



DATE/TIME REC'D:

RECEIVED**DEC 16 2019**CITY OF SANTA ROSA
CITY CLERK'S OFFICE

9:55 a.m.

COMPLETED AND SIGNED APPLICATION MUST BE FILED WITH THE CITY CLERK BY:
DECEMBER 18, 2019, AT 5:00 P.M.

APPLICATION FOR APPOINTMENT TO THE SANTA ROSA CITY COUNCIL

This application is to fill a vacancy on the Santa Rosa City Council expiring in December 2020. This application is a public document. It may be reviewed by any member of the public upon request after the close of the application period. Only Santa Rosa registered voters who have submitted a complete application packet by the deadline will be considered for appointment.

Name: Karen L. Weeks

Residence Address: [REDACTED] Santa Rosa, CA 95405

Mailing Address (if different): _____

E-mail: [REDACTED]

Home Phone: [REDACTED] Daytime Phone: [REDACTED]

Are you currently a registered voter and a resident of the City of Santa Rosa? yes

Years of Residence in the City: 41 years

Resident of City Council District No: 2

Please answer the following questions on a separate sheet(s) of paper as they relate to the Council seat you are seeking.

see attached

Part I:

1. Please describe your background as it relates to your application for appointment to the Council.
2. Please describe your qualifications for appointment to the Council.
3. Please state why you wish to be appointed to the Council.

Part II:

1. What particular skills do you bring to the Council?
2. Why do you think you should be appointed to the City Council?

3. How much time do you have available to serve?
4. In your opinion, what are the top two pressing issues facing the City of Santa Rosa and why?
5. How have you remained current and informed on City issues?
6. Please summarize your experiences in community activities or issues affecting the City of Santa Rosa. Give specific examples of your personal involvement.
7. Do you have any specialized training or other qualifications that would be important for the Council to consider?
8. Serving on the Council requires you to annually file a Statement of Economic Interests (FPPC Form 700), a public document in which you disclose your financial interests. Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct/indirect financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or other financial interests in relation to your responsibilities as a member of the Council? If yes, please describe any potential conflicts.

To be appointed to the Council you must be a registered voter residing in the City of Santa Rosa at the time of submitting this application and must remain an elector of the City while serving on the Council.

To be considered for appointment you must submit in person:

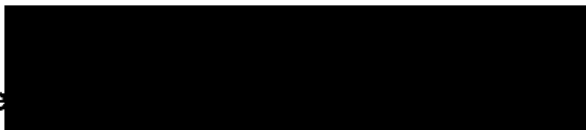
1. The application with any supplemental sheets attached;
2. The FPPC Form 700 (Statement of Economic Interests); and
3. The Nomination Paper with no fewer than 20 signatures, with names and addresses of Santa Rosa registered voters to:

City Clerk's Office,
City Hall, Room 10,
100 Santa Rosa Avenue,
Santa Rosa, CA 95404

FILING DEADLINE: DECEMBER 18, 2019, AT 5:00 P.M. PLEASE NOTE THAT ROOM 10 IS CLOSED ON FRIDAYS. TO SUBMIT APPLICATION/NOMINATION PAPERS ON A FRIDAY, PLEASE CALL 707-543-3015 TO SCHEDULE AN APPOINTMENT.

I Karen L. Weeks swear/affirm that the foregoing information is true and correct.

Applicant's Signature



Date 12.16.19

APPLICATION FOR APPOINTMENT TO SANTA ROSA CITY COUNCIL

Part I

1. Please describe your background as it relates to your application for appointment to the City Council.

I have been a resident of Santa Rosa since 1978 and was born and raised in Petaluma. I have a degree in History from Sonoma State University.

My involvement with the City of Santa Rosa began in 1985 and has continued ever since. In 1985 I applied for and was hired as a Housing Programs Specialist with the City of Santa Rosa's Department of Housing and Redevelopment.

In 1999, I transferred to the Police Department in the position of Administrative Services Officer.

In 2013, I retired from the City of Santa Rosa. Within one month of retirement, I was appointed to the Measure O Oversight Committee. In 2014, I was selected to fill a position on the Mayor's Open Government Task Force. In 2017 I was appointed to fill a position on the Planning Commission and am now Vice-Chair. In 2019, I was asked to serve on the Merit Awards Committee.

2. Please describe your qualifications for appointment to the City Council.

I have a wealth of experience which qualifies me for this appointment.

Professional Experience - As stated in Question 1, in 1985 I began my career with the City of Santa Rosa in the Department of Housing and Redevelopment, as a Housing Programs Specialist. During my tenure in that position, I worked in a variety of programs. I was fortunate that at that time we were starting a number of new programs which I had the opportunity to help develop. I will highlight a few of those programs:

Affordable Housing – During my time in Housing and Redevelopment, I was the primary staff for loans to non-profit housing developers, such as Burbank Housing Development Corporation, BRIDGE Housing, Habitat for Humanity, EAH. My role was to review applications, including pro forma's, entitlements, present the project to the Housing Authority Board and hold neighborhood meetings. I developed the loan agreements ensuring the funding requirements were met. Once funded, I assisted in obtaining other funds – such as tax credits, State financing, etc. Working with other related departments I helped to ensure that the projects were completed. I received an award from Burbank Housing Development Corporation for my work in this area.

Neighborhood Revitalization Program (NRP) – I was instrumental in creating was the Neighborhood Revitalization Program (NRP). In the 1990's the Department undertook the goal to assist vulnerable neighborhoods who were struggling with crime and unsafe/substandard housing conditions. After I developed the program and it was approved by the City Council, we began to implement the program working to engage the neighborhoods, identifying neighborhood leaders, working with other departments such as Code Enforcement, Police, Fire, City Attorney, and Recreation and Parks. I organized a number of neighborhood meetings and events – including working to create a community garden and tot lot. I also engaged with a number of non-profits to provide services. One aspect of the program was to undertake inspections of all the units. We tried to get property owners to comply and in some cases it was necessary to institute legal action. I helped develop a loan program to assist non-profits purchase and rehabilitate some of the units. This program was the first multi department taskforce and that cooperation was instrumental in the success of the program. I was fortunate to present the program at two conferences.

Homeless Programs –When I began working for the City, there were no programs to assist in creating or funding homeless shelters. I was assigned to work on this. From the late 1980's until I left the Department I was the homeless point person, initially working with Salvation Army to create the winter Salvation Army Family Emergency Shelter (SAFEhouse) at the old General Hospital (now Family Support Center). After that closed I worked with Catholic Charities to establish the Family Support Center on the same site, as well as creating the Homeless Service Center. In addition to these, the City, through Community Development Block Grant funded Community Support Network, Community Action Partnership, Women's Recovery Service, etc. I applied for and administered the Federal Emergency Shelter Grant Funds which Santa Rosa received thru a State allocation. I worked with various applicants to ensure a fair funding mechanism.

In 1999, I applied for and was hired for the promotional position of Administrative Service Officer in the Police Department. In the Police Department I was part of the Executive Team leading the department. My duties were varied and some of those are described as follows:

Budget – I was responsible for the preparation and management of a \$44 million budget. During my tenure the department always ended the fiscal year in the black. I also was responsible for the administration of both Federal and State grants. This included presenting the items at City Council, submitting the reimbursement requests, and completing annual reports. I administered all of the many contracts of the department. After approval by the voters of Measure O, I was the staff liaison with the Measure O Oversight Committee which included the annual report and presentations at City Council. As part of the Executive Team, we were able to plan for budget cuts without layoffs by holding positions vacant in anticipation of the Citywide cuts. I and the ASO in Water developed a training program for City employees interested in learning more about the budget. This annual training helped those interested in promoting learn more about the nuances of the budget.

Employee Relations – During the 2008 budget downturn the Department eliminated some positions and I assumed the supervision of the Personnel Service Team, which included overseeing backgrounds, hiring, and administrations of leaves. Also during my tenure in the

department I served as a mentor to many employees, both within the department and in other departments. In 2008, I and another City ASO took on the management of the citywide mentoring program when staff in Human Resources was reduced. We were successful in keeping this valuable program going during rough times. I also served a number of times as the Employee Fund Representative for Police, encouraging staff to participate in various activities. I have participated on many interview/evaluation panels during my time with the City.

City Council Liaison – Due to my knowledge and engagement within the City, I took on the responsibility of liaison to the City Council attending agenda review meetings, writing and approving staff reports, presenting before City Council and attending goal settings.

Other Experience

As referenced in Question 1 my City involvement did not end when I retired. Since that time I have served on the Measure O Oversight Committee, the Open Government Taskforce, Planning Commission, the Sesquicentennial Committee and the Merit Awards.

3. Please describe why you wish to be appointed to the Council.

I wish to be appointed to the Council for one primary reason. I want to help the City. I am uniquely qualified in that I have experience both as staff and being on a policy board. I have a skill set that is not duplicated on the Council. All of my knowledge, skills and abilities have positioned me for this role. I can become part of the team in a seamless fashion. I want to assist the City in completing the initiatives that are being undertaken. I have the passion, the time and the knowledge to help in this endeavor.

Part II

1. What particular skills do you to bring to the Council?

Due to my professional experience I have deep knowledge of how the City functions. I am familiar with Rosenberg Rules, having served on the Planning Commission and chaired meetings. I am extremely familiar with the Brown Act. I know the various City's funding sources and how they can be used.

2. Why do you think you should be appointed to the City Council?

I have the knowledge, skills and ability to do an excellent job as a Councilmember. As stated above I have a wealth of experience as it relates to the City of Santa Rosa. I will need very little training and can hit the ground running to help accomplish the Council goals.

3. How much time do you have available to serve?

I am retired and am able to spend as much time as necessary to do an excellent job.

4. In your opinion, what are the top two pressing issues facing the City of Santa Rosa and why?

In my opinion the top two issues facing Santa Rosa are housing and homeless. While they are very much interrelated they are separate. With my professional experience I have a unique perspective on these issues.

Housing – The lack of housing for all income levels, but primarily for the middle and lower incomes remains a problem in Santa Rosa (as well as the rest of the county). The lack of affordable housing means that it is harder to recruit businesses and employees into the community. Children born and raised here are not able to stay. Recruiting teachers becomes harder. While the City has taken a number of steps to encourage the creation of housing, it still is lagging. The reasons why are many and varied – land prices, building costs, lack of labor. The Tubbs fire where 5% of the housing stock was destroyed added to the problem. Some people left the area and chose not to rebuild. The lack of skilled tradespeople was exacerbated. Doctors and other professionals moved away. It will take all of us working together to continue working towards the goal of providing housing for all. The recent draft of the Downtown Station Area Plan demonstrates the flexibility that is much needed to build more housing.

Homeless – If you asked people to name an issue facing Santa Rosa, I believe the answer would be homeless. The homeless issue is very complex and there is no easy fix. It is a county wide problem and needs a county wide focus. We see people who are homeless every day and there is no one size fits all to assist people facing this issue. The Leadership Council of the Sonoma County Continuum of Care (CoC), is a step in the right direction. There is no one size fits all for people who are homeless. The recent approval of the Homeless Housing, Assistance and Prevention (HHAP) funds from the State of California will help in addressing some of the needs. Shelters, safe parking areas, navigation centers, rapid rehousing, HOST can all help with addressing the issue. Santa Rosa needs to be aligned with the Federal and State mandated Housing First strategy. This regional approach needs to continue to develop and expand to include ALL of the communities. We can't do it on our own. This issue is not unique to Sonoma County but is a national issue

5. How have you remained current and informed on City issues?

I watch all the City Council meetings, as well as other boards and commissions. In addition, I subscribe to the various "list serves" the City has. I attend neighborhood meetings as they relate to City issues. In addition, being Vice-Chair of the Planning Commission many current issues are brought before the Commission on a bi-weekly basis. Since retirement I have attended all of the Council goal settings, listening to the concerns of residents and the plans of the Council.

6. Please summarize your experiences in community activities or issues affecting the City of Santa Rosa. Give specific examples of your personal involvement.

The following is a list, in chronological order, of some of the community activities I have participated in:

City of Santa Rosa Planning Commission - Vice Chair 2018 to present; Member – 2017 to present
City of Santa Rosa Merit Awards Committee – Member - 2019 to present
Tomorrow's Leaders Today (TLT) Steering Committee Member – 2019 to present
Museum of Sonoma County History Committee Member– 2019 to present; co-curator of the Suffrage to #Metoo exhibit
California Violence Prevention Network Secretary/Treasurer – 2017 to present
Certified Tourism Ambassador – 2014 to present
Historical Society of Santa Rosa Board Member – 2017 to 2019
Mayor's Sesquicentennial Committee – 2016 to 2018
Habitat for Humanity Sonoma County - Board Member/Committee Member – 2014 to 2017
California Welcome Center/Santa Rosa Visitors Center – Volunteer – 2014 to 2017
City of Santa Rosa Measure O Citizens Oversight Committee – 2013 to 2017
Mayor's Open Government Task Force – 2014
United Way Schools of Hope Reading Tutor - 2011 to 2013
Santa Rosa Management Association – Founding Member and Treasurer - 2008 to 2013
Sonoma County Law Enforcement Chaplaincy Service Board Member and Treasurer - 2000 to 2013
City of Santa Rosa Mentoring Program – co-chair 2008 to 2013
City of Santa Rosa Employee fund drive – Multiple years
Leadership Santa Rosa Class 9 – 1993

Other memberships:

League of Women Voters, Sonoma County
Los Cien
Sonoma County Genealogical Society
Luther Burbank Home and Gardens
Sonoma County Historical Society

7. Do you have any specialized training or other qualifications that would be important for the Council to consider?

As previously stated, I have extensive knowledge of City procedures such as how the budget functions, funding sources, revenue sources, labor negotiations, the role of emergency services in community and within the City organization. I have a strong understanding of how services are funded, including housing and homeless programs. From my tenure with the City I am knowledgeable about the structure of the city and how the various departments work. Other training includes emergency operations training, Brown Act. I am current with the required ethics training.

Bliss, Sandi

From: DeeDee Bridges [REDACTED]
Sent: Monday, December 16, 2019 10:06 PM
To: _CityCouncilListPublic
Subject: [EXTERNAL] Recommending Karen Weeks for open council seat

Dear Mayor Schwedhelm and the Honorable members of the Santa Rosa City Council,

It is my pleasure and honor to recommend Karen Weeks to replace and complete the term of the seat vacated by Julie Combs.

I first met Karen while we served together on Mayor Bartley's Task Force on Open Government in 2014. She was appointed after the Task Force had started its work and it was amazing how quickly she became a full and engaged member. It was really an education to watch her delve into issues that were pretty sensitive to the community and city government. After the Task Force submitted its recommendations to the city council, she was active in encouraging the council to implement those recommendations.

She invited me to attend sessions when the city council established their goals and it made me realize the importance of public input at these sessions.

In 2017 she was appointed to the Planning Commission and with her rigorous work ethic she has done an admirable job.

Karen has worked in city government for about 30 years and she understands how government works. The city needs someone who can step into this role in a seamless manner and Karen Weeks is the woman who will do that.

Please give her very serious consideration for this seat on the city council.

Sincerely,

DeeDee Bridges

Terri A. Griffin
[REDACTED]
Santa Rosa, CA 95403

December 9, 2019

Mayor Tom Schwedhelm
Vice-Mayor Victoria Fleming
Council Member Ernesto Olivares
Council Member Chris Rogers
Council Member John Sawyer
Council Member Jack Tibbetts

Dear Mayor, Vice-Mayor and Members of the City Council:

I understand that you will soon be appointing a person to fill the City Council seat vacated by former Council Member Julie Combs. I believe Karen Weeks is uniquely well-qualified to serve in that role.

I had the privilege of working with Karen for 19 years of her 28-year tenure with the City of Santa Rosa, both in her role as Housing Programs Specialist for the Department of Housing and Redevelopment and as the Administrative Services Officer for the Police Department. While serving in these positions, Karen acquired an expansive knowledge of Santa Rosa's budget, operations, programs and services. In working with Karen, I observed her tremendous dedication to the City, strong work ethic, and ability to tackle any challenge with common sense, fairness and sense of purpose. For these reasons, she is highly respected by current and former City staff and officials.

Following her retirement from the City of Santa Rosa, Karen has continued her commitment to public service through her participation on City boards and commissions. Karen currently serves as Vice Chair on the Santa Rosa Planning Commission. Through this service, she has acquired valuable experience working with constituents on land use issues in an official capacity. She previously served as a member of the Measure O Citizens Oversight Committee, where her expertise in the budgets and programs impacted by the measure was highly valued. Karen also served on the City's Open Government Task Force, where she was a strong advocate for increased transparency and community engagement in City government.

Karen, as a lifelong resident of Sonoma County, is passionate about the community's history and serves on the History Advisory Committee for the Museum of Sonoma County. From 2016 to 2018, Karen served on the City's Sesquicentennial Committee and was recently awarded a City Merit Award for her integral participation in a highly successful celebration of the City's 150th year.

For all the reasons stated above, I believe Karen Weeks is the ideal candidate for the current City Council vacancy. Given her broad range of knowledge, vast experience in City government, and passion for community service, Karen could immediately hit the ground running and be an effective and valuable member of the Santa Rosa City Council.

Thank you for your consideration.

Respectfully,

[REDACTED]
Terri A. Griffin

December 10th, 2019

Dear Honorable Members of the Santa Rosa City Council,

I am writing to express my support for Karen Weeks to fill the vacant City Council position.

I know Ms. Weeks to be an active member of our community who cares deeply about the future of our city and our residents. She will strive to make careful decisions to ensure the success of our community.


I had the pleasure of serving on the Sesquicentennial Committee with Karen. She tirelessly planned a program for 5000 residents that celebrated what it means to be a member of our city. Under Karen's guidance the event showcased local entertainment, businesses and celebrated our city's history. She worked to make the event fun and interesting. Karen filled this position as a volunteer and her motivation came from the desire to promote a sense of community.

I also serve with Ms. Weeks on the History Committee of the Museum of Sonoma County. Here Karen volunteers her time to help guide the Museum to produce exhibits that are informative, engaging and highlight our unique history. Currently, Karen is acting as a guest curator for the upcoming exhibit on the history of groundbreaking women in Sonoma County to celebrate the centennial of the ratification of the 19th amendment. Karen's work on this exhibit exemplifies her desire to promote understanding of achievements of people sometimes unnoticed by historians. Her work has brought to light the stories of women who serve as an example to our community and celebrates the accomplishments of women as they fought to obtain the vote.

I believe Ms. Weeks would be an asset to the Council and would help our city on a path to prosperity and unity.

Sincerely,


Staci Pastis


Santa Rosa, CA 95404

December 11, 2019

Mayor Tom Schwedhelm and
Members of the City Council
Santa Rosa City Hall

Dear Mayor Schwedhelm and Members of the City Council:

I am pleased to provide this letter in support of Karen Weeks's application to fill the current City Council vacancy.

I have known Ms. Weeks since the late 1980s when we were both employed by the City of Santa Rosa, she in Housing and me in Planning. The inter-related nature of these fields allowed us to work closely together in forwarding City housing policy.

This ongoing working relationship provided me an opportunity to know Ms. Weeks, her work ethic and character. Ms. Weeks approaches issues very thoughtfully and with an open mind. She understands complex topics, asks questions, comes prepared for meetings, welcomes and considers others' viewpoints and is dedicated to whatever task is at hand.

Due to her long City tenure, not only working in Housing, but later in the Police Department as the Administrative Services Officer and currently in her volunteer position as Vice Chair of the Planning Commission, Ms. Weeks has gained a broad knowledge of the City of Santa Rosa organization and its operations. In addition, Ms. Weeks has volunteered in varying capacities in numerous community organizations, such as on the Boards of Habitat for Humanity and the Historical Society of Santa Rosa, as well in planning and coordinating events including the recent Sesquicentennial celebration. She is community minded and cares deeply about Santa Rosa.

Her work on the Planning Commission provides her current experience with many City policies and procedures as well as ongoing projects. This provides substantial baseline knowledge to allow her to successfully transition to the City Council.

I have no doubt that Ms. Weeks will be an asset to the City Council. If appointed she will be a committed, hard working and positive addition to your ranks.

Sincerely,


Lisa Kranz

December 01, 2019

To Whom It May Concern:

Subject: Karen Weeks (Vacant City Council Position)

I have known and worked closely with Karen for many years and strongly support her candidacy to fill the currently vacant City Council position.

Before retirement I held the position of Housing and Redevelopment director having worked for the City of Santa Rosa for twenty-eight years. Karen was instrumental in coordinating various functions while working with me in the Housing and Redevelopment department. I have always found Karen to be hardworking, tremendously dedicated and totally committed to making Santa Rosa a healthy, safe and well-functioning city. I also know that she continues to bring those same attributes to her current position as vice chair of the city's planning commission and her many other volunteer roles with the city.

One of Karen's primary responsibilities in the department of Housing and Redevelopment was to guide an effort to improve conditions in neighborhoods challenged by a variety of issues including substandard housing conditions and high crime rates. The program, known as Neighborhood Revitalization Program (NRP), was launched by the City Council to focus on identifying and addressing problems to create a safe and well-functioning living environment for lower income families who live in vulnerable neighborhoods. Those families too often are having to face major obstacles while trying to raise their children, avoiding the fear of violence and having to put up with below standard living conditions.

Karen was the "point person" in the department whose responsibility was to convene weekly NRP meetings involving the majority of city departments in order to launch and maintain an array of actions to reduce crime, improve housing conditions, implement programs to support children and pursue a long-term strategy to implement permanent improvements in neighborhoods such as Apple Valley/ Papago Court. In addition to the weekly staff meetings Karen organized frequent meetings with landlords and residents to gain their input and seek cooperation in fulfilling the NRP mission to raise the quality of life in all neighborhoods throughout Santa Rosa.

A combination of experiences in taking on complex housing issues, law enforcement, planning and special events to strengthen the city of Santa Rosa make Karen a great choice for this City Council vacancy. Karen is thoughtful, a great listener, well informed and truly dedicated to those who are fortunate to make Santa Rosa their home.

I encourage you to contact me with any questions; my contact information is noted below.

[REDACTED]
Stephen (Steve) Burke

[REDACTED]
Home/Office
Mobile