

Port of Houston Authority
P&D Fund Expenditures *
October 2020

Department	Description	October	YTD Total
Accounts Payable	Fees & Services	\$ -	\$ 24
Accounts Payable Total		-	24
Chief Commercial Officer Administration	Business Meals & Entertainment	-	457
	Dues & Memberships	-	60,000
	Seminar/Conference Registration	-	250
	Travel	-	9
Chief Commercial Officer Administration Total		-	60,716
Chief Infrastructure Officer Administration	PHA Sponsored Event	-	5,612
Chief Infrastructure Officer Administration Total		-	5,612
Chief Operating Officer Administration	Business Meals & Entertainment	-	647
	Travel	-	187
Chief Operating Officer Administration Total		-	834
Community Relations and Events	Consulting Fees	-	50,000
	Dues & Memberships	-	17,050
	Economic Development Support	-	256,285
	Employee Special Events	4,205	4,205
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	2,865	61,365
	PHA Table Purchases	1,000	39,620
	Promotional Gifts	-	4,292
	Travel	-	192
Community Relations and Events Total		8,070	435,509
Economic Development	Business Meals & Entertainment	-	3,574
	Dues & Memberships	-	6,880
	PHA Receptions/Special Events	-	2,269
	PHA Sponsored Event	-	8,400
	Seminar/Conference Registration	-	600
	Travel	-	7,267
Economic Development Total		-	28,991
Education Outreach	Business Meals & Entertainment	-	51
	Educational Sponsorships	72,500	123,435
	PHA Receptions/Special Events	-	5,919
	Promotional Gifts	-	5,650
Education Outreach Total		72,500	135,055

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Department	Description	October	YTD Total
Executive	Business Meals & Entertainment	-	656
	Dues & Memberships	26,250	26,250
	PHA Sponsored Event	-	2,500
	Seminar/Conference Registration	-	850
	Travel	-	3,894
Executive Total		26,250	34,150
Government Relations	Consulting Fees	36,666	354,479
	Dues & Memberships	-	47,500
	PHA Receptions/Special Events	-	2,897
	PHA Sponsored Event	-	7,500
	PHA Table Purchases	2,500	7,000
	Travel	-	2,023
Government Relations Total		39,166	421,399
Marketing and External Communication	Advertising Media	-	21,890
	Art and Production	10,012	90,857
	Business Meals & Entertainment	-	385
	Computer Equipment Purchases	-	314
	Dues & Memberships	-	449
	Fees & Services	36,925	187,796
	Fees for Online Services	-	79,057
	Materials	-	555
	PHA Receptions/Special Events	-	472
	Printing Production	4,990	15,815
	Promotional Gifts	-	3,972
	Subscriptions and Publications	-	133
	Travel	-	2,039
Marketing and External Communication Total		51,927	403,734
Media Relations	Subscriptions and Publications	-	104
Media Relations Total		-	104
MV Sam Houston	Fees & Services	-	1,258
	Fuel	30	2,268
	Materials	-	376
	Personnel Costs	69,197	553,656
	Safety Equipment	-	7,009
	Software License Fees	-	9,889
	Tour Boat Special Events	-	4,068
MV Sam Houston Total		69,227	578,523
Procurement Services	PHA Sponsored Event	-	2,500
Procurement Services Total		-	2,500

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Department	Description	October	YTD Total
Research and Forecasting	Business Meals & Entertainment	-	78
	Dues & Memberships	-	141
	Fees for Online Services	1,620	32,430
	Travel	-	35
Research and Forecasting Total		1,620	32,684
Small Business	Economic Development Support	60,460	242,710
	PHA Receptions/Special Events	-	67
	PHA Sponsored Event	-	30,000
	Promotional Gifts	1,300	6,875
Small Business Total		61,760	279,652
Trade Development	Business Meals & Entertainment	-	6,492
	Consulting Fees	30,663	375,114
	Dues & Memberships	300	6,395
	Fees & Services	-	458
	PHA Receptions/Special Events	-	92,912
	PHA Sponsored Event	5,000	13,500
	Seminar/Conference Registration	199	1,529
	Trade Trips	-	116,298
	Training Registration	-	40
	Travel	-	9,541
Trade Development Total		36,162	622,279
Training and Development	Promotional Gifts	-	2,088
Training and Development Total		-	2,088
Grand Total		\$ 366,682	\$ 3,043,853

* 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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October 2020**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 779,593
Personnel Costs	553,656
Economic Development Support	498,995
Fees & Services	189,536
Dues & Memberships	164,665
PHA Sponsored Event	131,377
Educational Sponsorships	123,435
Trade Trips	116,298
Fees for Online Services	111,487
PHA Receptions/Special Events	107,037
Art and Production	90,857
PHA Table Purchases	46,620
Travel	25,188
Promotional Gifts	22,876
Advertising Media	21,890
Printing Production	15,815
Business Meals & Entertainment	12,338
Software License Fees	9,889
Safety Equipment	7,009
Employee Special Events	4,205
Tour Boat Special Events	4,068
Seminar/Conference Registration	3,229
Fuel	2,268
Materials	931
Computer Equipment Purchases	314
Subscriptions and Publications	237
Training Registration	40
Grand Total	\$ 3,043,853

*** 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
October 2020

Month Paid	Tour Date	Organization	2020 YTD
January	12/19/2019	City of Galena Park	\$ 985
February	1/24/2020	American Society of Civil Engineers Texas	975
March	2/22/2020	Division of General Medicine, McGovern Medical School	1,017
	2/25/2020	Galena Park High School - Environmental Youth Council	-
March	2/27/2020	Camara de Empresarios Latinos de Houston (CELH)	1,091
			\$ 4,068

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