

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

Department	Description	September	YTD Total
Accounts Payable			
	Fees & Services	\$ 24	\$ 24
Accounts Payable Total		24	24
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			
	Consulting Fees	-	50,000
	Dues & Memberships	-	17,050
	Economic Development Support	58,286	256,286
	PHA Receptions/Special Events	-	2,500
	PHA Sponsored Event	2,000	58,500
	PHA Table Purchases	10,000	38,620
	Promotional Gifts	1,392	4,292
	Travel	-	192
Community Relations and Events Total		71,678	427,440
Economic Development			
	Business Meals & Entertainment	-	3,574
	Dues & Memberships	-	6,880
	PHA Receptions/Special Events	-	2,269
	PHA Sponsored Event	-	8,400
	Seminar/Conference Registration	-	600
	Travel	-	7,267
Economic Development Total		-	28,991
Education Outreach			
	Business Meals & Entertainment	-	51
	Educational Sponsorships	-	50,935
	PHA Receptions/Special Events	-	5,919
	Promotional Gifts	-	5,650
Education Outreach Total		-	62,555
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	65,000	317,813
	Dues & Memberships	-	47,500
	PHA Receptions/Special Events	-	2,897
	PHA Sponsored Event	-	7,500
	PHA Table Purchases	-	4,500
	Travel	-	2,023
Government Relations Total		65,000	382,233
Marketing and External Communication			
	Advertising Media	-	21,890
	Art and Production	16,825	80,845
	Business Meals & Entertainment	-	385
	Computer Equipment Purchases	-	314
	Dues & Memberships	149	449
	Fees & Services	6	150,871
	Fees for Online Services	250	79,057
	Materials	-	555
	PHA Receptions/Special Events	-	472
	Printing Production	4,808	10,825
	Promotional Gifts	-	3,972
	Subscriptions and Publications	-	133
	Travel	-	2,039
Marketing and External Communication Total		22,038	351,807
Media Relations			
	Subscriptions and Publications	-	104
Media Relations Total		-	104
MV Sam Houston			
	Fees & Services	-	1,258
	Fuel	-	2,238
	Materials	-	376
	Personnel Costs	46,323	484,459
	Safety Equipment	-	7,009
	Software License Fees	-	9,889
	Tour Boat Special Events	-	4,068
MV Sam Houston Total		46,323	509,297
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	-	182,250
	PHA Receptions/Special Events	-	67
	PHA Sponsored Event	-	30,000
	Promotional Gifts	-	5,575
Small Business Total		-	217,892

Trade Development	Business Meals & Entertainment	-	6,492
	Consulting Fees	31,288	344,450
	Dues & Memberships	-	6,095
	Fees & Services	-	458
	PHA Receptions/Special Events	(22,910)	92,912
	PHA Sponsored Event	-	8,500
	Seminar/Conference Registration	-	1,330
	Trade Trips	(1,350)	116,298
	Training Registration	-	40
	Travel	-	9,541
Trade Development Total		<u>7,028</u>	<u>586,116</u>
Training and Development	Promotional Gifts	2,088	2,088
Training and Development Total		<u>2,088</u>	<u>2,088</u>
Grand Total		<u>\$ 214,178</u>	<u>\$ 2,677,171</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
P&D Fund Expenditures *
September 2020**

<u>Description</u>	<u>Total</u>
Consulting Fees	\$ 712,264
Personnel Costs	484,459
Economic Development Support	438,535
Fees & Services	152,611
Dues & Memberships	138,115
PHA Sponsored Event	123,512
Trade Trips	116,298
Fees for Online Services	109,867
PHA Receptions/Special Events	107,037
Art and Production	80,845
Educational Sponsorships	50,935
PHA Table Purchases	43,120
Travel	25,188
Advertising Media	21,890
Promotional Gifts	21,576
Business Meals & Entertainment	12,338
Printing Production	10,825
Software License Fees	9,889
Safety Equipment	7,009
Tour Boat Special Events	4,068
Seminar/Conference Registration	3,030
Fuel	2,238
Materials	931
Computer Equipment Purchases	314
Subscriptions and Publications	237
Training Registration	40
Grand Total	<u><u>\$ 2,677,171</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
P&D Fund Expenditures *
MV Sam Houston - Special Events
September 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.*