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CF 312647

City of Seattle
Notice of Appointment

Name: Charles Knutson		☐ **Executive Appointment** ☒ **Reappointment** ☒ **Legislative Appointment** ☐ **Agency Appointment** ☐ **PDA Council** ☐ **PDA Constituency**
Residential Neighborhood: Queen Anne Hill	**Zip Code:** 98119	**Contact Phone No.:** 206.389.7295
Appointed to: Families and Education Levy Oversight Commission		**Date of Appointment:** December 5, 2012
Authority (Ord., Res.): *Ordinance 123567*		**Term of Office:** **From:** *Confirmation* **To:** *December 31,2015*

Background:
Charles Knutson serves as Senior Vice President, Operations and Policy Development at the Seattle Metropolitan Chamber of Commerce. In this role, Charles leads the Seattle Chamber's policy portfolio with a focus on education and transportation, and manages all business functions of the organization including IT, human resources and finance. Prior to this, Charles served as Vice President, Public Affairs at the Seattle Chamber, and earlier in his career he led marketing and government affairs at a multinational transportation consulting firm.

Throughout these efforts, Charles has worked collaboratively with a cross-section of stakeholders to establish and grow some of the most result-oriented coalitions in this region dedicated to improving education achievement, increasing regional mobility and advancing economic development.

A Puget Sound native, Charles received a Diplôme Superieur from the University of Paris, the Sorbonne, and a BA *magna cum laude* from New York University. In 1997, Charles was selected as a Rhodes Scholarship finalist and he studied politics in graduate school at Oxford. He is an Eagle Scout and a member of Eagle Scouts for Equality. He lives with his wife and two sons on Queen Anne Hill, Seattle.

Authorizing Signature:	**Name and Title of Officer Making Appointments:** Councilmember Tim Burgess

CHARLES G. KNUTSON

1615 Third Avenue West, Seattle, WA 98119
206.228.5952, charlesk@seattlechamber.com

KEY QUALIFICATIONS

- Senior executive skilled in prioritization, collaboration and program oversight in a fast-paced environment.
- External relations leader able to thoughtfully engage high-level elected officials, CEOs and civic leaders.
- Operations officer skilled in financial analysis, team-building and technical and personnel initiatives.
- Strategic communications professional proficient in messaging, media relations, presentations and visibility.
- Cross-disciplinarian able to work side-by-side with public, private and non-profit sector representatives.
- Specialist in issue analysis, advocacy, campaigns, grassroots coalitions and strategies to build political will.

EXPERIENCE

Senior VP, Operations and Policy Development, Seattle Metro Chamber of Commerce, 2009-present
Responsible for helping the Board of Trustees plan and effectively implement the organization's strategic goals. I serve as a deputy to the CEO in charge of public policy and all business functions of the organization, including finance, human resources and IT. Executive manager overseeing policy analysis, regional and statewide coalition building and critical elements of the Chamber's advocacy efforts on issues such as transportation, education, economic growth and sustainable development. Director for the Chamber's signature forums and conferences including the Community Development Roundtable (a weekly luncheon of CEOs, media principals and former senior elected officials), the Regional Leadership Conference (an annual assembly of top business, government and civic leaders that works to develop solutions to our toughest issues), the Intercity Study Mission (an annual benchmarking trip to another North American city conducted jointly with the City of Seattle), and the Public Officials Reception (the largest annual gathering of Puget Sound's top political and civic leaders). It's my job to ensure that all of these programs challenge traditional thinking, and deliver immediate tangible dividends for our customers in the form of fresh answers to current questions.

Vice President, Public Affairs, Seattle Metro Chamber of Commerce, 2004-2009
Central leader on twelve campaigns over the past seven years to secure $27 billion in public infrastructure investments. Helped forge an unlikely coalition of business, labor and environmental groups to break the impasse on the controversial and politically challenging Alaskan Way Viaduct and SR 520 projects.

Marketing and Government Affairs Manager, Parsons Brinckerhoff, 2000-2004
Responsible for analyzing and advancing policy, legislation and ballot measures for this international consulting firm. Coalition building leader for a statewide infrastructure improvement referendum co-chaired by Governor Locke and Senator Gorton. Strategic pursuit manager for the initial $35 million project to perform alternatives analysis and preliminary engineering on the Alaskan Way Viaduct—the highest priority transportation project in Washington State. Strategic pursuit manager for the $30 million New Central Subway Tunnel in San Francisco. This project provided conceptual and preliminary engineering for a new light rail tunnel connecting San Francisco's financial district to economic revitalization efforts in the Chinatown neighborhood.

Economic Development Council, Snohomish County, 2000
Wrote a high-tech sector development grant for a $639,000 U.S. Department of Commerce award. Conducted market research and coordinated fundraising and public-private partnerships.

World Trade Organization, Third Ministerial Conference, Seattle, 1999
Delegation Liaison Officer for the Secretary of State. Managed the administrative, logistical and security details for Swiss Minister of Economic Affairs Pascal Couchepin and his 20-person delegation during the largest and most turbulent trade event ever held in the US.

Forbes, Inc., New York, New York, 1997-1998
Production Editor for this multi-billion dollar global publishing firm. Oversaw the computer-aided layout and production of academic accounts. Collaborated closely with authors throughout the design and production process.

EDUCATION

- **University of Washington**, Evans School of Public Affairs, Nonprofit Executive Leadership Institute
- **University of Oxford**, England, read for M.Phil. Politics
- **Rhodes Scholar Finalist**
- **University of Leiden**, Holland (honors scholarship for additional graduate work)
- **New York University**, Honors B.A. European Politics, *magna cum laude*
- **The Sorbonne, University of Paris**, Diploma of Humanities, Superior Level

LANGUAGES

- French: fluent (lived and worked in Europe for four years).
- Italian: proficient
- Spanish: adept

COMMISSIONS AND BOARDS

- Families and Education Levy Oversight Commission, 2011-ongoing (unanimously appointed by the Seattle City Council to oversee this $232 million education reform levy).
- Bridging the Gap Levy Oversight Commission, 2011-ongoing (unanimously appointed by the Seattle City Council to oversee this $365 million transportation funding levy).
- Central Waterfront Stakeholder Committee member, 2010-ongoing (appointed by the Seattle Department of Transportation).
- King County Executive Dow Constantine's 2009 Transition Team.
- 2008 Board Chair, Seattle Works: winner of the Municipal League's Organization of the Year award.
- Mayor Nickels' Economic Opportunity Task Force, 2006.
- Founder, World Affairs Council's professionals program, 1999.

AWARDS AND ACTIVITIES

- '40 under 40' award recipient, 2010.
- Seattle Chamber Board of Trustees' Community Legacy Award, 2009.
- Leadership Tomorrow Seattle, 2004 graduate.
- Gold Medalist, 2004 Masters Rowing Championship.
- Avid mountaineer: climbed in countless mountain ranges around the world including the Himalaya, and hiked 900 miles of the Pacific Crest Trail between Mexico and Canada
- Eagle Scout, 1988.

Assumes 2 Re-Appointments

Families and Education Levy Oversight Committee

December 2012

12 members: Per Ordinance 123567, all subject to City Council confirmation and eligible for reappointment, 3-year terms (after the first term of initial committee members)

- 4 Appointed by City Council
- 4 Appointed by Mayor
- 4 Appointed by Levy

D*	G	Position No.	Name	Appointed	Term Ends	Term #	Position	Appointed by
6	F	1	Lucy Gaskill-Gaddis	12/2011	12/31/14	1	Citizen	City Council
6	M	2	Charles Knutson	12/2011 12/2012	12/31/15	2	Citizen	City Council
2	M	3	Kevin Washington	12/2011	12/31/13	1	Citizen	City Council
1	M	4	Greg Wong	12/2011	12/31/14	1	Citizen	City Council
6	M	5	Mike McGinn	Levy	12/31/18	1	Mayor	Levy – 7
6	M	6	Tim Burgess	Levy	12/31/18	1	Committee Chair	Levy – 7
3	M	7	José Banda	Levy	12/31/18	1	Superintendent	Levy – 7
6	M	8	Michael DeBell	Levy	12/31/18	1	School Board Rep	Levy – 7
6	F	9	Sandi Everlove	12/2011	12/31/14	1	Citizen	Mayor
3	F	10	Ana Cristina Gonzalez	12/2011	12/31/13	1	Citizen	Mayor
6	F	11	Elise Chayet	12/2011	12/31/13	1	Citizen	Mayor
1	**F**	**12**	**Sheeba Jacob**	**12/2011 12/2012**	**12/31/15**	**2**	**Citizen**	**Mayor**

*Diversity

	Men	Women	Vacant	Minority	(1) Asian-American	(2) African-American	(3) Hispanic Latin	(4) Native-American	(5) Other**	(6) Caucasian
Council	3	1	0	2	1	1	0	0	0	2
Mayor	0	4	0	2	1	0	1	0	0	2
Levy	4	0	0	1	0	0	1	0	0	3
Total	***7***	***5***	***0***	***5***	***2***	***1***	***2***	***0***	***0***	***7***

**Other includes diversity in any of the following: race, gender and/or ability

APPLICANT DISCLOSURE FORM
Families and Education Levy Oversight Committee
Appearance of Conflict of Interest

Read Section 7.G of Ordinance 123567 (below) concerning an appearance or actual conflict of interest among members of the Families and Education Levy Oversight Committee. After reviewing the areas identified by the Ordinance, complete the form below, adding rows as necessary. Begin by listing yourself, noting "self" in the second column. If no appearance or actual conflict of interest exists insert "N/A" in the third and fourth columns. Sign and date the completed form and return it with your resume and letter of interest.

Section 7.G of Ordinance 123567
At all times no more than three (3) Committee members shall be an officer, director, board member, trustee, partner or employee of an entity that receives or competes for funding under this ordinance; or be a member of the immediate family of, or an individual residing with, an officer, director, board member, trustee, partner or employee of an entity that receives or competes for funding under this ordinance; or be a person seeking or having an arrangement concerning future employment with an entity that receives or competes for funding under this ordinance. For the purposes of this ordinance an individual's "immediate family" means an individual's spouse or domestic partner, child, child of a spouse or domestic partner, sibling, sibling of a domestic partner, brother-in-law, sister-in-law, parent, parent of a spouse or domestic partner, a person for whom the individual is a legal guardian, or a person claimed as a dependent on the individual's most recently filed federal income tax return. Subject to the preceding sentence and applicable law, an individual serving as an officer, director, board member, trustee, partner or employee of an entity that receives or competes for funding under this ordinance, or who has an interest in such an entity, shall not thereby be disqualified from serving on the Committee, but shall fully disclose any such relationships and shall not vote on any matter in which the interest of such entity is directly involved. For purposes of this section "entity does not include a City department or office. The provisions of this section are in addition to the requirements of SMC chapter 4.16.

Individuals with affiliations which may result in an appearance or actual conflict of interest:

Name	Relationship to FELO Applicant	Organization	Affiliation

NOT APPLICABLE

Signature: _____ **Date:** _11.02.2012_____