

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

<u>Department</u>	<u>Description</u>	<u>January</u>	<u>YTD Total</u>
Chief Commercial Officer Administration			
	Business Meals & Entertainment	\$ 276	\$ 276
	Dues & Memberships	60,000	60,000
Chief Commercial Officer Administration Total		60,276	60,276
Chief Infrastructure Officer Administration			
	PHA Sponsored Event	5,000	5,000
Chief Infrastructure Officer Administration Total		5,000	5,000
Chief Operating Officer Administration			
	Travel	74	74
Chief Operating Officer Administration Total		74	74
Community Relations and Events			
	Dues & Memberships	5,550	5,550
	PHA Sponsored Event	10,000	10,000
	PHA Table Purchases	25,000	25,000
Community Relations and Events Total		40,550	40,550
Economic Development			
	Business Meals & Entertainment	1,565	1,565
	Dues & Memberships	1,250	1,250
	PHA Receptions/Special Events	2,269	2,269
	PHA Sponsored Event	400	400
	Seminar/Conference Registration	600	600
	Travel	597	597
Economic Development Total		6,681	6,681
Education Outreach			
	Business Meals & Entertainment	51	51
	Educational Sponsorships	10,000	10,000
Education Outreach Total		10,051	10,051
Government Relations			
	Consulting Fees	36,666	36,666
	Dues & Memberships	47,500	47,500
	PHA Receptions/Special Events	527	527
	PHA Table Purchases	1,500	1,500
	Travel	441	441
Government Relations Total		86,634	86,634

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Department	Description	January	YTD Total
Marketing and External Communication	Advertising Media	21,890	21,890
	Fees & Services	20,625	20,625
	Fees for Online Services	267	267
	PHA Receptions/Special Events	472	472
	Promotional Gifts	2,910	2,910
	Travel	20	20
Marketing and External Communication Total		46,184	46,184
MV Sam Houston	Fees & Services	250	250
	Fuel	2,804	2,804
	Materials	157	157
	Personnel Costs	56,647	56,647
	Tour Boat Special Events	985	985
MV Sam Houston Total		60,843	60,843
Trade Development	Business Meals & Entertainment	2,902	2,902
	Consulting Fees	25,059	25,059
	Dues & Memberships	4,145	4,145
	Fees & Services	359	359
	PHA Receptions/Special Events	194	194
	Seminar/Conference Registration	50	50
	Trade Trips	74,887	74,887
	Training Registration	40	40
	Travel	702	702
Trade Development Total		108,338	108,338
Grand Total		\$ 424,629	\$ 424,629

* 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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January 2020**

<u>Description</u>	<u>Total</u>
Dues & Memberships	\$ 118,445
Trade Trips	74,887
Consulting Fees	61,725
Personnel Costs	56,647
PHA Table Purchases	26,500
Advertising Media	21,890
Fees & Services	21,234
PHA Sponsored Event	15,400
Educational Sponsorships	10,000
Business Meals & Entertainment	4,793
PHA Receptions/Special Events	3,462
Promotional Gifts	2,910
Fuel	2,804
Travel	1,834
Tour Boat Special Events	985
Seminar/Conference Registration	650
Fees for Online Services	267
Materials	157
Training Registration	40
Grand Total	<u>\$ 424,629</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
January 2020

<u>Month Paid</u>	<u>Tour Date</u>	<u>Organization</u>	<u>2020 YTD</u>
January	12/19/2019	City of Galena Park	\$ 985
	1/24/2020	American Society of Civil Engineers Texas	
			<u>\$ 985</u>

* **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.*