

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

**COMMISSION AGENDA-STAFF BRIEFING**

<b>Item No.</b>	<u>7c</u>
<b>Date of Meeting</b>	<u>June 8, 2010</u>

**DATE:** May 25, 2010

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

**FROM:** Dan Thomas, Chief Financial and Administrative Officer  
Michael Tong, Corporate Budget Manager

**SUBJECT:** 2011 Budget Process Briefing

**BACKGROUND**

The Port is preparing for the 2011 budget, including developing a detailed budget calendar and guidelines. On June 8, 2010, staff will brief the Commission on the budget process and provide an opportunity for Commission input and discussion of priorities for the coming year.