

Port of Houston Authority
P&D Fund Expenditures *
February 2019

Department	Description	February	YTD Total
Commissioner Travel			
Janiece Longoria	Miscellaneous (Mileage)	\$ 99	\$ 99
Commissioner Travel Total		99	99
Chief Commercial Officer Administration			
	Business Meals & Entertainment	850	2,928
	Dues & Memberships	-	60,000
	Travel	3,292	4,024
Chief Commercial Officer Administration Total		4,142	66,952
Community Relations and Events			
	Dues & Memberships	10,000	15,550
	Economic Development Support	-	6,500
	PHA Sponsored Event	5,000	10,500
	PHA Table Purchases	-	10,000
	Promotional Gifts	-	3,881
Community Relations and Events Total		15,000	46,431
Economic Development			
	Business Meals & Entertainment	1,685	1,685
	Dues & Memberships	2,900	10,483
	Economic Development Support	-	20,000
	PHA Receptions/Special Events	-	7,000
	PHA Sponsored Event	-	3,208
	Seminar/Conference Registration	400	400
	Travel	1,949	2,215
Economic Development Total		6,934	44,991
Education Outreach			
	PHA Receptions/Special Events	-	85
Education Outreach Total		-	85
Executive			
	Business Meals & Entertainment	607	607
	Consulting Fees	14,132	14,132
	Travel	2,334	2,334
Executive Total		17,073	17,073
Government Relations			
	Consulting Fees	8,333	16,666
	Dues & Memberships	-	5,000
	PHA Receptions/Special Events	1,167	19,133
	PHA Table Purchases	25,000	26,500
	Printing Production	97	97
	Travel	1,298	1,298
Government Relations Total		35,895	68,693
Marketing and External Communication			
	Advertising Media	12,928	13,361
	Art & Production	10,000	15,000
	Fees & Services	13,049	13,371
	Fees for Online Services	-	17,283
	PHA Receptions/Special Events	11,722	89,771
	PHA Sponsored Event	-	3,500
	Printing Production	99	10,884
	Promotional Gifts	-	702
	Travel	7	30
Marketing and External Communication Total		47,805	163,903

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Department	Description	February	YTD Total
Media Relations			
	Business Meals & Entertainment	35	35
Media Relations Total		35	35
MV Sam Houston			
	Fees & Services	226	226
	Fuel	-	2,601
	Materials	369	844
	Personnel Costs	48,557	106,124
	Software License Fees	-	9,889
	Tour Boat Special Events	1,724	3,088
MV Sam Houston Total		50,876	122,771
Research & Forecasting			
	Dues & Memberships	-	141
Research & Forecasting Total		-	141
Small Business			
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	30,000	30,000
Small Business Total		30,000	32,500
Trade Development			
	Business Meals & Entertainment	2,656	3,845
	Consulting Fees	52,254	98,451
	Dues & Memberships	300	4,100
	Fees & Services	9,757	9,757
	PHA Receptions/Special Events	19,798	20,173
	PHA Sponsored Event	19,950	19,950
	Promotional Gifts	10	10
	Seminar/Conference Registration	2,500	2,500
	Travel	4,982	7,566
Trade Development Total		112,208	166,351
Grand Total		\$ 320,067	\$ 730,026

* 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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February 2019**

<u>Description</u>	<u>Total</u>
PHA Receptions/Special Events	\$ 138,661
Consulting Fees	129,249
Personnel Costs	106,124
Dues & Memberships	95,274
PHA Sponsored Event	67,158
PHA Table Purchases	36,500
Economic Development Support	26,500
Fees & Services	23,354
Travel	17,467
Fees for Online Services	17,283
Art & Production	15,000
Advertising Media	13,361
Printing Production	10,982
Software License Fees	9,889
Business Meals & Entertainment	9,099
Promotional Gifts	4,593
Tour Boat Special Events	3,088
Seminar/Conference Registration	2,900
Fuel	2,601
Materials	844
Commissioner Travel	99
Grand Total	<u><u>\$ 730,026</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 2019 YTD

<u>Month Paid</u>	<u>Tour Date</u>	<u>Organization</u>	<u>2019 YTD</u>
January	12/21/2018	City of Galena Park	\$ 1,364
February	02/13/2019	SER Jobs	1,328
February	02/19/2019	Blanson CTE High School	397
	02/20/2019	Chavez High School Special Ed. Dept.	-
	02/21/2019	Environmental Youth Council	-
	02/28/2019	Texas Southern University - Department of Transportation Studies	-
			\$ 3,088

*** 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.*