

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

Department	Description	February	YTD Total
Commissioner Travel			
Janiece Longoria	Asia Trip (cancelled)	\$ -	\$ (13,022)
Commissioner Travel Total		-	(13,022)
Community Relations and Events			
	Dues & Memberships	2,850	2,850
	Economic Development Supp	31,500	31,500
	Fees & Services	-	26
	PHA Sponsored Event	12,250	12,250
	PHA Table Purchases	11,624	11,624
Community Relations and Events Total		58,224	58,250
Education Outreach			
	Art & Production	-	5,000
	Educational Sponsorship	-	850
Education Outreach Total		-	5,850
Executive			
	Business Meals & Entertainment	-	259
	Consulting Fees	-	14,000
	Travel	-	4
	Seminar/Conf. Registration	795	795
Executive Total		795	15,058
Foreign Trade Zone			
	Business Meals & Entertainment	1,892	2,037
	Economic Development Supp	10,000	10,000
	Economic Development Support	-	20,000
	Travel	1,526	2,019
Foreign Trade Zone Total		13,417	34,057
Government Relations			
	Business Meals & Entertainment	-	1,717
	Consulting Fees	8,333	16,666
	Dues & Memberships	72,500	72,500
	Fees & Services	135	135
	PHA Receptions/Special Events	-	325
	PHA Table Purchases	-	1,500
	Travel	581	1,223
Government Relations Total		81,549	94,066
Marketing and External Communication			
	Advertising Media	14,455	28,916
	Art & Production	10,000	10,000
	Business Meals & Entertainment	85	170
	Dues & Memberships	295	295
	Fees & Services	19,621	45,663
	Fees for Online Services	15,174	34,000
	Materials	-	57
	PHA Receptions/Special Events	19,930	77,456
	PHA Sponsored Event	84,690	120,730
	Printing Production	5,966	12,253
	Promotional Gifts	-	3,217
	Travel	28	86
Marketing and External Communication Total		170,245	332,844

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Department	Description	February	YTD Total
Media Relations	Dues & Memberships	95	95
	Subscriptions & Publications	-	3,100
Media Relations Total		95	3,195
MV Sam Houston	Fees & Services	503	1,360
	Fuel	1,890	3,965
	Materials	264	508
	Personnel Costs	48,732	107,531
	Software License Fees	-	9,889
	Tour Boat Special Events	3,232	3,232
MV Sam Houston Total		54,621	126,484
Small Business	PHA Receptions/Special Events	23,541	23,799
	Printing Production	-	3,752
	Promotional Gifts	-	2,410
Small Business Total		23,541	29,961
Trade Development	Business Meals & Entertainment	3,028	5,386
	Consulting Fees	18,562	37,226
	Dues & Memberships	250	2,666
	Fees & Services	-	689
	PHA Receptions/Special Events	30,248	30,248
	Seminar/Conference Registration	-	2,510
	Telephone	-	54
	Travel	4,696	12,449
Trade Development Total		56,785	91,227
Grand Total		\$ 459,273	\$ 777,969

* 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 *
February 2018 YTD**

<u>Description</u>	<u>Total</u>
PHA Sponsored Event	\$ 132,980
PHA Receptions/Special Events	131,828
Personnel Costs	107,531
Dues & Memberships	78,406
Consulting Fees	67,892
Fees & Services	47,873
Economic Development Supp	41,500
Fees for Online Services	34,000
Advertising Media	28,916
Economic Development Support	20,000
Printing Production	16,005
Travel	15,781
Art & Production	15,000
PHA Table Purchases	13,124
Software License Fees	9,889
Business Meals & Entertainment	9,569
Promotional Gifts	5,627
Fuel	3,965
Tour Boat Special Events	3,232
Subscriptions & Publications	3,100
Seminar/Conference Registration	2,510
Educational Sponsorship	850
Seminar/Conf. Registration	795
Materials	565
Telephone	54
Commissioner Travel	(13,022)
Grand Total	<u><u>\$ 777,969</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
February 2018 YTD

<u>Month Paid</u>	<u>Tour Date</u>	<u>Organization</u>	<u>2018 YTD</u>
Feb	02/07/2018	Austin High School Maritime Studies	604
Feb	02/08/2018	Austin High School Maritime Studies	665
Feb	02/09/2018	Austin High School Maritime Studies	501
Feb	02/14/2018	DM Premier Services	605
Feb	02/21/2018	Jack Yates Maritime Academy	277
-	02/27/2018	Galena Park Maritime High School	
-	02/28/2018	NJROTC - North Forest High School	
Total			\$ 3,232

** 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.*