

Port of Seattle 2011 Budget Process Briefing

June 8, 2010

2011 Budget Process Overview

- Assess business environment and industry conditions
- Develop key assumptions, drivers and targets
- Issue budget calendar and guidelines
- Update division business plans
- Prepare operating and capital budgets
- Develop funding plans
- Review and approve budgets
- File Statutory Budget

2011 Budget Calendar

August

- Commission briefing on budget assumptions on 8/3
- Commission briefing on Q2 performance on 8/10
- Issue 2011 Budget Guidelines on 8/11
- Commission workshops on division business and capital plans on 8/17
- Formal budget entries on 8/26

2011 Budget Calendar Con't.

September

- Prepare preliminary operating & capital budgets
- Internal budget reviews by each dept & division
- Executive preliminary budget reviews (9/15 – 9/17)
- Commission capital budgets workshops on 9/28

2011 Budget Calendar Con't.

October

- Commission operating budget workshop on 10/5
- Preliminary budget document available to the Commission on 10/19
- Commission Draft Plan of Finance workshop on 10/26
- Release 2011 Preliminary Budget and Draft Plan of Finance Document to the public on 10/28

2011 Budget Calendar Con't.

November

- First reading of budget resolution on 11/9
- Second reading of budget resolution on 11/23

December

- File statutory budget on 12/2
- Release 2011 Final Budget and Draft Plan of Finance Document to the public by 12/15

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