

Port of Houston Authority  
P&D Fund Expenditures \*  
May 2020

Department	Description	May	YTD Total
Chief Commercial Officer Administration	Business Meals & Entertainment	\$ 101	\$ 457
	Dues & Memberships	-	60,000
	Seminar/Conference Registration	-	250
	Travel	3	9
<b>Chief Commercial Officer Administration Total</b>		<b>104</b>	<b>60,716</b>
Chief Infrastructure Officer Administration	PHA Sponsored Event	-	5,612
<b>Chief Infrastructure Officer Administration Total</b>		<b>-</b>	<b>5,612</b>
Chief Operating Officer Administration	Business Meals & Entertainment	-	647
	Travel	-	187
<b>Chief Operating Officer Administration Total</b>		<b>-</b>	<b>834</b>
Community Relations and Events	Dues & Memberships	-	17,050
	Economic Development Support	44,250	124,250
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	-	36,500
	PHA Table Purchases	2,500	28,620
	Travel	-	192
<b>Community Relations and Events Total</b>		<b>46,750</b>	<b>209,112</b>
Economic Development	Business Meals & Entertainment	-	3,574
	Dues & Memberships	-	1,250
	PHA Receptions/Special Events	-	2,269
	PHA Sponsored Event	-	8,400
	Seminar/Conference Registration	-	600
	Travel	-	7,267
<b>Economic Development Total</b>		<b>-</b>	<b>23,361</b>
Education Outreach	Business Meals & Entertainment	-	51
	Educational Sponsorships	-	10,935
	PHA Receptions/Special Events	2,958	4,828
	Promotional Gifts	-	5,650
<b>Education Outreach Total</b>		<b>2,958</b>	<b>21,464</b>
Executive	Business Meals & Entertainment	348	656
	PHA Sponsored Event	-	2,500
	Seminar/Conference Registration	-	850
	Travel	2,361	3,894
<b>Executive Total</b>		<b>2,708</b>	<b>7,900</b>

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Department	Description	May	YTD Total
Government Relations	Consulting Fees	32,500	179,481
	Dues & Memberships	-	47,500
	PHA Receptions/Special Events	-	2,897
	PHA Sponsored Event	1,000	2,500
	PHA Table Purchases	-	4,500
	Travel	-	2,023
<b>Government Relations Total</b>		<b>33,500</b>	<b>238,901</b>
Marketing and External Communication	Advertising Media	-	21,890
	Art and Production	5,000	36,770
	Business Meals & Entertainment	-	35
	Computer Equipment Purchases	-	314
	Dues & Memberships	-	300
	Fees & Services	40,070	92,015
	Fees for Online Services	-	46,927
	Materials	-	125
	PHA Receptions/Special Events	-	472
	Printing Production	-	5,236
	Promotional Gifts	-	3,380
	Subscriptions and Publications	-	133
	Travel	-	97
<b>Marketing and External Communication Total</b>		<b>45,070</b>	<b>207,694</b>
Media Relations	Subscriptions and Publications	-	104
<b>Media Relations Total</b>		<b>-</b>	<b>104</b>
MV Sam Houston	Fees & Services	-	1,106
	Fuel	-	2,238
	Materials	-	376
	Personnel Costs	77,523	285,480
	Safety Equipment	-	2,552
	Software License Fees	-	9,889
	Tour Boat Special Events	-	4,068
<b>MV Sam Houston Total</b>		<b>77,523</b>	<b>305,709</b>
Procurement Services	PHA Sponsored Event	-	2,500
<b>Procurement Services Total</b>		<b>-</b>	<b>2,500</b>
Research and Forecasting	Business Meals & Entertainment	-	78
	Dues & Memberships	-	141
	Fees for Online Services	-	30,810
	Travel	-	35
<b>Research and Forecasting Total</b>		<b>-</b>	<b>31,064</b>

Port of Houston Authority  
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<u>Department</u>	<u>Description</u>	<u>May</u>	<u>YTD Total</u>
Small Business	Economic Development Support	-	126,450
	PHA Receptions/Special Events	-	67
	PHA Sponsored Event	-	30,000
	Promotional Gifts	5,575	5,575
<b>Small Business Total</b>		<b>5,575</b>	<b>162,092</b>
Trade Development	Business Meals & Entertainment	-	6,492
	Consulting Fees	25,059	207,896
	Dues & Memberships	-	5,695
	Fees & Services	-	458
	PHA Receptions/Special Events	508	77,687
	PHA Sponsored Event	-	8,500
	Seminar/Conference Registration	-	1,330
	Trade Trips	1,609	101,480
	Training Registration	-	40
	Travel	-	9,396
<b>Trade Development Total</b>		<b>27,175</b>	<b>418,975</b>
<b>Grand Total</b>		<b>\$ 241,364</b>	<b>\$ 1,696,036</b>

\* 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  
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May 2020**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 387,377
Personnel Costs	285,480
Economic Development Support	250,700
Dues & Memberships	131,936
Trade Trips	101,480
PHA Sponsored Event	96,512
Fees & Services	93,579
PHA Receptions/Special Events	90,721
Fees for Online Services	77,737
Art and Production	36,770
PHA Table Purchases	33,120
Travel	23,102
Advertising Media	21,890
Promotional Gifts	14,605
Business Meals & Entertainment	11,988
Educational Sponsorships	10,935
Software License Fees	9,889
Printing Production	5,236
Tour Boat Special Events	4,068
Seminar/Conference Registration	3,030
Safety Equipment	2,552
Fuel	2,238
Materials	501
Computer Equipment Purchases	314
Subscriptions and Publications	237
Training Registration	40
<b>Grand Total</b>	<b><u>\$ 1,696,036</u></b>

**\* 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  
May 2020

Month Paid	Tour Date	Organization	2020 YTD
January	12/19/2019	City of Galena Park	\$ 985
February	1/24/2020	American Society of Civil Engineers Texas	975
March	2/22/2020	Division of General Medicine, McGovern Medical School	1,017
	2/25/2020	Galena Park High School - Environmental Youth Council	-
March	2/27/2020	Camara de Empresarios Latinos de Houston (CELH)	1,091
			<b>\$ 4,068</b>

\* 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.*