

# SABINA MORA, CEcD

sabina.mora@utexas.edu

512-709-5183

---

## EDUCATION

<b>Certified Economic Development Professional</b>	<b>Master of Science City &amp; Regional Planning</b>	<b>Master of Public Administration Public Affairs</b>	<b>Bachelor of Arts History</b>
International Economic Development Council 2021	University of Texas, Austin 2010	University of Texas, Austin LBJ School of Public Affairs 2010	University of Texas, Austin 2005

## PROFESSIONAL EXPERIENCE

### **Economic Development Specialist**

**November 2019 - Present**

City of Mountain View

Mountain View, California

- Responsible for designing guidelines, administrative framework, contract compliance, and evaluating economic impact for small business loan and grant incentive programs.
- Coordinate across city departments to assist businesses with local regulations and compliance, including permits, development review, building and code enforcement, and business licensing.
- Coordinate legislative process to authorize tax assessment annually, develop city council reports and presentations, draft and redline city contracts governing the use of funds generated from the district.

### **Senior City Planner**

**August 2018 - June 2019**

City of Austin

Austin, Texas

- Served as the project manager for land use plan amendments for real estate development projects.
- Conducted advanced demographic and economic research, needs/community assessments, and plan development.
- Designed, coordinated, and executed outreach and communications strategies for city land use plans.

### **Economic Development Project Manager**

**October 2016 - August 2018**

New York State Empire State Development

Binghamton, New York

- Project manager for more than two hundred economic development contracts valued at \$200 million in loans, grants, and tax credits; incentives varied in size from thousands to \$35 million.
- Project manager for \$20 million grant fund focused on downtown revitalization: responsible for evaluating hundreds of applications and recommending grants for 30 projects.
- Provided information to dozens of companies on location factors including available incentives, quality of life, supply/demand chains, infrastructure, and labor quality/availability.
- Provided information to dozens of companies on location factors including available incentives, quality of life, supply/demand chains, infrastructure, and labor quality/availability.

### **Senior Economic Development Planner**

**March 2015 - October 2016**

Capitalize Albany Corporation

Albany, New York

- Assisted with the development of new business expansion and real estate development incentive agreements and monitored contract compliance for >100 existing agreements, including grants, loans, and tax abatements.
- Project Manager responsible for financial analysis (identifying gaps in project funding sources), fiscal impact (on the municipal budget), and cost/benefit analysis (direct and indirect economic impacts and community benefits) as well as negotiating tax abatement agreements for 12 real estate development projects.

## SABINA MORA, CEcD

sabina.mora@utexas.edu

512-709-5183

---

- Developed the agency's tax abatement policy which standardized the calculation of project incentives based on fiscal impact and community benefits. Also developed standard incentive contracts and compliance procedures.

### **Economic Development Specialist**

**September 2012 - February 2015**

City of Binghamton/Binghamton Local Development Corporation

Binghamton, New York

- Represented the City for a dozen site selection visits for small and large business expansions and relocations.
- Developed and executed business expansion and retention strategies, such as a business visitation program; visited more than 50 businesses to discuss needs and challenges.
- Provided technical assistance to 5 large-scale real estate development projects, guiding developers through the local and state regulatory process.

### **Administrative Coordinator**

**May 2011 - August 2012**

Capital Area Council of Governments

Austin, Texas

- Provided daily oversight of website content, authored agency news releases, and managed agency rebranding.
- Managed programming for training center which serves local government agencies in a ten-county region.

### **Local Government Management Fellow**

**July 2010 - May 2011**

City of Evanston

Evanston, Illinois

- Completed rotations in municipal departments: Administration, Mayor, City Manager, and Economic Development.
- Served as lead staff member Human Rights Commission and the Minority and Women Owned Business Commission.

## **SKILLS & AREAS OF EXPERTISE**

**Economic Development:** Direct and indirect economic impact analysis, economic development policy, location and site analysis for real estate development and business expansion projects, tax policy, tax abatement, local and state business incentives, compliance with incentive agreements.

**Real Estate and Business Expansion:** Project financial analysis, gap financing, loan underwriting, fiscal impact.

**Government Affairs:** Applied city and regional planning methods, land use, regulatory environments for real estate development and business expansion, legislative process, policy development.

**Operations:** Grant management, contract management, budgeting, contract compliance, project and program management, contract drafting and redlining.

**Research:** Basic statistics, survey development, program evaluation, performance measurement.

**Communications:** Civic engagement, meeting facilitation, publication design, social media, technical writing, presentation development.

**Technology:** MS Office Suite, Statistical Analysis, ArcGIS, QuickBooks, IMPLAN

**Languages:** Native English and Native Spanish