



**COMMISSION  
AGENDA MEMORANDUM**

<b>Item No.</b>	<u>Study Session</u>
<b>Date of Meeting</b>	<u>October 10, 2023</u>

**BRIEFING ITEM**

**DATE:** September 27, 2023

**TO:** Stephen P. Metruck, Executive Director

**FROM:** Lance Lyttle, Managing Director, Aviation Division  
Hiedi Popochock, Director, Aviation Finance & Budget

**SUBJECT: 2024 Aviation Division Operating and Capital Improvement Program (CIP)  
Budgets Briefing**

**EXECUTIVE SUMMARY**

The purpose of this briefing is to discuss with the Commission the 2024 preliminary operating and CIP budgets for Aviation Division. Staff would also like to seek the Commission's feedback on the preliminary budgets.

This is one of a series of budget briefings to the Commission starting in July. Staff also plans to discuss the three operating divisions' operating and capital budgets on October 10, 2023, and the 2024 Tax Levy and Draft Plan of Finance on October 24, 2023, prior to the formal Commission reviews and approvals of the 2024 budget in November.

**ATTACHMENTS TO THIS BRIEFING**

- (1) Presentation slides

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

July 25, 2023 – 2024 Budget Development Briefing

July 24, 2023 – Commission 2024 Budget Planning Retreat

September 26, 2023 – Central Services 2024 Preliminary Budget and Port-wide Rollup Briefing