Elected by Commission to three terms as Chairman (1987, 1988, and 1989). The City Planning Commission is a quasi-judicial and quasi-legislative seven-member statutory body which conducts hearings and makes decisions or recommendations on a wide variety of issues. It is charged with formulating the City of Rockville's Comprehensive Master Plan, and revising the plan when necessary. The commission and its professional staff develop the plan and its divisions, including neighborhood plans, area plans, and functional planning elements, which it approves and recommends to the Mayor and Council for adoption. The commission also develops, reviews, and makes recommendations to the Mayor and Council on annexations, planning and zoning text amendments, concept applications for comprehensive planned developments; and modifications to subdivision regulations; as well as being responsible for implementation of the subdivision process by reviewing and approving all preliminary and final subdivision plans and plats. In addition it reviews and makes final approval decisions on all preliminary and final site plans, use permits, and other project development plans. The commission reviews and makes recommendations to the city Board of Appeals on all variance and special exception applications. It also reviews and makes recommendations on city capital facilities and programs; makes formal comments on facilities plans from the Montgomery County government, Montgomery College, and Montgomery County Public Schools for projects within the city, and projects of the Washington Suburban Sanitary Commission for those parts of the city that are within the Washington Suburban Sanitary District rather than the city's public sewer and water system service area; and makes formal comments under its mandatory referral authority on plans for public facilities of local, state, county, bi-county, and federal agencies. In addition, the commission develops and approves the work program and the annual operating budget for the Rockville Planning Department and Commission and initiates and conducts planning studies with consultants, contractors, planning staff, City Manager, and Mayor and Council, and other functions as are necessary in the overall planning operation of the City. During my term, in consultation with citizen advisory committees which it appointed, the commission approved and recommended for adoption major comprehensive revisions to existing city master plan through the neighborhood planning process, including land use, housing, highway and transportation, land use, sewer and water, public facilities and other functional elements. Also during my term, the commission had a heavy workload of reviews and approvals of subdivision plans, subdivision regulations modifications; use permit applications, and detailed applications for comprehensive planned developments. As Chairman, I was responsible for setting agendas, conducting hearings and meetings, and assuring that the requirements for due process were honored. I acted as liaison to Mayor and Council, staff, press and the public and prepared and delivered speeches and presentations throughout the region. Made recommendations which led to the selection of a new City Planning Director (who subsequently served several years as Rockville City Manager), and spearheaded the development of comprehensive rules of procedure adopted in 1988.

**City of Rockville Board of Appeals
Chairman, Member**

**Rockville, Maryland
1981-1985**

Appointed by the Mayor, confirmed by the City Council for three terms as Member of the Board. Twice elected Chairman by the Board (1982-83 and 1985). The Board of Appeals is an appointed quasi-judicial body which has authority to hear and decide cases involving certain land use issues, including applications for variances from the strict application of the development standards, terms, or requirements of the City's Zoning Ordinance and all special exceptions as provided for in the City Zoning Ordinance or other ordinances of the City of Rockville. In addition, the Board also conducts administrative reviews to decide administrative appeals of any final order, requirements, decision, or determination made by any administrative official or department of the City government or the Planning Commission or Historic District Commissions. The Board is comprised of three members and one alternate. Members elect their own chairperson and serve for overlapping three-year terms. As Chairman, directed professional staff in drafting of opinions and orders; oversaw revision and adoption of rules of procedure; set agenda and conducted hearings, work sessions deliberations, and voting sessions; arranged on-site inspections; and acted as liaison to other city agencies, press and the public.

**Rehabilitation Services Admin., U.S. Dept. of Health, Education, & Welfare
Arbitration Specialist**

**Washington, D.C.
January 1978-December 1978**

As Arbitration Specialist, set up dispute resolution administration mechanism and operated arbitration system for Federal rehabilitation program. Reviewed and recommended disposition of complaints. Wrote agency hearing processes. Reviewed and evaluated state agency evidentiary hearing procedures. Convened and monitored arbitration panels. Researched legal issues and wrote advisory opinions. Examined, ranked, commented on and recommended disposition of grant applications. Prepared documents for publication in the Federal Register.

Maryland Condominium, Cooperative & Homeowners Assoc. Commissions **Annapolis, Maryland**
Commission Chairman, Member **1977-1987**

Appointed Chairman of first commission by Acting Governor Blair Lee III. Appointed Member of two successor commissions by Governor Harry Hughes. Principal author of first commission's interim and final reports. Drafted two bills, parts of which became law in 1979 and 1980, with the remainder becoming the basis of the new comprehensive Maryland Condominium Act that was signed into law in 1981. Key participant in writing 1982 technical amendments and 1983 Sunshine Act. A principal author of 1986 comprehensive Maryland Cooperative Housing Act and 1987 comprehensive Maryland Homeowners Association Act. Helped to write and oversee passage of more than three dozen housing laws, many of which pioneered new legislative concepts that protected tenants (particularly elderly and handicapped persons), purchasers and unit owners.

Montgomery County Office of Consumer Affairs **Rockville, Maryland**
Investigator, Housing Program Administrator **1975-1978**

Administrator of County Condominium Act and Real Estate Amendments to County Consumer Protection Act. As Investigator, negotiated and drafted settlement and cease-and-desist agreements, some including substantial civil penalties, with major national, regional and local business firms. Advised County Attorney on pending litigation and worked with counsel on interpretation of law. Testified before committees of the U.S. Senate and House of Representatives. Served as Liaison to General Assembly and Governor's Consumer Affairs Advisory Committee Liaison.

Montgomery County Task Force on Real Property Assessment & Taxation **Rockville, Maryland**
Member **1976-1978**

Appointed by County Council as Task Force Member to explore real property assessment taxation policies and practices in county and state. Served as Member of Committee on Law and Committee on Policy. The 1978 Final Report recommended substantive systemic changes.

Maryland-National Capital Park & Planning Commission **Silver Spring, Maryland**
Glenmont Sector Planning Advisory Committee
Member **1976-1978**

Appointed by the Montgomery County Planning Board as Advisory Committee Member to assist in policy-making and drafting of a sector plan for a neighborhood to be impacted by Metro rail transit. The sector plan amendment to the Kensington-Wheaton Master Plan was adopted in 1978. The Glenmont extension to the Red Line opened in 1998.

LABOR UNION EXPERIENCE

National Treasury Employees Union, FDA Chapter (Local) 282 **Rockville, Maryland**
Vice President, Shop Steward **1998-2006**

Named NTEU FDA Chapter (Local) 282 CVM Vice President and Shop Steward in April 1998, following certification of union by Federal Labor Relations Authority after election victory. Elected in 1998, re-elected in 2001, 2004. As Vice President and Executive Board Member, determine policy and administer local chapter. As Vice President, represent union to management and to bargaining unit members. As shop steward investigate, process, and act as advocate in grievances, adverse actions, and related personnel matters. As member of Negotiating Committee, negotiated the first FDA-NTEU union contract and have been involved in a many subsequent mid-term negotiations. Delegate to National Convention in 1999 and 2001. Serve on NTEU National Nominations and Elections Committee and FDA National Divestiture Committee. Appointed by National President as Member of NTEU National Elections Committee, 1999; and as NTEU Member of the FDA National Divestiture Board and the Department of Health and Human Services National Travel Task Force. Served as Co-Chair of NTEU FDA Facilities Consolidation Committee (White Oak) from 2000-2004, Chair of Bylaws Committee, and member of Legislative and Communications Committees.

**Graphic Arts International Union (AFL-CIO, CLC)
Labor Union Public Information Officer**

**Washington, D.C.
1972-1974**

Served as Writer-Editor, Photographer, Graphic Designer, Production and Advertising Manager, for *Lithographer and Photoengraver* and *Graphic Arts Unionist* magazines, union publications of the Lithographers and Photoengravers International Union (LPIU), the International Brotherhood of Bookbinders (IBB), and the Graphic Arts International Union (GAIU) (later the Graphic Communications International Union (GCIU)) (AFL-CIO, CLC) and now the Graphic Communications Conference, International Brotherhood of Teamsters).

Other union memberships and activities: The Wire Service Guild, the American Newspaper Guild, and the Newspaper Guild (AFL-CIO, CLC) (now part of the Communications Workers of America (AFL-CIO)); Office and Professional Employees International Union (OPEIU) (AFL-CIO); Retail Clerks International Association (now the United Food and Commercial Workers International Union) (AFL-CIO); International Labor Press Association (ILPA) (AFL-CIO, CLC).

**OTHER PROFESSIONAL ASSOCIATION, CONSUMER EDUCATION, EDITORIAL,
AND STAFF EXPERIENCE**

Writer-Editor, Consumer Communications Staff, Office of Consumer Affairs, Office of the Commissioner, Food and Drug Administration, U.S. Public Health Service, Rockville, Maryland, 1978-1980

Freelance writing, editing, photography, public relations, political consulting, 1969-1975

Press Secretary, Media Coordinator, Judge Wilson K. Barnes for Governor Campaign, Annapolis and Baltimore, 1974

Business Association Public Information Officer (Editor, *The Byliner* and *Newspaper Trends*; Associate Editor, *Publishers' Auxiliary*), National Newspaper Association, Washington, D.C., \ 1971-72

Editorial Board, *Essays in History*, University of Virginia, Charlottesville, Virginia, 1968-69

Editorial Assistant, *Broadcasting* and *Television* magazines, Broadcasting Publications, Inc., Washington, D.C., 1968

Editorial Staff, United Press International (UPI), Washington Bureau, Washington, D.C., 1963-1965

Political Staff, fund-raising, Republican Congressional Campaign Committee, Washington, D.C., 1965

Political Staff, constituent services, U.S. Senator Birch Bayh (D.-Ind.), Washington, D.C., 1965

RETAIL AND ADMINISTRATIVE EXPERIENCE

Assistant Manager, Sales, Radio-Tronics Home Electronics Centers, Ann Arbor, Michigan, 1969-1971

Administrative Staff, American University Admissions Office, Washington, D.C., 1965-1969

Food Service Clerk, Giant Foods, Annandale, Virginia, 1961

PUBLIC HONORS

Governor's Citation for Service to the State of Maryland, 1981

Maryland Citizen Planners Association award for exceptional service and leadership, 2003

Maryland Citizen Planners Association award for service to Maryland, 1985

Montgomery County Certificate of Recognition and Appreciation, 1978

City of Gaithersburg Certificates of Appreciation, 1993, 1994, 2000, 2013

City of Rockville Certificates of Appreciation, 1985, 1989

National Treasury Employees Union Award Certificates, 1998, 1999, 2001, 2002, 2003, 2004, 2006

FDA Quality Service Increment Award, 1989

FDA Cash Awards, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2005

FDA "On-the-Spot" Award, 1995

Letter of Commendation from the Director, CDER Office of Compliance, 1988

- FDA Quality of Worklife Award for leadership and innovation in obtaining new facilities for the Center for Veterinary Medicine, 2002**
- FDA Team Excellence Award “for excellence in designing, developing and implementing a 360-degree feedback program based on the CVM managerial behaviors for all team leaders and above,” 2004**
- FDA Recognition Award as a member of the FDA Amendments Act (FDAAA) Ingredient Standards and Definition Work Group, 2010**
- FDA Recognition Award as a member of the FDA Amendments Act (FDAAA) Pet Food Labeling Work Group, 2010**
- FDA Recognition Award for "sustained superior performance" as Executive Secretary, Prescription Drug Marketing Act Implementation Committee, 1989**
- FDA Recognition Award as member of the FDA Desert Shield/Desert Storm Task force "for outstanding contributions in providing regulatory actions and medical products to protect the health and safety of American military personnel in the Persian Gulf," 1992**
- FDA Recognition Award as a member of the Animal Medicinal Drug Use Clarification Act (AMDUCA) Regulation Writing Team for outstanding efforts in implementing the AMDUCA statute, 1997**
- FDA Recognition Award as a member of the Minor Use/Minor Species Committee for exceptional creativity and innovation in developing options to enable improved availability of safe and effective animal drugs for minor species and for minor uses, 1998.**
- FDA Recognition Award as a member of the CVM Master Reviewer Working Group for sustained, dedicated efforts in the research and development of the CVM Master Reviewer Program to provide increased career development opportunities for qualified Center employees, 2001.**
- FDA Recognition Award as a member of the Food Allergens/MUMS Legislative Team “for outstanding performance assisting Congress in developing and enacting legislation which provides FDA with new food allergens labeling authorities and increases new therapies to treat animals,” 2005.**
- FDA Commendable Service Award "for extraordinary creativity, dedication, and perseverance in designing, organizing, developing, and conducting the Prescription Drug Marketing Act Regional Education Program," 1992**
- FDA Award of Merit (highest agency award) "for exceptional performance in the development and issuance of rules, notices, and other documents pertaining to the regulation of human drug products," 1994**

COMMUNITY SERVICE

**Community Alliance for Planning Excellence
Chairman**

**Gaithersburg, Maryland
1994 to date**

Currently Chairman of citizens committee that promotes better land use planning and urban design, and opposes suburban sprawl development in Gaithersburg and western Montgomery County. The Community Alliance for Planning Excellence is best known for its successful fight against proposals for the development of a Walmart and strip retail in the Kentlands neotraditional community and for its development of the Corridor Cities Transitway Kentlands Alternative Alignment of the CCT, which has been incorporated into the city master plan and is now being studied and evaluated by the Maryland Department of Transportation. Also serve as Chairman of the related **Ad Hoc Kentlands and Lakelands Transit Action Committee**, which was formed to bring the CCT into the Kentlands/Lakelands Smart Growth project area.

**Gaithersburg Historical Association, Ltd.
Member of Board of Directors**

**Gaithersburg, Maryland
1992-1994, 1997 to date**

Elected by the membership to the Board of Directors Member of City historical society. The Board supervises staff, and is responsible for policy direction, member service activities, budget allocation and financial management. The organization focuses on narrative history, historic preservation activities, and operation of a City museum.

Peerless Rockville Historic Preservation, Inc.
Secretary, Member of Board of Directors

Rockville, Maryland
1988-1992

Elected by the membership as Board of Directors Member and Secretary of City historical society. The Board supervises Executive Director and two additional staff, and is responsible for policy direction, member service activities, budget allocation and financial management (organizational budget, including budget of Friends organization, approximately \$100,000). Instrumental in broadening focus of organization from historic preservation alone to embrace book, map and manuscript acquisition; sponsorship of exhibits and narrative histories; and planning for new City museum. In 1988, Peerless started a new wholly-controlled sub-entity, Friends of the Red Brick Courthouse, which supervised reconstruction of 1891 County Courthouse and raised funds for restoration of Grand Courtroom. Frequent contributor of local and regional history monographs to Peerless' newspaper column and to other publications. Taught local history courses for Smithsonian Associates.

Greater Aspen Hill-Layhill Civic Coalition
Chairman

Aspen Hill, Maryland
1976-1978

Organized regional federation of civic associations in the Aspen Hill, Layhill, Glenmont and Norbeck areas of Montgomery County, and appeared on behalf of the organization before the Montgomery County Council and Montgomery County Planning Board. The federation was comprised of approximately three dozen associations representing about 12,000 residents. Elected Chairman by association delegates.

National Capital Condominium Federation
President, Board of Directors Member

Aspen Hill, Maryland
1974-1978

Organized federation of condominium and homeowners associations in Maryland, Virginia, and the District of Columbia, serving as President from 1974 to 1976. Represented unit owners before state and local government entities. Organized educational conferences for purchasers, unit owners, managers and members of condominium and HOA boards of directors. Elected President and Board Member by delegates.

ADDITIONAL COMMUNITY OFFICES AND MEMBERSHIPS

Rachel Carson Elementary School Parent-Teachers Association
Ridgeview Middle School Parent-Teachers Association
Quince Orchard High School Parent-Teachers Association
Montgomery County Historical Society
Montgomery County Civil War Round Table
Action Committee for Transit
Sierra Club, Potomac Chapter, Rock Creek Group
Interfaith Fellowship, Gaithersburg
Kehilat Shalom Synagogue, Gaithersburg
Beth Tikva Synagogue, Rockville
B'nai B'rith (Rockville-Gaithersburg Independence Lodge No. 1776)
Hadassah Associates
Folklore Society of Greater Washington
Circus Fans Association, Rudynoff (Maryland) Tent
Gaithersburg Chamber of Commerce
Rockville Chamber of Commerce, Legislative Committee and Economic Development Committee, 1988-1989
Democratic Precinct Chairman (13-56), Vice Chairman (13-54), Treasurer (13-48), 1972-1978
Media Coordinator, Democrats for '74 campaign organization
Independents for Rockville (IfR), Executive Board, 1982-1990
Committee for Rockville (CFR), Treasurer, 1985-1989
Montgomery County Coalition of Presidents, 1976-1979
3-C Democratic Club, 1972-1978
EMKW Democratic Club, 1972-1978
Mid-County Democratic Breakfast Club, 1980-1992

Montgomery County Democratic Lawyers Club, 1982-1992
17th District Democratic Caucus
Autumn Walk Condominium Association, President, Property Manager, Director, 1973-1979
Autumn Walk Civic Association, President, 1973-1974
West End Citizens Association, Rockville, Neighborhood Planning Liaison, 1984-1985, Executive Board,
1980-1987

EDUCATION

J.D., 1980, The American University Washington College of Law, Washington, D.C.
-- Top Quarter (3.23/4.00 Grade Point Average)
-- National Client Counseling Competition, competed at Pittsburgh, Pennsylvania, 1980
-- National Appellate Advocacy Competition, competed at Washington, D.C., 1980
-- Semi-Finalist, First Year Moot Court Competition, 1977
-- Awarded Phi Delta Phi Legal Fraternity Scholarship, 1979
-- Selected as Inn Graduate of the Year, Phi Delta Phi, 1980
-- Magister (President), John F. Kennedy Inn, Phi Delta Phi International Law Fraternity (now
Phi Delta Phi International Legal Honor Society), 1978-79
-- Exceptional Academic Achievement: Land Use Planning, Evidence, Equity, Torts, Legal History
-- International Law Society
-- Environmental Law Society
-- *Matrix* (newspaper) editorial staff
University of Michigan, Horace H. Rackham School of Graduate Studies, Ann Arbor, Michigan, 1969-
1971,
completed 36 graduate hours in history Ph.D. Program, with specialization in specializing in the
history of the British Empire and Commonwealth.
University of Virginia, Corcoran Department of History, Charlottesville, Virginia, 1968- 1969, completed
24
graduate hours in history in M.A. program (ABT) under a University Fellowship,
B.A., 1968, history (English minor), The American University, Washington, D.C.
-- Top Quarter
-- University Honors Program, 1968
-- The American Magazine, copy editor
-- Honor and Professional Societies: Phi Alpha Theta (history), Pi Gamma Mu (social sciences),
Delta Phi Epsilon (foreign service)
Certificate, 2004, Gaithersburg City College, Gaithersburg, Maryland
Certificate, 1991, Certified Planning Commissioner Graduate Program on Growth Management,
Virginia Polytechnic Institute & State University, Blacksburg, Virginia (coursework in
Charlottesville)
Certificate, 1989, Introduction to the Freedom of Information Act, Parklawn Training Center, Rockville,
Maryland
Certificate, 1988, Certified Planning Commissioner Program, Virginia Polytechnic Institute and State
University, Blacksburg, Virginia (coursework in Leesburg)
Certificate, 1988, Medicine for Attorneys, Armed Forces Institute of Pathology, Bethesda, Maryland
Certificate, 1988, Introduction to MS-DOS, Parklawn Training Center, Rockville, Maryland
Certificate, 1985, Land Use Planning, Howard Community College, Columbia, Maryland
Certificate, 1984, Regulation Writing, Food and Drug Administration, Rockville, Maryland
Certificate, 1980, Principles of Regulation Writing, Office of the Federal Register, Washington, D.C.
Certificate, 1979, Food and Drug Law Course, Food and Drug Administration, Estes Park, Colorado
Certificate, 1972, Labor Union Education Program, University of Missouri, Columbia, Missouri
Additional courses, University of Pennsylvania, Philadelphia, Pennsylvania; George Washington University,
Washington, D.C.; Montgomery College, Rockville, Maryland

PROFESSIONAL MEMBERSHIPS

American Planning Association
Urban Land Institute
Community Associations Institute
1,000 Friends of Maryland
Coalition for Smarter Growth
Maryland Main Street Development Association
Maryland Land Use Round Table
National Trust for Historic Preservation
National Alliance of Preservation Commissioners
Maryland Association of Historic District Commissioners
Preservation Maryland (Society for the Preservation of Maryland Antiquities)
Montgomery Preservation Inc.
Society for Preservation Technology
American Historical Association
Maryland Heritage Alliance
National Association of Housing and Redevelopment Officials
American Bar Association, Public Transportation Committee, Land Use, Planning & Zoning
Committee (Subcommittees on Innovative Growth Management Measures, Historic Preservation and
Architectural Contracts, and Zoning Process) of the Section of State and Local Government Law;
Food and Drug Law Committee, Consumer Products Regulation Committee of the Section of
Administrative Law and Regulatory Practice; Section of Government Practice; Senior Lawyers
Division
Federal Bar Association
Maryland State Bar Association-Real Property, Administrative, Health Care sections
Bar Association of Montgomery County-Real Property Section, Legislative Committee
Bar Association of the District of Columbia
Bar Association of Baltimore City
Regulatory Affairs Professionals Society
American Medical Writers Association
National Press Photographers Association
The Society of Professional Journalists/Sigma Delta Chi, Washington Professional Chapter and New York
Headline Club professional chapter
The National Press Club, Washington, D.C. (Active Membership No. 697)
The Downhold Club, association of former Unipressers (United Press International staffers)

BAR ADMISSIONS

(I am retired. Bar memberships are all inactive.)

District of Columbia (admitted 1980)
Maryland (admitted 1981)
Supreme Bench of Baltimore City (admitted 1981)
United States Supreme Court (admitted 1986)

* * *



APPLICATION FOR COUNCIL MEMBER

To: Gaithersburg City Council
c/o The City Attorney

I hereby request that you include my name for consideration for the office of Council Member

Please Print: Richard L. Arkin
(Legal First, Middle Initial and Last Name. No nicknames or titles.)

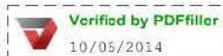
I DO HEREBY CERTIFY THE FOLLOWING:

1. My name is: Richard L. Arkin
2. I am a registered voter in the City of Gaithersburg.
3. I now reside at: 121 Selby Street, Gaithersburg, MD 20878-5647
(Address, City & Zip Code)
- Home Telephone: (301) 807-1058 Business Telephone: N/A (retired)
4. I have attached a Financial Disclosure Statement and a letter of interest detailing why I am interested in the position and my priorities for the City of Gaithersburg.
5. I consent to the public release of my name, this Application, Financial Disclosure Statement and letter of interest.

I DO FURTHER CERTIFY:

1. I meet the qualifications for the above stated office, as set forth in Sections 4 of the City Charter.
2. I am not a candidate for any other elected office in the City of Gaithersburg.

Richard L. Arkin
Signature of Applicant



October 6, 2014
Date of this Application

THIS APPLICATION FOR COUNCIL MEMBER SHALL BE FILED AT THE OFFICE OF THE CITY ATTORNEY ON OR BEFORE 5:00 P.M. ON MONDAY, OCTOBER 6, 2014.



CITY OF GAITHERSBURG, MARYLAND FINANCIAL STATEMENT APPLICANTS FOR COUNCIL MEMBER

NAME: Richard L. Arkin

ELECTED OFFICE SEEKING: City Council Member

This Financial Disclosure Statement covers the period of time from January 1, 2014 through October 6, 2014.

Please list the gifts* exceeding Fifty Dollars (\$50.00) in value or a combination of transfers from any person or entity exceeding One Hundred Dollars (\$100.00) in value which you received. If you have **NOT** received any gifts, please print **NONE RECEIVED**.

Date Received	Name & Address Of Donor	Description of Gift	Approximate Retail Value (at time of receipt)
--	NONE RECEIVED	--	--

I HEREBY CERTIFY that the above information which is provided in compliance with Chapter 7A of the City Code ("Ethics Code") is true and correct.

SIGNATURE: Richard L. Arkin  **DATE:** October 6, 2014

*The term "gift" is defined in Chapter 7A of the City Code ("Ethics Code"), Sections 7A-1.3(c) and 7A-4(h) and does not include campaign contributions.



**CITY OF GAITHERSBURG, MARYLAND
INTEREST OR EMPLOYMENT DISCLOSURE
APPLICANTS FOR COUNCIL MEMBER**

NAME: Richard L. Arkin

ELECTED OFFICE SEEKING: City Council Member

This Interest or Employment Disclosure Statement must be filed by October 6, 2014.

I have the following interests that may create a conflict of interest under Chapter 7A of the City Code ("Ethics Code") Section 7A-4.

NONE

I am employed by:

I am retired.

I HEREBY CERTIFY that the above information which is provided in compliance with Chapter 7A of the City Code ("Ethics Code") is true and correct.

SIGNATURE: Richard L. Arkin



DATE: October 6, 2014

RICHARD L. ARKIN

121 SELBY STREET
GAITHERSBURG, MARYLAND 20878-5647
PHONE: 301-807-1058
FAX: 206-984-2758
RICHARDARKIN@COMCAST.NET

October 6, 2014

Gaithersburg City Council
c/o City Attorney
City Hall
31 South Summit Avenue
Gaithersburg, MD 20877

Re: Application for Council Member

Your Honor and Members of the City Council

This letter is intended to express my interest in being appointed to the vacancy on the City Council which is expected to take place after the November 4, 2014 general election.

As my attached curriculum vitae illustrates, I have a wide-ranging background in local planning and community development and broad experience in local politics. My background would enable me to hit the ground running if appointed to the City Council and to make a significant contribution to the development of Gaithersburg

I also attached a statement of my priorities for Gaithersburg and of my vision for our community's future.

I would be happy to meet with the City Council at your convenience to discuss the City's future and my application.

Thank you very much.

Sincerely,

Richard L. Arkin

Richard L. Arkin

APPENDED: Statement of Priorities and Vision
ATTACHMENT 1: Curriculum Vitae
ATTACHMENT 2: City Council Member Application

**STATEMENT OF PRIORITIES
FOR THE
CITY OF GAITHERSBURG
AND A VISION FOR ITS FUTURE**

Richard L. Arkin
121 Selby Street
Gaithersburg, MD 20878-5647
richardarkin@comcast.net
phone: (301) 807-1058
fax: 206-984-2758

The late Mayor W.. Edward Bohrer Jr. used to introduce himself as being the mayor of "the greatest little city in America" and the present mayor uses similar language in describing his role. Gaithersburg is, indeed a singular place in the Washington metropolitan region, a city that embraces people of all races, colors and creeds and makes them feel at home.

Gaithersburg is a small city at the center of one of the world's most important metropolitan regions. It is a great place to live, work, own a business, or retire. Gaithersburg is a place where a person can be active and creative and find public and private programs that foster creativity. It is a place where entertainment and recreation opportunities -- public and private -- abound. It is a place with excellent schools for its children, and where colleges, universities, and graduate level courses are just down the road. City and public-private programs for children, adults, and seniors add to the richness of life in Gaithersburg.

Gaithersburg is a major employment center filled with large and small companies and agencies, and where a number of nationally and internationally renowned businesses and government agencies are headquartered or have offices. High quality medical care is available in and around Gaithersburg, including a first-rate hospital just outside the city limits, others nearby, and yet another about to be built just outside the other side of the city..

Gaithersburg's government is unusually efficient and responsible. It is both people-centered and business-friendly. The City provides more programs for its citizens and nearby residents than any other community its size in the region (and more programs than many larger jurisdictions), while providing planning and economic development programs for businesses that are second to none. **My top priority would be continuing the excellent services the City provides.**

My late wife and I became residents of Gaithersburg as a matter of choice. We did not become Gaithersburghers by birth, accident, or happenstance, but chose to make Gaithersburg our home because of its openness, friendliness, and the opportunities it offered (and still offers) for friendship and family. My late wife Diane was born and raised in Baltimore, a large city made up of vibrant neighborhoods. She moved here with her son Matt because it is such a great place to raise a family.

I was born in Washington (I am a fourth-generation Washingtonian) and grew up in Arlington at a time when it was not much larger than today's Gaithersburg and when it had opportunities and a progressive, people-oriented local government very much like ours. I left the region for graduate school and moved to Montgomery County when I returned to the area, living first in Silver Spring, then moving to Rockville, a city about the same size as Gaithersburg which, while quite different in some respects, also has a very similar local character and ethos. When Diane and I got married and had a family, we chose Gaithersburg as the best place in the region to raise a family and to be involved in community life.

Like Baltimore (and like Arlington where I grew up and Rockville where I lived for many years), Gaithersburg is a city of neighborhoods. Each neighborhood has a unique character and many have unique centers. In the New Urbanist west side of Gaithersburg (along the route of the future Corridor Cities Transitway), the major neighborhoods either have or are developing coherent, walkable commercial centers.

The most advanced commercial core is Downtown Kentlands (a/k/a the Kentlands Boulevard Commercial District), which forms the walkable downtown for Kentlands-Lakelands, the community in which I have lived for almost 23 years (during which time I participated in a variety of positions, as one of the stewards of its development and operation.) Another very promising new urbanist community with such a core Crown Farm, with its mixed-use urban center known as Downtown Crown. In Kentlands-Lakelands and Crown, a conscious and largely successful effort has been made to preserve historic structures and use them as a focus for new development. A similar, albeit smaller, mixed-use community with a central core is Parklands. All three neighborhoods will be served by bus rapid transit if the CCT is built as envisioned. **One of my top priorities would be to provide better internal and external transportation and transit and to make the entire City pedestrian-friendly and to improve the links between the new urbanist centers in Gaithersburg to make them function more like city uptowns and to tie Olde Towne to all of Gaithersburg's neighborhoods.**

The new urbanist centers along the CCT have transformed Gaithersburg into a multifocused community, with satellite downtowns or uptowns surrounding Central Gaithersburg's three existing commercial cores -- the Lakeforest complexes and Olde Towne (the City's historic downtown, which is currently its ceremonial and government center). Lakeforest and Olde Towne are linked by a commercial spine between them along Frederick Avenue (Route 355), a spine which continues northward to the office, commercial, and developing mixed-use centers at at Watkins Mill Road. A fourth potential site for a mixed-use new urbanist community with an integral commercial center exists at the Montgomery County Fairgrounds.

It would be one of my top priorities to work with the Mayor and other Council Members in planning for the eventual conversion of Lakeforest and possibly all or part of the Fairgrounds into mixed-use new urbanist centers, create a more walkable Frederick Avenue Corridor along a more boulevard-like Route 355, direct the development of the Watkins Mills new urbanist communities and other satellite projects at the same time as

they are continuing the progress already made in the revitalization and redevelopment of Olde Towne as a mixed-use, multi-purpose community. The objective will be to create an accessible, walkable, sustainable, and more intense Central Gaithersburg into a true downtown for Upcounty Montgomery. At the same time, it would be a top priority to improve support the neighborhoods and their commercial centers and "downtowns"

Northern Gaithersburg's residential development is mostly of good quality, but its commercial areas are very suburban in character. **It would be one of my top priorities to work with the Mayor and other Councilmembers to develop a practical formula that will promote the development of walkable, low-scale mixed-use projects which are self-contained and compatible with existing development and which can also develop into focii and commercial/community centers for the existing neighborhoods on the north side of town.**

As I said earlier, I grew up in Arlington, a community in which the citizenry (including my parents) were heavily involved in local government decision-making. I experienced the same high-intensity citizen involvement in Charlottesville and Ann Arbor, where I did my graduate work, and in Rockville, where I lived for more than a decade. In each of these communities, the citizen involvement in local government (and in historic preservation) helped to give residents who were involved in local government a sense of community ownership. In other words, participation in local politics helped to bind citizens to the communities in which they lived. People-oriented programs and a sensitivity to the historic fabric of each community also helped contribute to community spirit and local pride and played a significant part in helping the citizens develop common goals and a sense of common purpose.

These elements were all present in Gaithersburg when I moved here 25 years ago. It was especially intense in Kentlands-Lakelands and a large number of Kentlands-Lakelands residents have participated in important roles in city government, business, and public affairs. In recent years, however, public participation in government, community affairs, urban planning, and local politics has fallen off sharply and we are now experiencing uncontested elections. Gaithersburg has a first-rate staff, but even the best staff needs a strong decision-making body supported by an active citizenry to deliver great government. Lack of public participation is unhealthy for a community. Citizen involvement is necessary for community cohesion and progress.

It would be one of my top priorities to work with the Mayor and other Council Members in what I believe to be one of the most important tasks of future mayors and city councils -- to re-involve Gaithersburg Citizens and stakeholders in local planning and decision-making. We used to have the most progressive, most forward-looking, most creative planning in the region. Our willingness to innovate used to attract creative developers who worked in partnership with citizens, businesses, and government to envision future neighborhoods and communities. But with the singular exception of Crown, those days seem to have largely passed for Gaithersburg.

We have not gone through a genuine community-based planning process since the charrettes that resulted in the Crown plan. Our approach now is much more reactive and much more piecemeal. The result is that while development has continued in Central Gaithersburg, it is less pioneering than it used to be. **It would be one of my top priorities to work with the Mayor and other Council Members in developing with the Citizens and stakeholders of Gaithersburg an overall vision for the city.**

The City is now updating the Master Plan in an years-long incremental process. This is a process which seemingly takes forever and does not make it easy for the public to participate except by looking at the TV. **It would be among my most important priorities to make it easier for the public to participate in planning and all non-emergency and non-first responder public affairs..**

Gaithersburg has the tools in its possession or at hand. Gaithersburg We have good (albeit small) community relations workgroups, solid technical competence, and a wealth of consultants. We should take advantage of the rich resources we have or which are available to us to take the City and its citizens. **It would be among my top priorities for Gaithersburg to work with the Mayor and other Council Members to bring the City through a state-of-the-art visioning process to guide our future development and to help give Gaithersburghers a sense of common destiny.**

The sitting Mayor and City Council have worked hard to improve opportunities for the public to genuinely participate in public meetings. **It would be among my top priorities to work with the Mayor and other Council Members in making all our governmental processes more transparent and more open and in bringing the public back into full involvement in local politics and community decision-making.**

I hope these thoughts are helpful.

Sincerely,

Richard L. Arkin

Richard L. Arkin