

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

Department	Description	June	YTD Total
Chief Commercial Officer Administration	Business Meals & Entertainment	\$ -	\$ 457
	Dues & Memberships	-	60,000
	Seminar/Conference Registration	-	250
	Travel	-	9
Chief Commercial Officer Administration Total		-	60,716
Chief Infrastructure Officer Administration	PHA Sponsored Event	-	5,612
Chief Infrastructure Officer Administration Total		-	5,612
Chief Operating Officer Administration	Business Meals & Entertainment	-	647
	Travel	-	187
Chief Operating Officer Administration Total		-	834
Community Relations and Events	Dues & Memberships	-	17,050
	Economic Development Support	28,750	153,000
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	-	36,500
	PHA Table Purchases	-	28,620
	Travel	-	192
Community Relations and Events Total		28,750	237,862
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
Economic Development Total		-	23,361
Education Outreach	Business Meals & Entertainment	-	51
	Educational Sponsorships	-	10,935
	PHA Receptions/Special Events	1,091	5,919
	Promotional Gifts	-	5,650
Education Outreach Total		1,091	22,555
Executive	Business Meals & Entertainment	-	656
	PHA Sponsored Event	-	2,500
	Seminar/Conference Registration	-	850
	Travel	-	3,894
Executive Total		-	7,900
Government Relations	Consulting Fees	12,500	191,981
	Dues & Memberships	-	47,500
	PHA Receptions/Special Events	-	2,897
	PHA Sponsored Event	-	2,500
	PHA Table Purchases	-	4,500
	Travel	-	2,023
Government Relations Total		12,500	251,401

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Department	Description	June	YTD Total
Marketing and External Communication	Advertising Media	-	21,890
	Art and Production	5,000	41,770
	Business Meals & Entertainment	-	35
	Computer Equipment Purchases	-	314
	Dues & Memberships	-	300
	Fees & Services	19,575	111,590
	Fees for Online Services	-	46,927
	Materials	-	125
	PHA Receptions/Special Events	-	472
	Printing Production	780	6,017
	Promotional Gifts	592	3,972
	Subscriptions and Publications	-	133
	Travel	-	97
Marketing and External Communication Total		25,947	233,640
Media Relations	Subscriptions and Publications	-	104
Media Relations Total		-	104
MV Sam Houston	Fees & Services	-	1,106
	Fuel	-	2,238
	Materials	-	376
	Personnel Costs	51,683	337,162
	Safety Equipment	-	2,552
	Software License Fees	-	9,889
	Tour Boat Special Events	-	4,068
MV Sam Houston Total		51,683	357,391
Procurement Services	PHA Sponsored Event	-	2,500
Procurement Services Total		-	2,500
Research and Forecasting	Business Meals & Entertainment	-	78
	Dues & Memberships	-	141
	Fees for Online Services	-	30,810
	Travel	-	35
Research and Forecasting Total		-	31,064
Small Business	Economic Development Support	-	126,450
	PHA Receptions/Special Events	-	67
	PHA Sponsored Event	-	30,000
	Promotional Gifts	-	5,575
Small Business Total		-	162,092

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<u>Department</u>	<u>Description</u>	<u>June</u>	<u>YTD Total</u>
Trade Development	Business Meals & Entertainment		6,492
	Consulting Fees	16,667	224,563
	Dues & Memberships	100	5,795
	Fees & Services	-	458
	PHA Receptions/Special Events	500	78,187
	PHA Sponsored Event	-	8,500
	Seminar/Conference Registration	-	1,330
	Trade Trips	-	101,480
	Training Registration	-	40
	Travel	-	9,396
Trade Development Total		17,267	436,242
Grand Total		\$ 137,237	\$ 1,833,273

* 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 *
June 2020**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 416,544
Personnel Costs	337,162
Economic Development Support	279,450
Dues & Memberships	132,036
Fees & Services	113,154
Trade Trips	101,480
PHA Sponsored Event	96,512
PHA Receptions/Special Events	92,312
Fees for Online Services	77,737
Art and Production	41,770
PHA Table Purchases	33,120
Travel	23,102
Advertising Media	21,890
Promotional Gifts	15,197
Business Meals & Entertainment	11,988
Educational Sponsorships	10,935
Software License Fees	9,889
Printing Production	6,017
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
Grand Total	<u><u>\$ 1,833,273</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.**

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MV Sam Houston - Special Events
June 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
			\$ 4,068

* 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.*