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CITY OF SEATTLE

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**City of Seattle
Notice of Appointment**

CITY CLERK

Name: Linda Amato		<input checked="" type="checkbox"/> Executive Appointment <input type="checkbox"/> Legislative Appointment <input type="checkbox"/> Agency Appointment <input type="checkbox"/> PDA Council <input type="checkbox"/> PDA Constituency
Residential Neighborhood: Haller Lake	Zip Code: 98133	Contact Phone No.: 206-595-0148
Appointed to: Landmarks Preservation Board		Date of Appointment: September 12, 2012
Authority (Ord., Res.): SMC 25.12		Term of Office: From: Confirmation To: 8/15/2015
Comments: Appointment		
Authorizing Signature: 		Name and Title of Officer Making Appointment: Mayor Mike McGinn



Education

Certificates of Completion , Emergency Management/Hazard Mitigation FEMA Emergency Management Institute	Ongoing Online Institute
Certificate , Technical Writing and Communication Bellevue College	2001 Bellevue, WA
Master of Urban and Regional Planning , Community Planning and Design The George Washington University	1986 Washington, DC
Bachelor of Arts , Art History State University of New York at Stony Brook	1979 Stony Brook, NY

Summary of Professional Responsibilities and Achievements

- Seasoned project management and communications professional and with over twenty years of experience working with local communities, public agencies, tribal members, and elected officials.
- Managed dozens of NEPA, SEPA, and CEQA documents, as well as numerous transportation planning studies ranging from \$1,000 to over \$5 million. NEPA documentation includes environmental impact statements (EISs), environmental assessments (EAs), re-evaluations, and documented categorical exclusions.
- Working knowledge of historic preservation rules and regulations, including NEPA and SEPA requirements, Section 106, and Section 4(f)
- Managed and written dozens of cultural resources documentation related to historic sites, buildings, and archeological sites. Resource locations included both urban and rural locations
- Expert in environmental documentation scope, budget, and schedule development
- Capture management expertise focused on strategic planning, teaming arrangements, proposal and presentation preparation, and general marketing
- Demonstrated ability to complete complex projects constrained by budgetary deadlines, including state funding, grants, and American Recovery and Reinvestment Act funds
- Proven ability to lead and manage a team towards a mutual goal, while facing extensive pressure and political challenges.
- Technical expertise in built environment analysis, rail operations review, and general planning topics.
- Track record for representing public agencies in an honest and empathetic manner. Typically the *face* of the project, presenting to (or with) elected officials, agency staff, and the general public. Outreach includes keeping the all stakeholders informed of infrastructure project activities as well as soliciting information and input as necessary.
- Demonstrated ability to effectively communicate sensitive issues to local, regional, state, and federal agencies by understanding the needs and challenges facing project proponents and stakeholders.
- Since 2002, invited to speak at regional and national conferences about clear and concise documentation, with audience sizes ranging from thirty to over 200 professionals.

Presentations focus on designing and writing technical documents for non-technical audiences. Original material based on years of research and practice with a focus on management and communication for complex infrastructure projects with diverse stakeholders.

Employment History

Principal/Project Manager The Resource Group	1997-Present Seattle, WA
Online Instructor Rutgers University, Bloustein School of Planning and Public Policy	2009-Present New Brunswick, NJ
Project Director	2008-2009
On Call Expert Consultant ICF International/Jones & Stokes Associates	2009-2010 and 2012 Seattle, WA
Project/Program Manager HDR Engineering, Inc.	1994-1997 Bellevue, WA
Planning Manager/Senior Planner Parsons De Leuw, Inc.	1988-1993 Washington, DC/Seattle, WA
Director of Market Research Cassidy & Pinkard, Inc.	1987-1988 Washington, DC
Associate Leggat McCall Advisors, Inc.	1985-1987 Washington, DC
Various Volunteer Positions Historic Preservation and Community Groups Anacostia Coordinating Council (Washington, DC), the National Trust for Historic Preservation (Washington, DC), the Columbia Historical Society (Washington, DC), the National Association of Neighborhoods (Washington, DC), the British National Trust/International Council of Monuments and Sites (London), and the Society for the Preservation of Long Island Antiquities (New York).	Pre-1985 Washington, DC/New York

Community Activities

- Past Chair/Commissioner, Seattle Planning Commission, 2006-2010
- Instructor, Short Course in Local Planning, Washington State Department of Commerce, 2009
- Member, Seattle City Council Citizen's Transportation Advisory Committee II, 2003-2004
- Chair, Seattle City Council Monorail Technical Advisory Panel, 2003-2005
- Chair, Transportation Committee, Haller Lake Community Club, 2003
- Seattle Community Police Academy, 2001
- Member, Transportation Committee, Phinney Ridge Neighborhood Association, 1994-1998

Professional Activities

- Secretary/Treasurer, American Planning Association Divisions Council, 2012-2014
- Chair, Housing and Community Development Division Leadership Committee, American Planning Association, 2011-2012
- Executive Committee, American Planning Association GALIP Division, 2004-2013
- Chair, American Planning Association GALIP Division, 2009-2011

- Chair, Divisions Council Awards Committee, American Planning Association, 2010-2011
- Member, Environmental Documentation Committee, Association of State Highway Transportation Officials and the American Council of Engineering Companies, 2005-2006
- Vice-Chair, Woman's Transportation Seminar, 2009 National Conference, 2004-2009
- Newsletter Columnist, Intercity Passenger Rail Committee, Transportation Research Board, 2003
- Corporate Relations Chair, Women's Transportation Seminar, 1996-1997
- Chair, Woman's Transportation Seminar, Western Regional Conference, 1994-1995
- President, Woman's Transportation Seminar, Puget Sound Chapter, 1993-1994
- Board of Directors, Women's Transportation Seminar, Puget Sound Chapter, 1990-1995
- Editor, Women in Planning Newsletter, American Planning Association, 1987-1989

Selected Publications and Articles

Publications

- Author. *Clear and Concise Documents: Managing and Preparing Technical Documents for Non-Technical Audiences*, VTD Publishing, Washington, Tentative release: late 2012
- Author. *Environmental Documentation Style Guidelines*, Washington State Department of Transportation, 2004
- Manager and Author. *Rail Connections Newsletter*, Washington State Department of Transportation, 1995-1999
- Co-Author. *Covenants, Contracts, and Zoning for Research and Business Parks*, Urban Land Institute, Washington, DC, 1986

Articles

- *Communicating Technical Information to Non-Technical Audiences*, Transportation Division Newsletter, American Planning Association, Summer 2011
- *Introduction to Project Management*, GALIP Division Newsletter, American Planning Association, Winter 2011
- *High Speed Rail in the United States: Challenged History and New Beginnings*, Private Practice Perspectives Newsletter, American Planning Association, Winter 2009
- *Tips and Techniques for Preparing Clear and Concise Documents*, GALIP Division Newsletter, American Planning Association, Winter 2005
- *Managing Clear and Concise Documents*, Puget Sound Chapter Newsletter, Women's Transportation Seminar (WTS), Three Part Series: 2004-2005
- *Amtrak Cascades: High Speed Rail Technology Serves the Pacific Northwest*, Puget Sound Chapter Newsletter, Women's Transportation Seminar, Three Part Series: Summer 2002
- *Making Sense of Major Investment Studies*, Transportation Builder Magazine, November 1995

Professional Certifications and Memberships

- American Institute of Certified Planners (AICP), Certification #8690
- American Planning Association
- Plain Language Association International
- Project Management Institute
- Society for Technical Communication
- Women's Transportation Seminar

Professional Honors and Awards

- Divisions Council Leadership Award, American Planning Association, 2012

- Communications Award – Outreach, Divisions Council, American Planning Association, 2011
- Communications Award - Newsletter, Divisions Council, American Planning Association, 2008
- Member of the Year, Women's Transportation Seminar, Puget Sound Chapter, 2005
- Leadership Award, Women's Transportation Seminar, Puget Sound Chapter, 1996
- White House Delegate, Women's Transportation Seminar, 1996
- Wall of Fame, Washington State Department of Transportation, 1992
- Member of the Year, Women's Transportation Seminar, Puget Sound Chapter, 1991

