



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Sara Cubillos		
Board/Commission Name: Community Roots Housing Public Development Authority		Position Title: Member
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment	City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Appointing Authority: <input type="checkbox"/> City Council <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Other: <i>Governing Council</i>	Term of Position: * 4/1/2020 to 3/31/2023 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
Residential Neighborhood: First Hill	Zip Code: 98122	Contact Phone No.: [REDACTED]
Background: Sara is a Strategic Advisor for Seattle Public Utilities with their Drainage and Wastewater Planning Division. Her career has focused on bringing a voice to those most affected and traditionally underrepresented into environmental decision making and investments. Before Seattle Public Utilities, she was the Equity & Environment Program Coordinator at Seattle Office of Sustainability & Environment. Sara holds a BA in Public Affairs from Seattle University and a Master of Urban Planning from the University of Washington, specializing in Real Estate and a certificate in Historic Preservation. She has been a Capitol Hill resident for nine years.		
Authorizing Signature (original signature): 	Appointing Signatory: Shalimar Gonzales Capitol Hill Housing Governing Council, Board Chair	
Date Signed (appointed): April 13, 2020		

*Term begin and end date is fixed and tied to the position and not the appointment date.

Education

MASTER OF URBAN PLANNING

UNIVERSITY OF WASHINGTON

Certificate in Historic Preservation | Specialization in Real Estate

BACHELOR OF ARTS IN PUBLIC AFFAIRS

SEATTLE UNIVERSITY

Specialization in Urban Studies | Member of Public Affairs Honor Society, Pi Alpha Alpha

Experience

SYSTEM PLANNING STRATEGIC ADVISOR

SEATTLE PUBLIC UTILITIES: DRAINAGE & WASTEWATER LINE OF BUSINESS

SEPTEMBER 2018- PRESENT

Project Manager for the Integrated System Plan: Visioning Process focused on aligning community and Utility priorities to develop multi-benefit infrastructure investments in areas of the city that need them the most.

- Creating an engagement campaign strategy to reach a diverse set of stakeholders where they are, including internal employees, underrepresented communities, local non-profits, and other government agencies
- Managing a \$2M Consultant Contract with 1 prime and 4 subconsultants including. scoping, budgeting, and invoicing
- Facilitating workshops on environmental justice and racial equity as a design practice
- Providing expertise to Utility and City-wide initiatives on environmental justice, community development, affordable housing, advancing racial equity goals and analysis on various projects

EQUITY & ENVIRONMENT PROGRAM COORDINATOR

SEATTLE OFFICE OF SUSTAINABILITY & ENVIRONMENT

AUGUST 2015-AUGUST 2018

Supported the implementation of the Equity & Environment Initiative (EEI), an innovative government approach to centering communities of color and racial justice in the environmental movement. Work included collaborating on strategy development, building trusted partnerships with communities of color, developing contracts for community partners, coaching community partners on collaboration with the City; and coaching government colleagues on racial equity and equitable inclusion of communities of color, immigrants, and refugees in programs and policies.

- Project Manager of Seattle's [Environmental Equity Assessment](#), working in partnership with city staff and community
- Contributed to the creation of first in the nation [Equity & Environment Agenda \(EE Agenda\)](#)
- Contracted with and coached 10 community-based organizations to support their work to implement a multi-ethnic, multi-lingual community engagement plan for underrepresented communities, reaching over 1,000 Seattle residents
- Facilitated and managed a process with the City's [Environmental Justice Committee](#) to create and adopt [Principles of Public Space for Communities of Color](#)
- Logistics lead of Environmental Justice Committee meetings and events
- Project lead of a community design + build "parklet" with Ethiopian Community of Seattle and Sustainable Seattle

ENVIRONMENTAL JUSTICE & SERVICE EQUITY INTERN

SEATTLE PUBLIC UTILITIES

MAY 2014-AUGUST 2015

Supported all project areas including Local Hazardous Waste Management program, community meetings for strategic business plan, and community engagement on food waste policy roll-out.

- Supported Chinese Information and Service Center & Puget Sound Sage to develop creative engagement events to support people of color, immigrants, refugee customers in learning about and participating in food waste composting requirement
- Updated and organized content for EJSE Division website
- Led logistics planning for Watershed Tours for underrepresented community members

VOLUNTEER WORK (All Current)

- Emerging Leader Fellow for [Capitol Hill Housing](#)
- Professionals Council Member for [UW Master of Urban Planning Program](#)
- Strategic Planning Committee member for [UW College of Built Environments](#)
- Mentor for [RVC Green Pathways Fellowship](#)

Community Roots Housing Public Development Authority

DECEMBER 2020

No less than 11 members and no more than 15 members: Pursuant to RCW 35.21.730 and Seattle Municipal Code 3.110, *all* members subject to City Council confirmation, 3-year terms:

- 3 Mayor-appointed
- 8 to 12 Other Appointing Authority-appointed (specify): CHH Governing Council

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
2	M	5	1.	Member	George Staggers	4/1/20	3/31/23	2	Governing Council
3	M	3	3.	Member	Frank F Alvarado III	4/1/17	3/31/21	4	Governing Council
	F		3.	Member	Sarah Cubillos	4/1/20	3/31/23	1	Governing Council
2	F	4	4.	Member	M. Michelle Purnell-Hepburn	4/1/20	3/31/23	1	Governing Council
6	M	3	5.	Member	Paul Breckenridge	4/1/20	3/31/23	2	Governing Council
6	F	3	6.	Member	Jill Cronauer	4/1/20	3/31/23	2	Governing Council
6	F	3	7.	Member	Rachel Ben-Shmuel	4/1/19	3/31/22	3	Governing Council
2	F	N/A	8.	Member	Michelle Morlan	4/1/20	3/31/23	1	Governing Council
6	M	3	9.	Member	Bob Fikso	4/1/20	3/31/23	2	Governing Council
2	F	3	10.	Member	Barbara Nabors-Glass	4/1/18	3/31/21	2	Governing Council
6	M	3	11.	Member	Drew Porter	4/1/18	3/31/21	3	Governing Council
6	M	7	12.	Member	Chasten Fulbright	4/1/27	3/31/20	1	Mayor
6	M	3	13.	Member	Eric Snow	4/1/18	3/31/21	2	Mayor
9	F	7	14.	Member	Shalimar Gonzales	4/1/17	3/31/20	1	Mayor
4	M	3	15.	Member	Derrick Belgarde	4/1/19	3/31/22	2	Governing Council

SELF-IDENTIFIED DIVERSITY CHART

			(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)		
	Men	Women	Transgender	Unknown	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other (Specification Optional)	Caucasian/ Non- Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	2	1								2			1
Council	6	6				4	1	1		5			
Other													
Total	8	7				4	1	1		7			1

Key: *D List the corresponding *Diversity Chart* number (1 through 9) – Diversity information is self-identified & voluntary

****G** List *gender*, **M** = Male, **F**= Female, **T**= Transgender, **U**= Unknown

RD Residential Council District number 1 through 7 or N/A