

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA-STAFF BRIEFING

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| Item No. | <u>7c</u> |
| Date of Meeting | <u>June 7, 2011</u> |

DATE: May 20, 2011

TO: Tay Yoshitani, Chief Executive Officer

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

SUBJECT: 2012 Budget Process Schedule Briefing

BACKGROUND:

The Port is preparing for the 2012 budget, including developing a detailed budget calendar and guidelines. On June 7, 2011, staff will brief the Commission on the budget process schedule and provide an opportunity for Commission input and discussion of priorities for the coming year.

OTHER DOCUMENTS ASSOCIATED WITH THIS BRIEFING:

- PowerPoint presentation.