

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

Department	Description	March	YTD Total
Commissioner Travel			
Janiece Longoria	Miscellaneous (Mileage)	\$ -	\$ 99
Theldon Branch	Texas Port Association Conference - Austin, TX	1,236	1,236
Commissioner Travel Total		1,236	1,335
Channel Development			
	Travel	346	346
Channel Development Total		346	346
Chief Commercial Officer Administration			
	Business Meals & Entertainment	400	3,328
	Dues & Memberships	1,300	61,300
	Travel	10,355	14,380
Chief Commercial Officer Administration Total		12,055	79,008
Community Relations and Events			
	Dues & Memberships		15,550
	Economic Development Support	47,500	54,000
	PHA Receptions/Special Events	460	460
	PHA Sponsored Event	11,500	22,000
	PHA Table Purchases	1,625	11,625
	Promotional Gifts	38	3,920
	Software License Fees	290	290
Community Relations and Events Total		61,413	107,844
Economic Development			
	Advertising Media	3,375	3,375
	Business Meals & Entertainment	1,164	2,850
	Dues & Memberships	1,500	11,983
	Economic Development Support	-	20,000
	PHA Receptions/Special Events	-	7,000
	PHA Sponsored Event	8,000	11,208
	Seminar/Conference Registration	450	850
	Training Registration	598	598
	Travel	7,197	9,412
Economic Development Total		22,284	67,276
Education Outreach			
	PHA Receptions/Special Events	-	85
Education Outreach Total		-	85
Executive			
	Business Meals & Entertainment	-	607
	Consulting Fees	-	14,132
	Seminar/Conference Registration	845	845
	Travel	-	2,334
Executive Total		845	17,918
Government Relations			
	Consulting Fees	8,333	24,999
	Dues & Memberships	58,975	63,975
	Fees & Services	125	125
	PHA Receptions/Special Events	2,799	21,931
	PHA Table Purchases	-	26,500
	Printing Production	-	97
	Promotional Gifts	2,849	2,849
	Travel	3,181	4,479
Government Relations Total		76,262	144,955

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Department	Description	March	YTD Total
Marketing and External Communication	Advertising Media	29,273	42,634
	Art & Production	10,000	25,000
	Consulting Fees	8,500	8,500
	Fees & Services	4,736	18,107
	Fees for Online Services	28,193	45,477
	Fuel	1,721	1,721
	PHA Receptions/Special Events	-	89,771
	PHA Sponsored Event	-	3,500
	Printing Production	7,336	18,220
	Promotional Gifts	872	1,574
	Travel	48	78
Marketing and External Communication Total		90,679	254,582
Media Relations	Business Meals & Entertainment	-	35
Media Relations Total		-	35
MV Sam Houston	Equipment Purchases Expensed	80	80
	Fees & Services	702	928
	Fuel	-	2,601
	Materials	98	942
	Personnel Costs	47,923	154,046
	Software License Fees	-	9,889
	Tour Boat Special Events	1,746	4,834
MV Sam Houston Total		50,549	173,320
Research & Forecasting	Dues & Memberships	-	141
Research & Forecasting Total		-	141
Small Business	Economic Development Support	55,500	55,500
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	-	30,000
Small Business Total		55,500	88,000
Trade Development	Business Meals & Entertainment	2,682	6,526
	Consulting Fees	25,730	124,181
	Dues & Memberships	5,089	9,189
	Fees & Services	833	10,590
	PHA Receptions/Special Events	8,225	28,398
	PHA Sponsored Event	66,195	86,145
	Promotional Gifts	-	10
	Seminar/Conference Registration	-	2,500
	Travel	(6,277)	1,289
Trade Development Total		102,477	268,828
Grand Total		\$ 473,646	\$ 1,203,673

* 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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March 2019**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 171,812
Dues & Memberships	162,138
Personnel Costs	154,046
PHA Sponsored Event	152,853
PHA Receptions/Special Events	150,145
Economic Development Support	129,500
Advertising Media	46,009
Fees for Online Services	45,477
PHA Table Purchases	38,125
Travel	32,317
Fees & Services	29,750
Art & Production	25,000
Printing Production	18,317
Business Meals & Entertainment	13,345
Software License Fees	10,179
Promotional Gifts	8,352
Tour Boat Special Events	4,834
Fuel	4,322
Seminar/Conference Registration	4,195
Commissioner Travel	1,335
Materials	942
Training Registration	598
Equipment Purchases Expensed	80
Grand Total	<u>\$ 1,203,673</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
March 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	-
March	02/28/2019	Texas Southern University - Department of Transportation Studies	417
March	03/22/2019	Disaster Response Fellowship	1,329
	03/29/2019	Jason Learning	-
			\$ 4,834

** 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.*