

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

**COMMISSION AGENDA – STAFF BRIEFING**

**Item No.** 9a

**Date of Meeting** October 6, 2009

**DATE:** September 30, 2009

**TO:** Tay Yoshitani, Chief Executive Officer

**FROM:** Borgan Anderson, Finance & Budget Manager, Aviation Division  
Boni Buringrud, Finance & Budget Manager, Seaport Division

**SUBJECT:** 2010 Preliminary Budget

The Port is preparing the 2010 budget. The process includes publishing budget guidelines, Executive review, Commission review, public comment, and the preparation of the budget document. On October 6, 2009 staff will brief the Commission on the Aviation, Seaport, and Real Estate Operating and Capital Budgets.