

Port of Houston Authority
P&D Fund Expenditures *
October 2021

Department	Description	October	YTD Total
Channel Development			
	PHA Sponsored Event	\$ -	\$ 2,500
Channel Development Total		-	2,500
Chief Commercial Officer			
	Business Meals & Entertainment	-	1,584
	Dues & Memberships	-	60,000
	Promotional Gifts	-	122
	Trade Trips	-	281
	Travel	-	88
Chief Commercial Officer Total		-	62,075
Chief Operating Officer			
	Dues & Memberships	16,250	81,250
Chief Operating Officer Total		16,250	81,250
Community Relations and Events			
	Dues & Memberships	-	18,050
	Economic Development Support	58,000	700,150
	Fees & Services	-	5,791
	Fees for Online Services	-	50,000
	PHA Receptions/Special Events	995	995
	PHA Sponsored Event	12,000	147,675
	PHA Table Purchases	3,950	15,950
	Postage	-	7,684
Community Relations and Events Total		74,945	946,295
Economic Development			
	Business Meals & Entertainment	-	1,273
	Dues & Memberships	-	4,395
	PHA Sponsored Event	5,000	5,000
	Seminar/Conference Registration	-	1,445
	Travel	-	3,841
Economic Development Total		5,000	15,954
Education Outreach			
	Educational Sponsorship	42,000	42,000
	PHA Receptions/Special Events	-	2,818
	Promotional Gifts	-	16,468
Education Outreach Total		42,000	61,286
Employee, Development & Engagement			
	Employee SpecialEvents	-	(14)
Employee, Development & Engagement Total		-	(14)
Executive			
	Business Meals & Entertainment	-	565
	Dues & Memberships	-	8,750
	Economic Development Support	15,000	15,000
	Travel	-	548
Executive Total		15,000	24,863

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Department	Description	October	YTD Total
Government Relations			
	2019-PHA Rodeo	440	1,138
	Consulting Fees	50,000	366,998
	Dues & Memberships	2,000	36,000
	PHA Sponsored Event	16	16
	PHA Table Purchases	5,000	5,000
	Promotional Gifts	680	680
	Seminar/Conference Registration	435	435
Government Relations Total		58,570	410,266
Marketing and External Communication			
	Advertising Media	19,046	124,418
	Art and Production	35,550	175,153
	Business Meals & Entertainment	32	32
	Computer Equipment Purchases	-	858
	Dues & Memberships	-	149
	Fees & Services	-	43,194
	Fees for Online Services	80	13,742
	PHA Sponsored Event	-	10,000
	Postage	883	1,695
	Printing Production	-	16,891
	Promotional Gifts	8,262	32,942
	Seminar/Conference Registration	-	433
	Travel	78	(1,640)
Marketing and External Communication Total		63,931	417,868
Media Relations			
	Dues & Memberships	-	510
Media Relations Total		-	510
MV Sam Houston			
	Equipment Purchases Expensed	2,178	2,178
	Fees & Services	-	489
	Fuel	-	2,620
	Maint / Machine Equip - Contractor	-	93,295
	Materials	92	2,747
	Personnel Costs	61,864	559,968
	Postage	(2,006)	(2)
	Software License Fees	-	9,889
MV Sam Houston Total		62,129	671,184
Research and Forecasting			
	Fees for Online Services	-	(8,709)
Research and Forecasting Total		-	(8,709)

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Department	Description	October	YTD Total
Small Business	Economic Development Support	3,750	174,750
	Educational Sponsorship	600	10,600
	PHA Receptions/Special Events	-	2,327
	PHA Sponsored Event	10,000	12,000
Small Business Total		14,350	199,677
Trade Development	2019-PHA Rodeo	2,000	(33,306)
	Business Meals & Entertainment	600	2,729
	Consulting Fees	41,909	310,623
	Dues & Memberships	-	3,225
	Fees & Services	-	273
	PHA Sponsored Event	15,000	59,800
	PHA Table Purchases	-	(100)
	Promotional Gifts	-	11
	Trade Trips	(1,193)	16,614
	Training Registration	-	6,435
	Travel	137	2,033
Trade Development Total		58,454	368,337
Grand Total		\$ 410,628	\$ 3,253,341

* 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 *
October 2021**

<u>Description</u>	<u>Total</u>
Economic Development Support	\$ 889,900
Consulting Fees	677,621
Personnel Costs	559,968
PHA Sponsored Event	236,991
Dues & Memberships	212,329
Art and Production	175,153
Advertising Media	124,418
Maint / Machine Equip - Contractor	93,295
Fees for Online Services	55,034
Educational Sponsorship	52,600
Promotional Gifts	50,222
Fees & Services	49,748
PHA Table Purchases	20,850
Trade Trips	16,895
Printing Production	16,891
Software License Fees	9,889
Postage	9,377
Training Registration	6,435
Business Meals & Entertainment	6,183
PHA Receptions/Special Events	6,140
Travel	4,870
Materials	2,747
Fuel	2,620
Seminar/Conference Registration	2,312
Equipment Purchases Expensed	2,178
Computer Equipment Purchases	858
Employee SpecialEvents	(14)
2019-PHA Rodeo	(32,168)
Grand Total	<u><u>\$ 3,253,341</u></u>

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MV Sam Houston - Special Events
October 2021

<u>Month Paid</u>	<u>Tour Date</u>	<u>Organization</u>	<u>2021 YTD</u>
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NO ACTIVITY

* *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.*