

BUDGET DOCUMENT ORGANIZATION

This document contains the operating, capital and statutory budgets, business plan and draft plan of finance for the Port of Seattle and is organized as follows:

- **Section I**, has the Budget Message from the Chief Executive Officer depicting the 2009 plans, belt-tightening measures the port undertook and a budget summary, which is summarized in Table I-1. This table depicts the operating revenues, expenses, capital budget and full-time equivalent positions by division and a cash flow summary. This table differs from the other tables in section III in that it shows the portion of the corporate/administrative expense that is not allocated to the divisions, otherwise, the division expenses would not add up to the total port expenses. This table and table III-1 show operating and maintenance expenses, whereas table III-2 breaks out the same expenses differently – operating and maintenance, earthquake repair and environmental expenses. These same costs depiction in table III-2 are seen in similar tables in the divisions, sections V through VII.
- **Section II**, which is the Introduction, contains the history of the port, its facilities and services, strategies, budget and financial policies, business assessment, its officers and organizational chart.
- **Section III**, the Overview of the 2009 business plan and budget contains an executive summary discussion of the Port's Operating and Non-operating Budget, Capital Budget, and Tax Levy.
 - Table III-1 provides a summary of the Port business plan forecast for the period 2008-2013.
 - Table III-2 summarizes the Port's revenues, expenses, and net assets for the years 2005-2009.
 - Table III-3 summarizes the Port's operating revenues and expenses by major account, 2007-2009.
 - Table III-4 summarizes the Port's staffing by division, 2008-2009.
 - Table III-5 summarizes the Port's Capital Budget, 2009-2013.
- A detailed presentation and discussion of the Tax Levy is provided in **Section IV**.
- The Operating Division summaries for the Aviation, Seaport, and Real Estate Divisions (**Sections V through VII**) present the summary business plans for each business group, operating budget, staffing, and capital spending for each division. The operating budget is presented by business groups/departments as well as by major revenue and expense accounts. One thing to note is that the business groups/departments table in each division (Table V-6, VI-8, VII-10) differs from the other tables in that it shows the division's controllable costs only and does not reflect the direct charges and corporate allocations expenses from the corporate and capital development divisions.
- **Sections VIII and IX** present a summary of the new Capital Development Division and Corporate Professional & Technical Services Division, descriptions of the departments, operating budgets, staffing, and capital budgets.
- Details of the Capital Budget are provided in **Section X**. A summary page presents the total capital budget by business group and by division. Following the summary is a listing of the projects by business group and division.
- The Draft Plan of Finance is provided in **Section XI**.
- The Statutory Budget, which is submitted to King County Council and King County Assessor, is provided in **Section XII**.
- The Appendices include detailed information regarding glossary of terms used, bond amortization schedules, landing fee calculation, other detailed expenditures and acronyms, are provided in **Section XIII**.