

**PORT OF SEATTLE**  
**MEMORANDUM**

**COMMISSION AGENDA**  
**STAFF BRIEFING**

**Item No.** 7c  
**Date of Meeting** August 20, 2013

**DATE:** August 2, 2013]  
**TO:** Tay Yoshitani, Chief Executive Officer  
**FROM:** Dan Thomas, Chief Financial & Administrative Officer  
Michael Tong, Corporate Budget Manager  
**SUBJECT:** 2014 Budget Assumptions Briefing

**SYNOPSIS**

The purpose of this briefing is to discuss with the Commission key assumptions and guidelines to be used in preparing the 2014 budget and to seek the Commission's guidance on the budget assumptions.

**BACKGROUND**

The Port is preparing the 2014 budget and is seeking the Commission's guidance on the 2014 Budget Assumptions as budget preparations get underway.

**ATTACHMENTS TO THIS BRIEFING**

- PowerPoint presentation.

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

- July 23, 2013 – 2014 budget retreat/process briefing.