

Port of Houston Authority
P&D Fund Expenditures *
January 2018

| Department | Description | January | YTD Total |
|---|--------------------------------|-----------------|-----------------|
| Commissioner Travel | | | |
| Janiece Longoria | Asia Trip (cancelled) | \$ (13,022) | \$ (13,022) |
| Commissioner Travel Total | | <u>(13,022)</u> | <u>(13,022)</u> |
| Community Relations and Events | | | |
| | Fees & Services | 26 | 26 |
| Community Relations and Events Total | | <u>26</u> | <u>26</u> |
| Education Outreach | | | |
| | Art & Production | 5,000 | 5,000 |
| | Educational Sponsorship | 850 | 850 |
| Education Outreach Total | | <u>5,850</u> | <u>5,850</u> |
| Executive | | | |
| | Business Meals & Entertainment | 259 | 259 |
| | Consulting Fees | 14,000 | 14,000 |
| | Travel | 4 | 4 |
| Executive Total | | <u>14,263</u> | <u>14,263</u> |
| Foreign Trade Zone | | | |
| | Business Meals & Entertainment | 145 | 145 |
| | Economic Development Support | 20,000 | 20,000 |
| | Travel | 494 | 494 |
| Foreign Trade Zone Total | | <u>20,639</u> | <u>20,639</u> |
| Government Relations | | | |
| | Business Meals & Entertainment | 1,717 | 1,717 |
| | Consulting Fees | 8,333 | 8,333 |
| | PHA Receptions/Special Events | 325 | 325 |
| | PHA Table Purchases | 1,500 | 1,500 |
| | Travel | 642 | 642 |
| Government Relations Total | | <u>12,517</u> | <u>12,517</u> |
| Marketing and External Communication | | | |
| | Advertising Media | 14,461 | 14,461 |
| | Business Meals & Entertainment | 85 | 85 |
| | Fees & Services | 26,042 | 26,042 |
| | Fees for Online Services | 18,826 | 18,826 |
| | Materials | 57 | 57 |
| | PHA Receptions/Special Events | 57,526 | 57,526 |
| | PHA Sponsored Event | 36,040 | 36,040 |
| | Printing Production | 6,287 | 6,287 |
| | Promotional Gifts | 3,217 | 3,217 |
| | Travel | 58 | 58 |
| Marketing and External Communication Total | | <u>162,598</u> | <u>162,598</u> |
| Media Relations | | | |
| | Subscriptions & Publications | 3,100 | 3,100 |
| Media Relations Total | | <u>3,100</u> | <u>3,100</u> |

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|--------------------------------|---------------------------------|-------------------|-------------------|
| MV Sam Houston | Fees & Services | 857 | 857 |
| | Fuel | 2,075 | 2,075 |
| | Materials | 243 | 243 |
| | Personnel Costs | 58,799 | 58,799 |
| | Software License Fees | 9,889 | 9,889 |
| MV Sam Houston Total | | 71,863 | 71,863 |
| Small Business | PHA Receptions/Special Events | 258 | 258 |
| | Printing Production | 3,752 | 3,752 |
| | Promotional Gifts | 2,410 | 2,410 |
| Small Business Total | | 6,420 | 6,420 |
| Trade Development | Business Meals & Entertainment | 2,357 | 2,357 |
| | Consulting Fees | 18,664 | 18,664 |
| | Dues & Memberships | 2,416 | 2,416 |
| | Fees & Services | 689 | 689 |
| | Seminar/Conference Registration | 2,510 | 2,510 |
| | Telephone | 54 | 54 |
| | Travel | 7,753 | 7,753 |
| Trade Development Total | | 34,442 | 34,442 |
| Grand Total | | \$ 318,696 | \$ 318,696 |

* 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.

** Credit received for the Chairman's trip last year in which she did not attend

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January 2018 YTD**

| <u>Description</u> | <u>Total</u> |
|---------------------------------|---------------------------------|
| Personnel Costs | \$ 58,799 |
| PHA Receptions/Special Events | 58,109 |
| Consulting Fees | 40,997 |
| PHA Sponsored Event | 36,040 |
| Fees & Services | 27,613 |
| Economic Development Support | 20,000 |
| Fees for Online Services | 18,826 |
| Advertising Media | 14,461 |
| Printing Production | 10,039 |
| Software License Fees | 9,889 |
| Travel | 8,951 |
| Promotional Gifts | 5,627 |
| Art & Production | 5,000 |
| Business Meals & Entertainment | 4,564 |
| Subscriptions & Publications | 3,100 |
| Seminar/Conference Registration | 2,510 |
| Dues & Memberships | 2,416 |
| Fuel | 2,075 |
| PHA Table Purchases | 1,500 |
| Educational Sponsorship | 850 |
| Materials | 300 |
| Telephone | 54 |
| Commissioner Travel | (13,022) |
| Grand Total | <u><u>\$ 318,696</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
January 2018 YTD

| <u>Month Paid</u> | <u>Tour Date</u> | <u>Organization</u> | <u>2087 YTD</u> |
|-------------------|------------------|---------------------|-----------------|
| | | Total | \$ - |

* **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.*