

Port of Houston Authority
P&D Fund Expenditures *
February 2016

Department	Description	February	Grand Total
Business Development	Consulting Fees	\$ 13,890	\$ 32,539
Business Development Total		13,890	32,539
Chief Operating Officer	PHA Table Purchases	8,750	8,750
Chief Operating Officer Total		8,750	8,750
Community Relations and Events	Consulting Fees	665	665
	Dues & Memberships	200	200
	Economic Development Support	-	25,000
	Employee Special Events	14	14
	PHA Receptions/Special Events	-	5,000
	PHA Sponsored Event	10,000	12,500
	PHA Table Purchases	6,650	10,310
	Travel	218	218
Community Relations and Events Total		17,747	53,907
Education Outreach	Educational Sponsorship	1,300	1,300
Education Outreach Total		1,300	1,300
Executive	Business Meals & Entertainment	501	501
	Travel	-	1,753
Executive Total		501	2,254
Fire	Travel	730	730
Fire Total		730	730
Foreign Trade Zone	Business Meals & Entertainment	966	1,952
	Dues & Memberships	-	1,200
	Seminar/Conference Registration	1,400	1,400
	Travel	2,484	4,452
Foreign Trade Zone Total		4,850	9,003
Government Relations	Business Meals & Entertainment	4,521	4,551
	Consulting Fees	40,052	58,104
	Dues & Memberships	57,500	57,500
	Fees for Online Services	50	50
	PHA Receptions/Special Events	-	138
	PHA Sponsored Event	2,303	2,329
	PHA Table Purchases	500	500
	Travel	215	1,161
Government Relations Total		105,141	124,332
Marketing and External Communication	Advertising Media	22,119	38,691
	Art & Production	5,000	21,806
	Consulting Fees	9,070	22,428
	Dues & Memberships	61,070	61,070
	Fees & Services	10,667	10,667
	Fees for Online Services	6,174	6,174
	PHA Receptions/Special Events	58,426	87,071
	PHA Sponsored Event	17,330	46,520
	Printing Production	1,248	7,723
	Promotional Gifts	286	286
	Seminar/Conference Registration	-	950
	Travel	750	764
Marketing and External Communication Total		192,139	304,149

Port of Houston Authority
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February 2016

Department	Description	February	Grand Total
Media Relations	Business Meals & Entertainment	336	377
	Dues & Memberships	-	310
	Fees for Online Services	1,250	3,750
	Seminar/Conference Registration	-	35
	Subscriptions and Publications	-	2,900
	Travel	-	26
Media Relations Total		1,586	7,398
MV Sam Houston	Fees & Services	2,003	2,003
	Fuel	1,235	1,235
	Materials	2,203	2,203
	Personnel Costs	51,439	112,422
	Software License Fees	9,883	9,883
	Tuition Reimbursement	1,595	1,595
MV Sam Houston Total		68,357	129,340
Trade Development	Business Meals & Entertainment	4,203	7,976
	Consulting Fees	15,085	15,085
	Dues & Memberships	130	6,187
	Fees & Services	246	246
	Promotional Gifts	1,340	1,340
	Seminar/Conference Registration	1,715	4,805
	Subscriptions and Publications	265	265
	Training Registration	-	100
	Travel	22,704	26,230
Trade Development Total		45,687	62,233
Grand Total		\$ 460,678	\$ 735,936

* Note: This report is prepared on a cash basis, meaning that expenditures are reflected in the period the payment is made and not necessarily the period in which the event occurred.

**Port of Houston Authority
P&D Fund Expenditures *
February 2016 YTD**

<u>Description</u>	<u>Total</u>
Consulting Fees	128,820
Dues & Memberships	126,467
MV Sam Houston Personnel Costs	112,422
PHA Receptions/Special Events	92,209
PHA Sponsored Event	61,349
Advertising Media	38,691
Travel	35,334
Economic Development Support	25,000
Art & Production	21,806
PHA Table Purchases	19,560
Business Meals & Entertainment	15,357
Fees & Services	12,916
Fees for Online Services	9,974
Software License Fees	9,883
Printing Production	7,723
Seminar/Conference Registration	7,190
Subscriptions and Publications	3,165
Materials	2,203
Promotional Gifts	1,626
Tuition Reimbursement	1,595
Educational Sponsorship	1,300
Fuel	1,235
Training Registration	100
Employee Special Events	14
Grand Total	<u><u>735,936</u></u>

*** Note: This report is prepared on a cash basis, meaning that expenditures are reflected in the period the payment is made and not necessarily the period in which the event occurred.**

Port of Houston Authority
P&D Fund Expenditures *
MV Sam Houston - Special Events
February 2016 YTD

Month Paid	Tour Date	Organization	2016 YTD
Total			<u>\$ -</u>

* *Note: This report is prepared on a cash basis, not accrual basis. The above schedule only reflects catering costs for special events on the MV Sam Houston when actually paid. Other expenses for the MV Sam Houston (e.g., personnel, maintenance, fuel costs, etc.) are shown elsewhere in this report.*