

Port of Houston Authority  
P&D Fund Expenditures \*  
September 2021

Department	Description	September	YTD Total
Channel Development			
	PHA Sponsored Event	\$ -	\$ 2,500
<b>Channel Development Total</b>		<b>-</b>	<b>2,500</b>
Chief Commercial Officer			
	Business Meals & Entertainment	428	1,584
	Dues & Memberships	-	60,000
	Promotional Gifts	-	122
	Trade Trips	-	281
	Travel	-	88
<b>Chief Commercial Officer Total</b>		<b>428</b>	<b>62,075</b>
Chief Operating Officer			
	Dues & Memberships	-	65,000
<b>Chief Operating Officer Total</b>		<b>-</b>	<b>65,000</b>
Community Relations and Events			
	Dues & Memberships	-	18,050
	Economic Development Support	166,625	642,150
	Fees & Services	-	5,791
	Fees for Online Services	-	50,000
	PHA Sponsored Event	-	135,675
	PHA Table Purchases	1,000	12,000
	Postage	-	7,684
<b>Community Relations and Events Total</b>		<b>167,625</b>	<b>871,350</b>
Economic Development			
	Business Meals & Entertainment	-	1,273
	Dues & Memberships	-	4,395
	Seminar/Conference Registration	-	1,445
	Travel	-	3,841
<b>Economic Development Total</b>		<b>-</b>	<b>10,954</b>
Education Outreach			
	PHA Receptions/Special Events	-	2,818
	Promotional Gifts	-	16,468
<b>Education Outreach Total</b>		<b>-</b>	<b>19,286</b>
Employee, Development & Engagement			
	Employee SpecialEvents	(14)	(14)
<b>Employee, Development &amp; Engagement Total</b>		<b>(14)</b>	<b>(14)</b>
Executive			
	Business Meals & Entertainment	221	565
	Dues & Memberships	-	8,750
	Travel	538	548
<b>Executive Total</b>		<b>759</b>	<b>9,863</b>

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Department	Description	September	YTD Total
Government Relations			
	2019-PHA Rodeo	151	698
	Consulting Fees	60,000	316,998
	Dues & Memberships	-	34,000
<b>Government Relations Total</b>		<b>60,151</b>	<b>351,696</b>
Marketing and External Communication			
	Advertising Media	21,747	105,375
	Art and Production	6,561	139,603
	Computer Equipment Purchases	858	858
	Dues & Memberships	-	149
	Fees & Services	1,008	43,194
	Fees for Online Services	-	13,662
	PHA Sponsored Event	5,000	10,000
	Postage	-	812
	Printing Production	733	16,891
	Promotional Gifts	1,637	24,681
	Seminar/Conference Registration	-	433
	Travel	-	(1,719)
<b>Marketing and External Communication Total</b>		<b>37,544</b>	<b>353,941</b>
Media Relations			
	Dues & Memberships	-	510
<b>Media Relations Total</b>		<b>-</b>	<b>510</b>
MV Sam Houston			
	Fees & Services	116	489
	Fuel	52	2,620
	Maint / Machine Equip - Contractor	-	93,295
	Materials	26	2,654
	Personnel Costs	41,672	498,104
	Postage	-	2,004
	Software License Fees	-	9,889
<b>MV Sam Houston Total</b>		<b>41,866</b>	<b>609,055</b>
Research and Forecasting			
	Fees for Online Services	-	(8,709)
<b>Research and Forecasting Total</b>		<b>-</b>	<b>(8,709)</b>
Small Business			
	Economic Development Support	-	171,000
	Educational Sponsorship	-	10,000
	PHA Receptions/Special Events	2,327	2,327
	PHA Sponsored Event	-	2,000
<b>Small Business Total</b>		<b>2,327</b>	<b>185,327</b>

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Department	Description	September	YTD Total
Trade Development	2019-PHA Rodeo	-	(35,306)
	Business Meals & Entertainment	516	2,129
	Consulting Fees	47,411	268,711
	Dues & Memberships	300	3,225
	Fees & Services	-	273
	PHA Sponsored Event	-	44,800
	PHA Table Purchases	-	(100)
	Promotional Gifts	-	11
	Trade Trips	1,547	17,807
	Training Registration	-	6,435
	Travel	288	1,896
<b>Trade Development Total</b>		<b>50,062</b>	<b>309,881</b>
<b>Grand Total</b>		<b>\$ 360,747</b>	<b>\$ 2,842,714</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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September 2021**

<u>Description</u>	<u>Total</u>
Economic Development Support	\$ 813,150
Consulting Fees	585,709
Personnel Costs	498,104
PHA Sponsored Event	194,975
Dues & Memberships	194,079
Art and Production	139,603
Advertising Media	105,375
Maint / Machine Equip - Contractor	93,295
Fees for Online Services	54,954
Fees & Services	49,748
Promotional Gifts	41,281
Trade Trips	18,088
Printing Production	16,891
PHA Table Purchases	11,900
Postage	10,500
Educational Sponsorship	10,000
Software License Fees	9,889
Training Registration	6,435
Business Meals & Entertainment	5,551
PHA Receptions/Special Events	5,145
Travel	4,655
Materials	2,654
Fuel	2,620
Seminar/Conference Registration	1,878
Computer Equipment Purchases	858
Employee SpecialEvents	(14)
2019-PHA Rodeo	(34,608)
<b>Grand Total</b>	<b><u><u>\$ 2,842,714</u></u></b>

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MV Sam Houston - Special Events  
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<u>Month Paid</u>	<u>Tour Date</u>	<u>Organization</u>	<u>2021 YTD</u>
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NO ACTIVITY

\* *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.*