

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

Department	Description	November	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	517	2,101
	Dues & Memberships	-	60,000
	Promotional Gifts	-	122
	Trade Trips	-	281
	Travel	26	62,503
<b>Chief Commercial Officer Total</b>		<b>543</b>	<b>62,618</b>
Chief Operating Officer			
	Dues & Memberships	-	81,250
<b>Chief Operating Officer Total</b>		<b>-</b>	<b>81,250</b>
Community Relations and Events			
	Dues & Memberships	-	18,050
	Economic Development Support	35,638	735,788
	Fees & Services	-	5,791
	Fees for Online Services	-	50,000
	PHA Receptions/Special Events	-	995
	PHA Sponsored Event	-	147,675
	PHA Table Purchases	2,580	18,530
	Postage	-	7,684
<b>Community Relations and Events Total</b>		<b>38,218</b>	<b>984,513</b>
Economic Development			
	Business Meals & Entertainment	-	1,273
	Dues & Memberships	-	4,395
	PHA Sponsored Event	-	5,000
	Seminar/Conference Registration	-	1,445
	Travel	-	3,841
<b>Economic Development Total</b>		<b>-</b>	<b>15,954</b>
Education Outreach			
	Educational Sponsorship	-	42,000
	PHA Receptions/Special Events	-	2,818
	Promotional Gifts	-	16,468
<b>Education Outreach Total</b>		<b>-</b>	<b>61,286</b>
Employee, Development & Engagement			
	Employee SpecialEvents	-	(14)
<b>Employee, Development &amp; Engagement Total</b>		<b>-</b>	<b>(14)</b>
Executive			
	Business Meals & Entertainment	-	565
	Dues & Memberships	-	8,750
	Economic Development Support	10,000	25,000
	Travel	-	548
<b>Executive Total</b>		<b>10,000</b>	<b>34,863</b>

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Government Relations			
	2019-PHA Rodeo	-	1,138
	Consulting Fees	80,000	446,998
	Dues & Memberships	-	36,000
	PHA Sponsored Event	15,000	15,016
	PHA Table Purchases	-	5,000
	Promotional Gifts	-	680
	Seminar/Conference Registration	-	435
<b>Government Relations Total</b>		<b>95,000</b>	<b>505,266</b>
Marketing and External Communication			
	Advertising Media	26,700	151,118
	Art and Production	15,000	190,153
	Business Meals & Entertainment	71	103
	Computer Equipment Purchases	-	858
	Dues & Memberships	149	298
	Fees & Services	1,970	45,164
	Fees for Online Services	-	13,742
	PHA Sponsored Event	-	10,000
	Postage	-	1,695
	Printing Production	4,976	21,867
	Promotional Gifts	11,622	44,564
	Seminar/Conference Registration	-	433
	Travel	100	(1,540)
<b>Marketing and External Communication Total</b>		<b>60,588</b>	<b>478,457</b>
Media Relations			
	Dues & Memberships	-	510
<b>Media Relations Total</b>		<b>-</b>	<b>510</b>
MV Sam Houston			
	2019-PHA Rodeo	1,910	1,910
	Equipment Purchases Expensed	-	2,178
	Fees & Services	1,062	1,551
	Fuel	-	2,620
	Maint / Machine Equip - Contractor	-	93,295
	Materials	3,008	5,754
	Personnel Costs	41,456	601,424
	Postage	-	(2)
	Software License Fees	-	9,889
<b>MV Sam Houston Total</b>		<b>47,435</b>	<b>718,619</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	33,750	208,500
	Educational Sponsorship	1,800	12,400
	PHA Receptions/Special Events	-	2,327
	PHA Sponsored Event	-	12,000
<b>Small Business Total</b>		<b>35,550</b>	<b>235,227</b>

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Department	Description	November	YTD Total
Trade Development	2019-PHA Rodeo	-	(33,306)
	Business Meals & Entertainment	1,985	4,714
	Consulting Fees	29,149	339,771
	Dues & Memberships	-	3,225
	Fees & Services	-	273
	PHA Sponsored Event	-	59,800
	PHA Table Purchases	-	(100)
	Promotional Gifts	1,526	1,537
	Seminar/Conference Registration	1,000	1,000
	Trade Trips	-	16,614
	Training Registration	-	6,435
	Travel	1,491	3,524
<b>Trade Development Total</b>		<b>35,151</b>	<b>403,488</b>
<b>Grand Total</b>		<b>\$ 322,486</b>	<b>\$ 3,575,827</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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<u>Description</u>	<u>Total</u>
Economic Development Support	\$ 969,288
Consulting Fees	786,769
Personnel Costs	601,424
PHA Sponsored Event	251,991
Dues & Memberships	212,478
Art and Production	190,153
Advertising Media	151,118
Maint / Machine Equip - Contractor	93,295
Promotional Gifts	63,370
Fees for Online Services	55,034
Educational Sponsorship	54,400
Fees & Services	52,779
PHA Table Purchases	23,430
Printing Production	21,867
Trade Trips	16,895
Software License Fees	9,889
Postage	9,377
Business Meals & Entertainment	8,757
Travel	6,488
Training Registration	6,435
PHA Receptions/Special Events	6,140
Materials	5,754
Seminar/Conference Registration	3,312
Fuel	2,620
Equipment Purchases Expensed	2,178
Computer Equipment Purchases	858
Employee SpecialEvents	(14)
2019-PHA Rodeo	(30,258)
<b>Grand Total</b>	<b><u><u>\$ 3,575,827</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.*