

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

Department	Description	July	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	20,000	173,000
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	20,000	56,500
	PHA Table Purchases	-	28,620
	Travel	-	192
Community Relations and Events Total		40,000	277,862
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	-	5,919
	Promotional Gifts	-	5,650
Education Outreach Total		-	22,555
Executive	Business Meals & Entertainment	-	656
	PHA Sponsored Event	-	2,500
	Seminar/Conference Registration	-	850
	Travel	-	3,894
Executive Total		-	7,900

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Department	Description	July	YTD Total
Government Relations	Consulting Fees	12,500	204,480
	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	263,900
Marketing and External Communication	Advertising Media	-	21,890
	Art and Production	12,675	54,445
	Business Meals & Entertainment	350	385
	Computer Equipment Purchases	-	314
	Dues & Memberships	-	300
	Fees & Services	12,875	124,465
	Fees for Online Services	29,361	76,287
	Materials	430	555
	PHA Receptions/Special Events	-	472
	Printing Production	-	6,017
	Promotional Gifts	-	3,972
	Subscriptions and Publications	-	133
	Travel	1,942	2,039
Marketing and External Communication Total		57,633	291,274
Media Relations	Subscriptions and Publications	-	104
Media Relations Total		-	104
MV Sam Houston	Fees & Services	-	1,106
	Fuel	-	2,238
	Materials	-	376
	Personnel Costs	51,969	389,132
	Safety Equipment	-	2,552
	Software License Fees	-	9,889
	Tour Boat Special Events	-	4,068
MV Sam Houston Total		51,969	409,361
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

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<u>Department</u>	<u>Description</u>	<u>July</u>	<u>YTD Total</u>
Small Business	Economic Development Support	55,800	182,250
	PHA Receptions/Special Events	-	67
	PHA Sponsored Event	-	30,000
	Promotional Gifts	-	5,575
Small Business Total		55,800	217,892
Trade Development	Business Meals & Entertainment	-	6,492
	Consulting Fees	51,622	276,185
	Dues & Memberships	300	6,095
	Fees & Services	-	458
	PHA Receptions/Special Events	37,635	115,822
	PHA Sponsored Event	-	8,500
	Seminar/Conference Registration	-	1,330
	Trade Trips	16,168	117,648
	Training Registration	-	40
	Travel	145	9,541
Trade Development Total		105,870	542,111
Grand Total		\$ 323,772	\$ 2,157,045

* 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 *
July 2020**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 480,666
Personnel Costs	389,132
Economic Development Support	355,250
Dues & Memberships	132,336
PHA Receptions/Special Events	129,947
Fees & Services	126,029
Trade Trips	117,648
PHA Sponsored Event	116,512
Fees for Online Services	107,097
Art and Production	54,445
PHA Table Purchases	33,120
Travel	25,188
Advertising Media	21,890
Promotional Gifts	15,197
Business Meals & Entertainment	12,338
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	931
Computer Equipment Purchases	314
Subscriptions and Publications	237
Training Registration	40
Grand Total	<u><u>\$ 2,157,045</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.**

Port of Houston Authority
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MV Sam Houston - Special Events
July 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.*