

City of Seattle



Director Office of Economic Development

Confirmation Packet
June 17, 2015

Brian Surratt

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City of Seattle
Edward B. Murray
Mayor

June 17, 2015

The Honorable Tim Burgess
President, Seattle City Council
Seattle City Hall, 2nd Floor
Seattle, WA 98104

Dear Council President Burgess:

I am pleased to transmit to the City Council the following confirmation packet for my appointment of Brian Surratt as Director of the City's Office of Economic Development.

The materials in this packet are divided into two sections:

A. Brian Surratt

This section contains Mr. Surratt's appointment and oath of office forms, his resume, and the press release announcing his appointment.

B. Background Checks

This section contains the report to the Mayor's Office on Mr. Surratt's background check.

Brian Surratt has served as my senior policy advisor on economic development and utilities since the beginning of my administration. He led the Mayor's Office team that facilitated the work of the Income Inequality Advisory Committee and the City's path to \$15 per hour minimum wage. He has represented me in major business recruitment efforts, including successfully working with regional partners to retain Juno Therapeutics headquarters, a cutting-edge cancer fighting biotechnology firm, in Seattle. Before joining my staff, he was deputy director of the Office of Economic Development.

Prior to joining the City, Mr. Surratt was the public affairs manager for First & Goal, Inc.; a founding vice president of FMVI, Inc. – a Portland-based information technology company; a program manager for a Seattle community development foundation; and a legislative aide to former State Representative and current State Treasurer Jim McIntire.

Office of the Mayor
Seattle City Hall, 7th Floor
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PO Box 94749
1)
Seattle, Washington 98124-
4749

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Hearing Impaired use the Washington Relay Service (7-1-

www.seattle.gov/mayor

The Honorable Tim Burgess

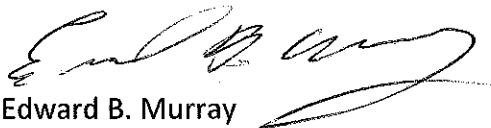
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Mr. Surratt's leadership has been recognized by the German Marshall Fund of the United States, the Asia Society and the White House Fellowship program. He is a member of Leadership Tomorrow's Curriculum Committee and the Seattle Foundation's Economy Advisory Committee. Mr. Surratt received his bachelor's degree from the University of Tulsa and a Masters in Public Administration from the University of Washington.

Brian's leadership, experience, and knowledge of the City and economic development make him the right choice to be the Director of the Office of Economic Development and I urge you to confirm him. If you have any questions about the attached materials or need additional information, please contact Deputy Mayor Kate Joncas at 206-684-3790, or via e-mail, at kate.joncas@seattle.gov.

Sincerely,



Edward B. Murray
Mayor, City of Seattle

SECTION

A



City of Seattle
Edward B. Murray
Mayor

June 1, 2015

Brian Surratt
Seattle, WA 98124
Transmitted via e-mail

Dear Brian,

It gives me great pleasure to appoint you to the position of Director of the Office of Economic Development (Executive 3), effective June 15, 2015 at an annual salary of \$132,000.

Your appointment as Director is subject to City Council confirmation; therefore, you will need to attend the Council's confirmation hearings. After confirmation, you will serve at the pleasure of the Mayor.

Your contingent offer letter provided employment information related to the terms of your employment, benefits, vacation, holiday and sick leave. If you have questions about your employment with the City of Seattle please contact Susan Coskey, Human Resources Director, at 206-615-1622.

I look forward to working with you in your role as Director and wish you success. We have much work ahead of us, and I am confident that the Office of Economic Development will thrive beyond expectation under your leadership.

Sincerely,


A handwritten signature in black ink, appearing to read "Edward B. Murray".

Edward B. Murray
Mayor, City of Seattle

cc: Seattle Department of Human Resources



City of Seattle Department Head Notice of Appointment

Appointee Name: <i>Brian Surratt</i>		
City Department Name: <i>Office of Economic Development</i>		Position Title: <i>Director</i>
<input checked="" type="checkbox"/> Appointment <i>OR</i> <input type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Specify appointing authority</i>		Term of Office: <i>06/17/15 to Mayor's Discretion</i>
Legislated Authority: <i>SMC 3.14.610</i>		
Background: Brian Surratt has served as the Mayor's senior policy advisor on economic development and utilities since the beginning of this administration. He led the Mayor's Office team that facilitated the work of the Income Inequality Advisory Committee and the City's path to \$15 per hour minimum wage. He has represented the Mayor in major business recruitment efforts, including successfully working with regional partners to retain Juno Therapeutics headquarters, a cutting-edge cancer fighting biotechnology firm, in Seattle. Before joining the Mayor's staff, he was deputy director of the Office of Economic Development. Prior to joining the City, Mr. Surratt was the public affairs manager for First & Goal, Inc.; a founding vice president of FMYI, Inc. – a Portland-based information technology company; a program manager for a Seattle community development foundation; and a legislative aide to former State Representative and current State Treasurer Jim McIntire.		
Date of Appointment: <i>06/17/2015</i>	Authorizing Signature (original signature): 	Appointing Signatory: <i>Edward B. Murray</i> Mayor



**CITY OF SEATTLE - STATE OF WASHINGTON
OATH OF OFFICE**

STATE OF WASHINGTON

COUNTY OF KING

I, Brian Surratt, swear or affirm that I possess all the qualifications prescribed in the Seattle City Charter and the Seattle Municipal Code for the position of Director of the Office of Economic Development; that I will support the Constitution of the United States, the Constitution of the State of Washington, and the Charter and Ordinances of the City of Seattle; and that I will faithfully conduct myself as *Director of the Office of Economic Development*.

Brian Surratt

**Subscribed and sworn to before me
this _____ day of _____, 2015**

(affix seal)

Monica Martinez Simmons, City Clerk

BRIAN K. SURRATT

PROFESSIONAL EXPERIENCE

Office of Seattle Mayor Ed Murray, Office of Policy and Innovation, Seattle, Washington

Senior Policy Advisor, 2014 – present

Serving as a senior advisor on economic development and the City of Seattle's power and water utilities.

- Successfully led the City's efforts to create a path to a \$15 per hour minimum wage.
- Representing the Mayor with major business retention and recruitment efforts, including working with regional partners to retain Juno Therapeutics headquarters, a cutting-edge cancer fighting biotechnology firm, in Seattle.
- Leading the Mayor's efforts to reimagine the City's youth employment program and increase the number of youth employed by expanding public sector placements and increasing private sector engagement.

City of Seattle, Office of Economic Development, Seattle, Washington

Deputy Director, 2011 – 2014

Led the day-to-operations of the City's economic development agency; an organization of 24-person staff and a \$16 million annual general fund operating budget. Select accomplishments:

- Led the City's energy efficiency innovation industry strategy; awarded \$300,000 from the U.S. Department of Energy to test a smart buildings pilot project in collaboration with Microsoft, the Washington Clean Energy Partnership; established the project with buildings owned/operated by Boeing, the University of Washington School of Medicine, Sheraton Hotel, and the City of Seattle representing over 4 million square feet and achieved 15-25% reduction in energy use.
- Led the formation of the Seattle Economic Development Commission, a 15-person commission appointed by the Seattle Mayor and City Council charged with developing a 10-year economic vision and strategic plan for Seattle.

Business Development Director, 2006 – 2011

Managed the City's business and workforce development activities and 12-person team and \$9.5 million operating budget.

- Implemented a broad range of innovative economic development programs, including industry sector initiatives, increasing access to healthy foods in low-income areas, neighborhood commercial district investment strategies, and a "Citywide Business Advocacy Team" to help Seattle businesses navigate government services
- Established business retention and expansion program targeting manufacturing, clean technology, retail, information technology, finance, and life science companies, providing direct services to over 500 businesses annually
- Secured \$70 million to develop business finance programs for Seattle businesses

Industry Sectors Manager, 2005 – 2006

Managed the City's initiatives to promote growth in the following key industry sectors: manufacturing and maritime, biotechnology, information technology, and healthcare. Select accomplishments:

- Developed a series of industry "economic impact" studies to provide the City with quantitative and qualitative information on Seattle's key industry sectors

- Developed a new biosafety regulatory system for the Seattle's life science industry

FMYI, Inc. [for my innovation], Portland, Oregon

Vice President of Partnerships, 2004 – 2005

Founding vice president of FMYI, a collaboration software company with a sustainability focus; led the company's early business development efforts. In 2011, FMYI was ranked the 13th fastest growing private company in Oregon. Clients have included Nike, Sony, Aflac, Fox, HBO, Hyatt, Disney, Office Depot, Macy's, the United Kingdom's National Health Service. The company has been profiled by *The New York Times*, *Businessweek*, *TechCrunch*, *BNET*, *Salon.com*.

First & Goal, Inc./Seattle Seahawks, Seattle, Washington

Public Affairs Manager, 2003 – 2005

Responsible for all public affairs activities for CenturyLink Field (home of the National Football League's Seattle Seahawks). Managed the facility's public benefits plan, including reporting requirements to the Washington State Public Stadium Authority, transportation planning, corporate giving, women and minority business enterprise program, community outreach, and media relations.

The South Downtown Foundation, Seattle, Washington

Program Associate, 2000 – 2003

Managed grant-making for a foundation mitigating the construction and operational impacts of CenturyLink Field on Seattle's South Downtown community. The foundation supported public spaces, public safety, and business development projects. During my tenure, awarded over \$4 million, including creation of a small business loan fund and a public safety program.

Washington State Representative Jim McIntire, Seattle and Olympia, Washington

Legislative Assistant, 1998-2000

Provided the former representative with administrative and policy support on various state legislative issues including public school financing, workforce development, and consumer financial privacy.

EDUCATION

The University of Washington, Daniel J. Evans School of Public Affairs, Seattle, Washington

Master of Public Administration, 2004

The University of Tulsa, Tulsa, Oklahoma

Bachelor of Arts, Philosophy and Political Science, 1998

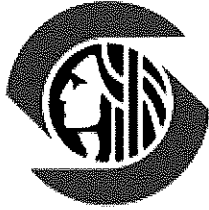
HONORS

The German Marshall Fund of the United States, Marshall Memorial Fellow, 2015

White House Fellowship Program, Regional Finalist, 2009

The Asia Society – Asia 21 Young Leaders Summit, United States Delegate to Seoul, Korea, 2006

Alfred P. Sloan/Woodrow Wilson/Public Policy and International Affairs Fellowship, Fellow, 2004



City of Seattle
Edward B. Murray, Mayor

NEWS RELEASE

FROM THE OFFICE OF THE MAYOR

FOR IMMEDIATE RELEASE:

Contact: Jason Kelly, Mayor's Office Press Secretary, 206.684.8379

Surratt to head Office of Economic Development

SEATTLE (May 29, 2015) – Today Mayor Ed Murray named Brian Surratt director of Seattle's Office of Economic Development (OED). Surratt will replace Steve Johnson, who is stepping down after leading the department for the past six years.

"Brian has demonstrated strong leadership in support of Seattle's workers and businesses," said Murray. "He is a trusted advisor, and his contributions are helping businesses succeed and grow quality jobs. Seattle is a diverse, innovative, and globally connected community of businesses. We look forward to supporting an even more competitive and resilient economy that grows middle-class jobs."

During the first 18 months of the Murray Administration, Surratt has served in the Mayor's Office of Policy and Innovation as senior policy advisor on economic development issues. He helped guide the work of the Income Inequality Advisory Committee that developed the path to a \$15 minimum wage. He also worked with regional partners to recruit and retain businesses in the city, including Juno Therapeutics. This year, Surratt was honored with a fellowship from the German Marshall Fund.

"I am honored by this opportunity to serve the Mayor and the city as director of the Office of Economic Development," says Surratt. "Seattle is a special place that actively cultivates and attracts creative ideas and people that impact the world. Our entrepreneurs are growing the economy without sacrificing our values of shared prosperity. We want to foster an open and supportive environment for creating new jobs in robust business ventures."

Before joining the Mayor's Office, Surratt worked at OED for nearly a decade, including three years as deputy director. Previously, he helped launch a Portland software company, served as public affairs manager for First & Goal, Inc. and the Seattle Seahawks, along with stints at the South Downtown Foundation and with former State Representative and current State Treasurer Jim McIntire.

“The Chamber applauds Mayor Murray’s nomination of Brian Surratt as the next director of OED,” said Maud Daudon, CEO, Seattle Metropolitan Chamber of Commerce. “Brian is one of Seattle’s brightest emerging minds on economic development and understands the many challenges and opportunities facing Seattle’s business community.”

“I got to know Brian Surratt over the past year and a half during the Mayor’s Income Inequality Advisory Committee work,” said David Rolf, President, SEIU 775. “Brian played a remarkable role in working with labor, community and business leaders to help drive a challenging process which ultimately led to Seattle’s historic adoption of a path to a \$15 minimum wage.”

“I have known Brian for 15 years and he has demonstrated his support for Seattle’s manufacturing and maritime communities. I look forward to working with the Mayor and Brian in the years ahead,” said Dave Gering, Executive Director, Manufacturing Industrial Council of Seattle.

“I’ve worked with Brian for eight years and in that time I’ve found him to be a balanced and effective public servant,” said David Freiboth, Executive Secretary Treasurer, Martin Luther King County Labor Council. “He is a true innovator when it comes to developing solutions to complex problems. The prospect of working with someone with Brian’s grasp of the economic complexities of Seattle is exciting.”

“Throughout his role in Mayor Murray’s office, Brian has consistently supported the success of Seattle restaurants,” said Angela Stowell, President, Seattle Restaurant Alliance and co-owner of Ethan Stowell Restaurants. “We hope to continue partnering with him and the Mayor to develop programs and initiatives that support, celebrate and grow Seattle’s restaurant and hospitality community.”

“Brian Surratt’s diverse range of experiences as a civic diplomat, policy wonk, corporate manager and tech entrepreneur make him an impressive choice to lead economic development for Seattle,” said Julie Pham, Vice President, Washington Technology Industry Association. “These roles, combined with his work on his mother’s restaurants and family’s cattle ranch, give Brian a unique perspective on developing and growing businesses of all sizes. WTIA looks forward to continuing our partnership with the Office of Economic Development now under Brian’s leadership to help generate new jobs across the entire region.”

Surratt joins OED on June 15 and will earn an annual salary of \$132,000.

Steve Johnson started his career with the City during Mayor Norm Rice’s administration, when he helped consolidate City ownership of the Cedar River Watershed. At OED, he developed a number of innovative community and economic development programs, including the Rainier Valley Community Development Fund and partnerships with post-secondary education institutions and philanthropy to reimagine how to deliver education and training for low-income working adults.

“Steve has shown exemplary commitment to the people and City of Seattle,” said Murray. “I thank Steve for over two decades of public service, highlighted by the remaking of the Office of

Economic Development. I appreciate his focus on direct service to individual businesses, strategic investments in the revitalization of our neighborhood business districts, and career advancement for working people. I wish him the best in his next chapter.”

“I’m both appreciative of the opportunity to serve in Mayor Murray’s administration and am looking forward to the next chapter in my life,” said Johnson. “The City must play an active role in economic development and I am thrilled at Brian’s appointment. He played an instrumental role in building this office and has the skills to help the Mayor achieve his vision. As for me, I intend to continue my work for the people of Seattle.”

Johnson will be stepping down to spend more time with family before pursuing other professional opportunities.

-MoS-

SECTION

B



City of Seattle

Edward B. Murray, Mayor

Seattle Department of Human Resources

Susan L. Coskey, Director

Date: June 16, 2015

To: Adam Schaefer, City Budget Office

From: Melissa Beatty, Employee Relations, Seattle Department of Human Resources

Subject: **BACKGROUND CHECK – Brian Surratt**

The HR Department has received a copy of Brian Surratt's background check run by A-Check Global. There were no findings that would impact the employment eligibility of Mr. Surratt.

cc: Personnel File

