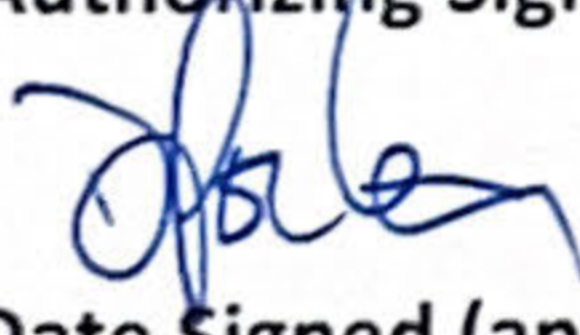




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Sara Cubillos		
Board/Commission Name: Community Roots Housing		Position Title: Member
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: Fill in appointing authority		Term of Position: * 4/1/2023 to 3/31/2026 <input type="checkbox"/> Serving remaining term of a vacant position
Residential Neighborhood: Central District	Zip Code: 98144	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):  Date Signed (appointed): April 10, 2023		Appointing Signatory: Drew Porter Community Roots Housing Governing Council, Board Chair

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

Experience

CLIMATE JUSTICE ADVISOR Office of Sustainability and Environment

NOVEMBER 2022 - PRESENT

Lead for Seattle's Green New Deal including:

- Collaborating with the Green New Deal Oversight Board on city budget recommendations, implementation of investments, and connecting with BIPOC Communities
- Stewarding municipal investments that are connected or fully funded by Green New Deal Payroll Expense Tax Revenue.
- Advancing the goals of the Green New Deal by engaging multiple City of Seattle Departments and initiatives and providing strategic guidance on climate investments

PLANNER, SYSTEM PLANNING TEAM

SEATTLE PUBLIC UTILITIES

SEPTEMBER 2018- NOVEMBER 2022

Project Manager for the [Shape Our Water](#): Visioning Process focused on aligning community and utility priorities to develop a long range plan for multi-benefit infrastructure investments.

- Led the creation and completed [Shape Our Water Community Vision Document](#)
- Completed Shape Our Water Phase 1 Engagement - focused on reaching a diverse set of stakeholders including internal employees, underrepresented communities, local non-profits, and other government agencies
 - Funded 7 BIPOC community-based organizations to [share stories of resilience and connection to water](#)
 - Facilitated and resourced [6 local community leaders](#) to co-design online events, materials, and community vision
 - Completed a Shape Our Water Equity framework
 - Led the creation of materials like [Drainage and Wastewater 101](#), [Virtual Tours](#), and social media content
- Managing \$2M+ consultant contract, including leading a 9-person consultant team, scoping, budgeting, and invoicing
- Facilitating 10 to 40 person workshops on environmental justice and racial equity as a design practice
- Responsible for drafting memos, strategy documents, presentations, one pagers, and written communications for SPU leadership
- Providing expertise to Utility and City-wide initiatives on environmental justice, racial equity, community development, and affordable housing
- Led two SPU analysis projects, a Citywide Social and Environmental System Analysis and an Analysis on Utility Partnerships

GREEN NEW DEAL ADVISOR

SEATTLE OFFICE OF SUSTAINABILITY & ENVIRONMENT

APRIL 2022-JULY 2022

Out of class assignment to lead the Green New Deal (GND) Oversight Board's budget recommendation process.

- Led Oversight Board budget recommendation process to meet city budget deadlines while maintaining collaboration with all 19 board members
- Co-created 15 Budget Recommendations for climate investments in Seattle for the proposed ~\$28M dollar jumpstart tax 2022 + 2023 allocation
- Led GND Oversight Board meetings including agenda preparation, facilitation, and meeting documentation

- Supported community engagement to inform the Oversight Board's budget recommendation
- Synthesized over ~130 budget ideas and priorities from citywide engagement surveys and city department presentations
- Crafted initial strategy document for translating Oversight Board budget recommendations into City Budget items
- Developed communication materials and briefing presentations for executive leadership
- Presented Oversight Board member appointments and reappointments to Seattle City Council

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 and coached 10 community-based organizations to implement a multi-ethnic, multilingual 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 SPU's 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

Education

Masters of Urban Planning, University of Washington | Bachelor of Arts in Public Affairs, Seattle University

VOLUNTEER WORK (All Current)

- Board Member for [Community Roots Housing](#)
- Professionals Council Mentor for [UW Master of Urban Planning Program](#)

SPEAKING ENGAGEMENTS | AWARDS

- Public Communication and Outreach Program Award for Shape Our Water - Water Environment Federation 2022
- Speaker + Workshop Facilitator – One Water Summit 2022
- Workshop Facilitator – Equitable Water Futures Workshop 2020
- Seattle Delegation Lead – One Water Summit 2019
- Speaker – PNCWA 2018

Community Roots Housing Preservation and Development Authority

15 Members: Pursuant to [RCW 35.21.660, 35.21.670, and 35.21.730-755, and Seattle Municipal Code Ch. 3.110], all members subject to City Council confirmation, 3-year terms however, for initial terms should be as follows:

1, 4, 7, and 10 shall be for one year; initial terms for positions 2, 5, 8, and 11 shall be for two years; and initial terms for positions 3, 6, and 9 shall be for three years.

- **11** City Council-appointed
- **3** Mayor-appointed
- **1** Other Appointing Authority-appointed (specify): non-voting member/ Emerging Leader Fellow (Board selected).

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
2	M	5	1.	Secretary	George M. Staggers	Apr 1, 2023	March 31, 2026	Third Term	City Council
3	F	3	2.	Vice Chair	Frank Alvarado	Apr 1, 2021	March 31, 2024	Second Term	City Council
2	F	4	3.	Member	Sara Cubillos	Apr 1, 2023	March 31, 2026	Third Term	City Council
3	M	3	4.	Member	Michelle Purnell-Hepburn	Apr 1, 2021	March 31, 2024	First Term	City Council
			5.	Member	VACANT				
6	F	6	6.	Treasure	Jillian Cronauer	Apr 1, 2023	March 31, 2026	Third Term	City Council
4	M	N/A	7.	Vice Chair	Derrick Belgarde	Apr 1, 2022	March 31, 2025	Second Term	City Council
2	F	N/A	8.	Member	Michelle Morlan	Apr 1, 2021	March 31, 2024	First Term	City Council
6	M	3	9.	Member	Bob Fikso	Apr 1, 2023	March 31, 2026	Fourth Term	City Council
6	F	3	10	Member	Kristin Winkel	Nov 1, 2022	March 31, 2024	First Term	City Council
6	M	3	11.	Chair	Drew Porter	Apr 1, 2021	March 31, 2024	Fourth Term	City Council
6	M	3	12.	Member	Eric Snow	Apr 1, 2021	March 31, 2024	Second Term	Mayor
6	M	3	13.	Member	Chasten Fulbright	Apr 1, 2020	March 31, 2023	Second Term	Mayor
9	F	N/A	14.	Immediate Past Chair	Shalimar M. Gonzales	Apr 1, 2023	March 31, 2026	Third Term	Mayor
9	F	3	15.	Resident Member	Saunatina Sanchez	Aug 1, 2022	March 31, 2025	First Term	City Council
2	M	N/A	16.	Non-Voting Member	Shaun Frazier	Apr 1, 2023	March 31, 2026	Second Term	Board Selected

SELF-IDENTIFIED DIVERSITY CHART

SELF-IDENTIFIED DIVERSITY CHART					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non- Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	2	1	-	-	-	1	-	-	-	2	-	-	-
Council	5	6	-	-	-	4	3	1	-	4	-	-	-
Other	1	-	-	-	-	-	-	-	-	-	-	-	-
Total	8	7	-	-	-	5	3	1	-	6	-	-	-

Key:

*D List the corresponding *Diversity Chart* number (1 through 9)

**G List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown

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

Diversity information is self-identified and is voluntary.