

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

Department	Description	April	YTD Total
Commissioner Travel			
Janiece Longoria	Miscellaneous (Mileage)	\$ -	\$ 99
Theldon Branch	Texas Port Association Conference - Austin, TX	-	1,236
Commissioner Travel Total		-	1,335
Channel Development			
	Travel	(87)	258
Channel Development Total		(87)	258
Chief Commercial Officer Administration			
	Business Meals & Entertainment	961	4,289
	Dues & Memberships	-	61,300
	Travel	835	15,215
Chief Commercial Officer Administration Total		1,796	80,804
Community Relations and Events			
	Dues & Memberships	-	15,550
	Economic Development Support	78,000	132,000
	PHA Receptions/Special Events	-	460
	PHA Sponsored Event	7,500	29,500
	PHA Table Purchases	3,500	15,125
	Promotional Gifts	2,248	6,168
	Software License Fees	-	290
	Travel	52	52
Community Relations and Events Total		91,300	199,144
Economic Development			
	Advertising Media	-	3,375
	Business Meals & Entertainment	580	3,429
	Dues & Memberships	(1,500)	10,483
	Economic Development Support	-	20,000
	PHA Receptions/Special Events	-	7,000
	PHA Sponsored Event	-	11,208
	Seminar/Conference Registration	750	1,600
	Training Registration	(598)	-
	Travel	1,024	10,436
Economic Development Total		256	67,532
Education Outreach			
	Educational Sponsorships	850	850
	PHA Receptions/Special Events	18,911	18,996
Education Outreach Total		19,761	19,846
Executive			
	Business Meals & Entertainment	1,022	1,629
	Consulting Fees	-	14,132
	Fees & Services	5,033	5,033
	Seminar/Conference Registration	-	845
	Travel	2,625	4,959
Executive Total		8,680	26,598

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Department	Description	April	YTD Total
Government Relations			
	Consulting Fees	130,583	155,582
	Dues & Memberships	15,000	78,975
	Fees & Services	(125)	-
	PHA Receptions/Special Events	1,029	22,960
	PHA Sponsored Event	500	500
	PHA Table Purchases	2,500	29,000
	Printing Production	40	137
	Promotional Gifts	-	2,849
	Travel	5,616	10,094
Government Relations Total		155,142	300,097
Marketing and External Communication			
	Advertising Media	16,925	59,559
	Art & Production	-	20,000
	Consulting Fees	-	8,500
	Economic Development Support	10,750	15,750
	Fees & Services	500	18,607
	Fees for Online Services	45,343	90,820
	PHA Receptions/Special Events	-	89,771
	PHA Sponsored Event	-	3,500
	Printing Production	-	18,220
	Promotional Gifts	4,232	5,806
	Travel	-	78
Marketing and External Communication Total		77,751	330,611
Media Relations			
	Business Meals & Entertainment	-	35
	Dues & Memberships	315	315
Media Relations Total		315	350
MV Sam Houston			
	Equipment Purchases Expensed	-	80
	Fees & Services	785	1,713
	Fuel	52	4,374
	Materials	3,570	4,512
	Personnel Costs	51,633	205,680
	Software License Fees	-	9,889
	Tour Boat Special Events	4,173	9,007
MV Sam Houston Total		60,214	235,255
Procurement Services			
	Promotional Gifts	2,443	2,443
Procurement Services Total		2,443	2,443
Research & Forecasting			
	Dues & Memberships	-	141
Research & Forecasting Total		-	141
Small Business			
	Economic Development Support	22,000	77,500
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	-	30,000
Small Business Total		22,000	110,000

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<u>Department</u>	<u>Description</u>	<u>April</u>	<u>YTD Total</u>
Trade Development	Business Meals & Entertainment	2,827	9,353
	Consulting Fees	30,771	154,952
	Dues & Memberships	795	9,984
	Fees & Services	-	10,590
	PHA Receptions/Special Events	-	28,398
	PHA Sponsored Event	7,500	93,645
	Promotional Gifts	-	10
	Seminar/Conference Registration	3,755	6,255
	Trade Trips	16,944	16,944
	Travel	15,316	16,605
Trade Development Total		77,907	346,735
Grand Total		\$ 517,477	\$ 1,721,149

* 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 *
April 2019**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 333,165
Economic Development Support	245,250
Personnel Costs	205,680
Dues & Memberships	176,748
PHA Receptions/Special Events	170,085
PHA Sponsored Event	168,353
Fees for Online Services	90,820
Advertising Media	62,934
Travel	57,697
PHA Table Purchases	44,125
Fees & Services	35,943
Art & Production	20,000
Business Meals & Entertainment	18,735
Printing Production	18,357
Promotional Gifts	17,276
Trade Trips	16,944
Software License Fees	10,179
Tour Boat Special Events	9,007
Seminar/Conference Registration	8,700
Materials	4,512
Fuel	4,374
Commissioner Travel	1,335
Educational Sponsorships	850
Equipment Purchases Expensed	80
Grand Total	<u>\$ 1,721,149</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.**

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MV Sam Houston - Special Events
April 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
April	02/19/2019	Blanson CTE High School	365
	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
April	03/29/2019	Jason Learning	950
April	04/02/2019	American Association of Port Authorities	575
	04/04/2019	Houston Chemical Association	-
April	04/04/2019	Texas Lyceum	1,285
April	04/11/2019	Economic Alliance Houston Port Region	1,089
April	04/17/2019	Humble High School TSTEM Academy	306
	TBD	Greater Houston Coffee Association	-
	TBD	Port Houston Maritime Education	-
	04/30/2019	Deer Park Community Advisory Council (DPCAC)	-
			\$ 9,007

*** 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.*