

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA – STAFF BRIEFING

Item No. 7b

Date of Meeting October 5, 2010

DATE: September 30, 2010

TO: Tay Yoshitani, Chief Executive Officer

FROM: Dan Thomas, Chief Financial and Administrative Officer
Ralph Graves, Managing Director, Capital Development Division
Borgan Anderson, Senior Manager, Aviation Division
Boni Buringrud, Finance & Budget Manager, Seaport Division
Michael Tong, Corporate Budget Manager

SUBJECT: 2011 Preliminary Operating Budget Briefing

The Port is preparing the 2011 budget. The process includes publishing budget guidelines, Executive review, Commission review, public comment, and the preparation of the budget document. On October 5, 2010 staff will brief the Commission on the Aviation, Seaport, Real Estate, Capital Development, and Corporate Operating Budgets.