

Port of Houston Authority  
P&D Fund Expenditures \*  
March 2016

Department	Description	March	Grand Total
Business Development	Consulting Fees	\$ 11,965	\$ 44,504
<b>Business Development Total</b>		<b>11,965</b>	<b>44,504</b>
Chief Operating Officer	PHA Table Purchases	-	8,750
<b>Chief Operating Officer Total</b>		<b>-</b>	<b>8,750</b>
Community Relations and Events	Advertising Media	625	625
	Business Meals & Entertainment	352	352
	Consulting Fees	885	1,550
	Dues & Memberships	-	200
	Economic Development Support	-	25,000
	Employee Special Events	-	14
	PHA Receptions/Special Events	-	5,000
	PHA Sponsored Event	1,500	14,000
	PHA Table Purchases	2,280	12,590
	Travel	-	218
<b>Community Relations and Events Total</b>		<b>5,642</b>	<b>59,549</b>
Education Outreach	Educational Sponsorship	-	1,300
<b>Education Outreach Total</b>		<b>-</b>	<b>1,300</b>
Executive	Business Meals & Entertainment	60	561
	Travel	-	1,753
<b>Executive Total</b>		<b>60</b>	<b>2,314</b>
Fire	Travel	-	730
<b>Fire Total</b>		<b>-</b>	<b>730</b>
Foreign Trade Zone	Business Meals & Entertainment	589	2,540
	Dues & Memberships	-	1,200
	Seminar/Conference Registration	1,850	3,250
	Travel	4,792	9,244
<b>Foreign Trade Zone Total</b>		<b>7,230</b>	<b>16,234</b>
Government Relations	Business Meals & Entertainment	-	4,551
	Consulting Fees	47,052	105,155
	Dues & Memberships	-	57,500
	Fees for Online Services	-	50
	PHA Receptions/Special Events	941	1,079
	PHA Sponsored Event	539	2,868
	PHA Table Purchases	200	700
	Travel	1,639	2,799
<b>Government Relations Total</b>		<b>50,370</b>	<b>174,703</b>
Marketing and External Communication	Advertising Media	37,017	75,708
	Art & Production	73,400	95,206
	Business Meals & Entertainment	294	294
	Consulting Fees	10,910	33,338
	Dues & Memberships	305	61,375
	Fees & Services	4,862	15,529
	Fees for Online Services	29,750	35,924
	PHA Receptions/Special Events	2,633	89,704
	PHA Sponsored Event	32,440	78,960
	Printing Production	1,929	9,652
	Promotional Gifts	1,824	2,109
	Seminar/Conference Registration	-	950
	Travel	1,219	1,983
<b>Marketing and External Communication Total</b>		<b>196,583</b>	<b>500,731</b>

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<u>Department</u>	<u>Description</u>	<u>March</u>	<u>Grand Total</u>
Media Relations	Business Meals & Entertainment	319	696
	Dues & Memberships	-	310
	Fees for Online Services	-	3,750
	Seminar/Conference Registration	-	35
	Subscriptions and Publications	-	2,900
	Travel	-	26
<b>Media Relations Total</b>		<b>319</b>	<b>7,717</b>
MV Sam Houston	Fees & Services	977	2,980
	Fuel	1,942	3,177
	Materials	-	2,203
	Personnel Costs	43,699	156,121
	Software License Fees	-	9,883
	Tour Boat Special Events	3,358	3,358
	Tuition Reimbursement	-	1,595
<b>MV Sam Houston Total</b>		<b>49,976</b>	<b>179,316</b>
Trade Development	Business Meals & Entertainment	4,142	12,118
	Consulting Fees	12,228	27,313
	Dues & Memberships	-	6,187
	Fees & Services	-	246
	Promotional Gifts	-	1,340
	Seminar/Conference Registration	470	5,275
	Subscriptions and Publications	-	265
	Training Registration	-	100
	Travel	5,296	31,526
<b>Trade Development Total</b>		<b>22,136</b>	<b>84,369</b>
<b>Grand Total</b>		<b>\$ 344,281</b>	<b>\$ 1,080,217</b>

\* 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 \*  
March 2016 YTD**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 211,859
MV Sam Houston Personnel Costs	156,121
Dues & Memberships	126,772
PHA Sponsored Event	95,828
PHA Receptions/Special Events	95,783
Art & Production	95,206
Advertising Media	76,333
Travel	48,279
Fees for Online Services	39,724
Economic Development Support	25,000
PHA Table Purchases	22,040
Business Meals & Entertainment	21,111
Fees & Services	18,755
Software License Fees	9,883
Printing Production	9,652
Seminar/Conference Registration	9,510
Promotional Gifts	3,449
Tour Boat Special Events	3,358
Fuel	3,177
Subscriptions and Publications	3,165
Materials	2,203
Tuition Reimbursement	1,595
Educational Sponsorship	1,300
Training Registration	100
Employee Special Events	14
<b>Grand Total</b>	<b><u>\$ 1,080,217</u></b>

**\* 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.**

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MV Sam Houston - Special Events  
March 2016 YTD

<u>Month Paid</u>	<u>Tour Date</u>	<u>Organization</u>	<u>2016 YTD</u>
Jan	-	-	\$ -
Feb	-	-	-
Mar	02/11/2016	San Jacinto College	1,200
Mar	03/02/2016	Stephen F. Austin High School Maritime Academy	500
Mar	03/03/2016	Stephen F. Austin High School Maritime Academy	657
Mar	03/04/2016	Stephen F. Austin High School Maritime Academy	533
Mar	03/18/2016	Salvation Army Boys & Girls	467
<b>Total</b>			<b>\$ 3,358</b>

\* **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.*