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City of Seattle
Notice of Appointment

Name: **Winsor Graves**		☒ Executive Appointment ☐ Legislative Appointment ☐ Agency Appointment ☐ PDA Council ☐ PDA Constituency
Residential Neighborhood: West Seattle	Zip Code: 98106	Contact Phone No.: (206) 714-4094
Appointed to: Special Events Committee		Date of Appointment: November 5, 2010
Authority (Ord., Res.): Ordinance 115982		Term of Office: From: Confirmation To: April 16, 2012
Comments: New Appointment		
Authorizing Signature:		Name and Title of Officer Making Appointments: Mayor Mike McGinn

Confirmed by the Following Vote at City Council

In Favor:	Against:	Date:
Attested by:		Title:

Form last revised 2/21/08

BDS CITY CLERK

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WINSOR GRAVES

[redacted]

PROFESSIONAL EXPERIENCE:

2002-present Production Director – Festivals One Reel
(a not-for-profit arts, cultural and special events producer)

- Manage Production Department
  - Develop and manage department budgets, coordinate invoicing, and process payroll
  - Hire, manage, train, and develop full-time staff, seasonal staff, interns, and volunteers
  - Manage warehouse, track assets, coordinate and maintain inventory
  - Participate in strategic planning and setting of organizational goals

- Oversee and manage all elements of event production including:
  - Manage budgets, timelines, staff and all technical aspects of the production process
  - Site design, logistics, public safety issues, permitting, and vendor management
  - Day-of-event management
  - Develop and maintain client relationships
  - Coordinate with local businesses and property owners
  - Develop, implement, and oversee peer security and perimeter plans
  - Represent One-Reel at the City of Seattle Special Events Committee meetings

- Work in partnership with local government agencies such as:
  - Seattle Police
  - Seattle Fire
  - Seattle Parks & Recreation
  - Department of Transportation
  - Department of Planning and Development
  - King County Metro

- Responsibilities include management of the following yearly events:

Bumbershoot	$1M budget	120K-150k attendees
Family 4th at Lake Union	$500K budget	30K-50K attendees
Rock n Roll Marathon (stages)	$25K budget	25K-30K attendees

2008-present Technical Director Luna Park Productions
(a local live arts production company that serves corporate, public, and non-profit clients

- Event concept and development, design, and production management
  - Client budgets range from $10K -$250K and attendees range from 500-1,500

2007 - 2008	**Production Manager**	**Connors & Company**
2000 - 2002	**Vice President**	**Impact Work Group**
2000 - 2002	**Production Mgr/Promoter Rep**	**House of Blues**
1994 - 2000	**Manager**	**STG: Paramount & Moore Theatres**
1984 - 1994	**Military Intelligence Supervisor**	**US Army**

Special Events Committee

November 2010

The Special Events Committee is made up of representatives the following city departments:

- Seattle Fire Department
- Seattle Police Department
- Parks & Recreation Dept.
- King County Health Department
- Department of Neighborhoods

There are three positions for a "citizen advocate" with experience in hosting events of all sizes, in addition to another citizen serving as an alternate. These positions are appointed by the Mayor & subject to confirmation by City Council.

Citizen advocates serve 2 year terms.

D#	Name	Appointed	Term Expires	Term #	Appointing Authority	Position
(6) F	Lisa Fraser	03/2008	04/16/2012	1st	Mayor	Citizen Advocate
(6) M	Tom Anderson	03/2008	04/16/2012	1st	Mayor	Citizen Advocate
(6) M	Martin Fisher	11/2010	04/16/2012	1st	Mayor	Citizen Advocate
(6) M	Winsor Graves	11/2010	04/16/2012	1st	Mayor	Citizen Advocate Alternate

Diversity Chart

Men	Women	Vacant	Minority	(1) Asian	(2) Black	(3) Hisp	(4) Nat.Amer	(5) Other	(6) Caucasian
3	1	0	0	0	0	0	0	0	3