

DEC 21 2016

City Clerk



**CITY OF MORGAN HILL
APPLICATION FOR APPOINTMENT TO
COMMISSION OR COMMITTEE**

(In order to be considered for appointment, this application form must be fully executed and all questions answered by applicant, including those who are Incumbents. If you prefer to type your answers on the form, an electronic version will be e-mailed to you upon request.)

Name: Susan L Koepp-Baker *E-mail Address: _____

*Home address: _____ *City: Morgan Hill, CA

*Telephone: (Work) (_____) (Home) (_____) (Cell) (_____) -

Occupation: Owner Employer: Enviro-Tech Services

Number of Years lived within City Limits: 18.00 Are you a registered voter? Yes ☒ No ☐

If not a MH resident, years worked in City Limits: _____ -or-

Years lived within the MH School District boundary: 18

Do you have any relatives currently employed by the City of Morgan Hill? Yes ☐ No ☒

Properties owned in Morgan Hill/Address(es):
_____ residence

*I consent to the release to the public of the above contact information marked with an *: Yes ☒ No ☐

QUESTIONNAIRE

(Please attach additional sheets, as necessary, to provide complete answers)

1. Please attach a resumé, or briefly describe your background, listing the qualifications and skills, which you can contribute to the Commission.

10 years of in-depth work with MH Planning Commission - 13 years working with Environmental Advisory Council and Planning Commission in my prior life. Resume is attached.

2. Have you served on any other citizen advisory commissions or committees? If so, please list and briefly explain the purpose of each committee.

Planning Commission - 10 years, Rent Commission - 1 year, PC Rep to Recreation Commission - 3 years

3. What do you believe to be the role of the Commission, and why you would like to serve on this Commission?

Commissioners dig deeply into applications that come before it, i.e., they read and discuss in detail all building issues relative to the RDCS and that work provides a secondary base of understanding for Council - PC acts as a second set of eyes and ears for Council.

4. What skills and experience do you believe would be important to your role as a Commissioner?

A degree in government administration and 35 years working with municipal governments in areas where we lived both as a volunteer and a contractor.

5. How would you know if the Commission is successful in supporting the City Council's Goals?

I think the Council can derive the greatest advantage when PC recommendations lessen Council meeting prep - when PC sees that well thought out, rational approach to the RDCS assists Council in its decision-making processes -

6. What would you like to accomplish as a member of the Commission?

First, do my homework - study the new RDCS and see how it integrates into the 2035 GP and then study the newest allocations to see how they fit into the community.

7. What are the greatest opportunities facing the community in regards to this Commission?

Morgan Hill is challenged by its growth - its need to provide adequate infrastructure while providing a balance between residential and commercial. We need to look at infill in the Monterey People want to live here - we have fulfilled the prophecy that "if you build it, they will come."

8. If you are an incumbent seeking reappointment:

- | | | |
|--|------------------------------|--|
| • Are you currently serving on a Committee? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| • Are you next in line to serve as Chair or Vice-Chair? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| • Are you assigned to a special project? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| • If assigned to a special project, please identify the project: | | |

Name of commission

9. I am interested in serving on the following Commission or Committee? Please indicate:

☐ **LIBRARY, CULTURAL AND ARTS COMMISSION**

The Library, Culture and Arts Commission provides the City Council with advice and recommendations regarding the adequacy of library facilities; seeks opportunities for city sponsored artistic and performance opportunities; encourages community involvement in the arts; and reviews and recommends works of art to be acquired by the City or installed on public property. This seven member Committee meets on the second Tuesday of odd numbered months at 7:00 p.m. at the Morgan Hill Library.

☐ **PARKS & RECREATION COMMISSION**

The Parks and Recreation Commission provides the City Council with advice and recommendations on recreation programs, activities and resources. The Commission also plans for the future growth and development of parks facilities and recreation programming. This seven member Commission meets on the third Tuesday of odd numbered months at 7:00 p.m.

☒ **PLANNING COMMISSION**

The Planning Commission performs duties and exercises power and authority with regard to planning, subdivisions, zoning, zoning administration, residential development control, and other land use regulatory controls as prescribed by ordinance and state law. The Commission serves as an advisory body to the City Council on Zoning and General Plan related matters. The Commission is a seven member body, and each commissioner serves a term of four years and meets on the second and fourth Tuesday each month.

By my signature below, I acknowledge that I will be subject to the City's Conflict of Interest Code; the City Council's requirement of a two hour "Fair Political Practices Commission AB1234 Ethics" training session, and the requirement to file Statements of Economic Interest forms with the City of Morgan Hill when I assume office, annually thereafter, and when leaving office.

By my signature below, I consent to comply with all government regulations, should I be appointed to serve on a City of Morgan Hill Commission or Committee, and confirm that I have read the attached Ethics Policy; that I do subscribe to this Policy; that I will apply it to the specific responsibilities which I may be assigned; and that I will practice the core values set forth in this Policy in my public service for the City of Morgan Hill. Additionally, I commit to attend and participate in all Commission and Committee meetings to which I am appointed, unless excused by the Chair.

SIGNATURE: _____

Susan L. Kaupp Baker

Date: _____

12/14/16

SUSAN L. KOEPP-BAKER

General Manager: SKB Services, Inc., dba: Enviro-Tech Services – Environmental remediation company, 2010 to present. **General Manager:** Enviro-Tech Electric, Electrical Construction Company

Grants Consultant - Contractor: Bradley Associates and Venus Enterprises and Associates, San Jose, CA. Individual Clients: Santa Clara Valley Science and Engineering Fair Association, Plan Ready Software, Bay Area Women's Sports Initiative, South Bay Children's Emergency Center, Project Hired; A Schmahl Science Workshop (Contract- 2005/11)

Grants Consultant - Catholic Charities of Santa Clara County, Older Adult Services, (Contract-2003/4)

Grants Manager - Girl Scouts of Santa Clara County - Secured and managed over \$600,000 in Federal DOJ, state, and county contracts; secured and managed foundation and corporation grant contracts. Expanded and enhanced government funding program; captured additional grant commitments in excess of \$200,000; secured placement for continued CA, SCC, and San Jose City contracts. (Employee-2001-2003)

Grant Writer/Fund Development Associate - Career Action Center - Developed and managed workforce improvement grants - San Jose Youth Conservation Corps; Mayfair Initiative, (Employee-2001)

Grant Writer - Data Development, Inc. (PA) - Developed Federal, State, County, and Foundation Housing and Workforce Improvement Grants - Cornerstone Group, (Contract-1998/99)

Program Manager - East Pikeland Township (PA) - Developed and Managed Park, Recreation and Curbside Recycling Programs, Chaired environmental studies; Developed and administered \$751,000 in Grant Contracts; Edited and Published Newsletters; (Contract-1993/98)

Research Editor - Thomas Publishing Company (NY)- Edited/Proofed Content for national and international Thomas Register Technical Products Database and Thomas Online. (Contract-1987/97)

EDUCATION:

West Chester University (PA), Political Science, Public Administration, BA, Honors, 1998
Immaculata College, Accounting/Finance Certificate Program, Honors; State University of New York, A.A.S. Business, Honors

Professional Courses: Grants.gov 2006 funding seminar; AFP Seminars, Compass Point Fundraising Seminars, Foundation Center Grant writing Seminar, DCNR and DEP - "TEA 21;" "How To Write Government Grants," "Grant Writing Fundamentals," "Grant Writing Administration" PA DOT - "How to Write for Big Bucks;" DCCC - "Small Business Administration," "How to Start Your Own Business;" UCSB - "Accounting for Non-Profits;" US Dept. of Energy "Grantsmanship Docs."

Honors: Pi Sigma Alpha and Pi Gamma Mu National Honor Societies
1998 Lewis Marshall Public Service Award, Chester County Twp. Officials
1998 Public Service Award, PA-Delaware-Pomona Grange

Non-profit and Civic Experience:

2016	Sec	Industry Council for Small Business Development
2012/16	Chr.	Finance Committee, Work 2 Future; Executive Committee
2006/16	Mbr	Board, Silicon Valley Workforce Improvement Network - Work2future
2005/15	Mbr	City of Morgan Hill Planning Commission
2011/16	Mbr	Industry Council for Small Business Development
2005/16	Mbr	American Association of University Women, MH Branch
2005/07	Mbr.	Board, School Health Clinics of Santa Clara County
2003/06	Sec.	Board, South County Day Worker Committee
2003	Chr.	Inter-branch Council, Santa Clara County AAUW
2002/03	Mbr.	Child Abuse Council, Santa Clara County
2002/03	Mbr.	Association of Fund Raising Professionals
2000/03	Mbr.	Restorative Justice Program, Santa Clara County
2000	Mbr.	Leadership Program, Morgan Hill Chamber of Commerce
2000/09	Mbr.	Morgan Hill Chamber of Commerce, Economic Development Council