

EB 15 1999



## City of Seattle

Paul Schell, Mayor

Executive Department - Office of Intergovernmental Relations  
Clifford R. Traisman, Director

### MEMORANDUM

**DATE:** February 10, 1999

**TO:** Paul Schell, Mayor  
Sue Donaldson, City Council President  
Seattle City Council  
Deputy Mayors

**FROM:** Clifford R. Traisman, Director, OIR *CR*

**SUBJECT:** World Trade Organization (WTO) Update  
WTO Dates: November 30-December 3, 1999

As you well know, Seattle was selected above more than 40 other US cities to host the World Trade Organization (WTO) meeting. The time and energy everyone devoted to attracting the WTO obviously paid off. Our thanks to the Mayor and Council President for meeting with the advance teams and helping secure Seattle's bid.

OIR has been representing the City on the WTO bid committee and will be leading the City's participation in the WTO planning effort. The first issue we must confront has to do with issues involving the Memorandum of Understanding (MOV) which the United States Trade Representative's Office (USTR) wants signed. We are working with LAW's Sandy Cohen and Ted Inkleby on this matter.

We recommend convening a working group that will meet periodically to ensure that the event is organized and carried out flawlessly. I will be following up with a proposal on how to staff this effort within the next week. We hope to brief the full Council at its business meeting once we are clearer on the WTO and US Trade Representative's expectations for our involvement. A staff delegation from Geneva and DC will be visiting next week and will begin its planning for setting up shop in Seattle for the remainder of the year.

The broader WTO steering committee (participants include Ray Waldman, Bill Bell, Bill Stafford, Larry Clarkson, Ed Parks, Bill Glassford, Jeff Demetrescu, Mike Mullen, Ralph Munro, Ralph Goodman, and Bob Gerth) have asked Boeing for a full-time loaned



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executive to chair the steering committee. The group is also exploring options with the Port for donated office space, perhaps in the World Trade Center for the WTO and USTR command centers. We expect the steering committee to have a WTO hot-line and a WTO web site up and running soon.

The WTO meetings will affect a number of City Departments (and might have significant budget impacts for some). For instance, the Police Department already has a WTO team in place. The Fire Department will also be involved in security. OIR and OED will continue to work on the Trade and Tourism Project, which will focus on taking as many steps as possible to make Seattle more "visitor friendly" before the WTO event. Various City personnel may participate in subcommittees such as Media Relations, Transportation, Community Education/Outreach, Receptions, Accompanying Persons Programs (including the arts) and a committee to manage volunteers. Utilities might need to alter the timing on work that could disrupt downtown traffic during this period. The working group will need to discuss these items in detail.

Finally, the President and Vice President plan to come to Seattle for the WTO meetings. If other heads of government/heads of state decide to participate, the security requirements will quickly escalate. We will monitor this and keep you up to date on major WTO developments. Keith Orton, Chief International Specialist, OIR, will be lead for the WTO project. Please direct questions to Keith [REDACTED] or myself [REDACTED]. With less than nine months to go, there is much to do!

*Vital Gov't Interest  
RCW 42-17-310(2)*

cc: Department Heads