

6005	Salaries	Annual employee compensation (straight time only).
6006	Overtime	Annual employee compensation for additional labor hours as required servicing customers and/or providing clerical, fiscal and reporting services.
6451	Payroll Taxes	Statutory Taxes on employee earnings for Medicare Portion of FICA and Texas Employment Commission.
6452	ICMA Contribution	Employer's contribution to employee retirement in lieu of Social Security.
6605	Health Insurance	Medical and dental insurance coverage for employees.
6705	Life/Disability Insurance	Term life and disability insurance coverage for employees in place of FICA.
6900	Contract Labor	Temporary labor hired through employment agencies to work on special projects or aid staff in meeting deadlines.
6910	Contract Police	Part-time certified police officers for traffic control on Harborside Drive and in front of Cruise Terminal and exterior Cruise Terminal security on cruise days.
6920	Contract Security	Part-time contract security officers to collect parking lot fees and provide Cruise Terminal perimeter security on cruise days.
6930	Security & Fire Alarm System Inspections & Repairs	Annual maintenance contract for security alarm systems. Includes fire system certifications, inspections, and repairs.
7000	Building Repairs/Grounds	Port-wide grounds keeping services, building repairs and maintenance at all port-owned facilities.

7001	Janitorial Supplies	Costs associated with janitorial needs at various piers where the Port maintains restroom facilities.
7004	Landscaping	Port-wide landscaping services including grass cutting along state highway, parking lots and Pier 19.
7005	Dock Repair	Repairs to docks and wharves.
7010	Electrical Repair	Port-wide repairs at Cruise Terminal, Pier 19, and all docks and wharves.
7015	Equipment Rental	Rental of equipment required for special projects on an as-needed basis.
7020	Equipment Repair	Repairs to vehicle fleet including dump truck, pick-up trucks, cranes, man lift, backhoe and forklifts including tires for Port-owned vehicles.
7021	Safety Equipment Maintenance	Repairs and maintenance expenses related to safety equipment.
7025	Gas & Oil	Gas and oil for port-owned vehicles, dump truck, pick-up trucks and parking lot buses. Diesel fuel for other Port-owned equipment including cranes, man lifts, backhoes, forklifts and rental equipment.
7030	Miscellaneous	Provisions for unforeseen repairs/expenses not provided for in the fiscal year maintenance budget.
7040	Road Repairs	Expenses for sand, limestone, asphalt, concrete and gravel.
7041	CT Building Repairs	Supplies and materials for Cruise Terminal preventative maintenance and minor repairs.
7042	CT Roof Repairs	Labor and materials for Cruise Terminal roof repairs.

7050	Shop Maintenance Supplies	Equipment, tools, supplies for maintenance shop, welding shop, etc. and related expenses.
7060	Trash Removal	Trash removal at port-owned facilities, as needed, for maintenance purposes and portable toilet rentals.
7064	Uniform Expense	Annual cost of uniforms maintenance and security workers.
7068	Pest & Weed Supply	Supplies, weed killers purchased to keep the Port's property free from unsightly weeds and pests.
7070	Water System	Costs for water meters, fire hydrants, water main and sprinkler repairs, piping and ship service hoses, port-wide.
7137	Equipment Maintenance	Maintenance to vehicle fleet including dump truck, pick-up trucks, cranes, man lift, backhoe and forklifts including tires for Port-owned vehicles.
7242	Dredging Expense	Maintenance dredging of Port facilities.
7243	Levees.	Costs associated with required levee system maintenance of Pelican Island and San Jacinto disposal areas.
7278	Escalator & Elevator Service	Annual maintenance/service contracts for elevators and escalators. Includes emergency repairs, safety upgrades and annual elevator and inspections and certification fees.
7321	Boat Repair	Costs associated with the maintenance of Port-owned boat to inspect wharf structures and perform soundings.
7330	CCTV Maintenance and Repair	Routine maintenance and repair of CCTV cameras and related systems

7335	Radio Repairs	Maintenance for radios including annual airtime, maintenance programming fees and general maintenance and repairs.
8020	Construction Activities	Labor and materials for miscellaneous activities related to construction expense including soundings and dock surveys.
8021	Facility Security Expense	Signs needed for Facility Security Plan requirements, security handouts to tenants and users, TWIC ID cards for all port personnel and Board Members and sponsorship of regional security related meetings, seminars, and training.
8023	Supplies	Supplies and materials for operations.
8026	Equipment Rental/Sales & Marketing	Rental of equipment to use in enhancing sales presentations.
8070	Vehicle Expense	Expenses for maintenance and repairs to operate the Port van and pool cars used for operation purposes.
8075	Shuttle Services	Cruise day shuttle bus services between Harborside Drive parking lots and Cruise Terminals as per contract with Island Transit & private vendors, as appropriate.
8076	Janitorial Services	Contract janitorial services in Cruise Terminals.
8077	Carpet Cleaning	Periodic carpet cleaning in Cruise Terminals by contract to provide for continued cleaning of carpet and assurance of carpet life.
8103	Electricity	Electrical expense for operation.
8105	Natural Gas	Port-wide natural gas services incurred during normal day-to-day operations.

8108	Waste Disposal	Port-wide waste disposal costs including sewer, trash and portable toilets during normal day-to-day operations, except cruise terminals.
8109	Water	Port-wide water costs during normal day-to-day operations.
8111	Website Charges -- Prepaid Parking	Expense to keep parts of Website dedicated to Prepaid Parking revised and up to date.
8112	Communications/Telephone	Expense of the Port wide telephone system which includes line charges, equipment rental charges and incidental charges that constitute monthly service and long distance service. Includes internet connections and service.
8114	Cell Phone/Mobile Communications Expense	Expense to return customer and vendor calls at anytime, provide communications between staff members that are off premises and for 24 hour communication required by positions.
8121	Fire & Security Monitoring	Costs for monitoring fire systems port-wide including docks/wharves, except cruise terminals.
8160	Refuse Disposal & Toilets	Trash receptacle and pick-up for cruise ship terminal. Includes portable toilet charges for parking lots.
8255	Workers Comp. Ins.	Workers Comp. Ins. Premiums on department wages.
8401	Photography	Costs to acquire up-to-date photography of port facilities and activities including costs for airplane to secure aerials, photographer costs, and reproduction costs for proof sheets, photos and slides.
8403	Brochures	Costs to produce and print brochures, inserts, flyers and pocket folders.

8405	Calendars	Costs for pocket calendar, inserts and special envelopes.
8410	Promotional Items	Costs for promotional items, Christmas gifts for customers, special gifts for specific occasions, and promotional items for trade shows such as Seatrade Cruise Convention and the Breakbulk Transport.
8411	Special Community Relations Projects	Costs for local educational advertisements and other community relations related projects.
8415	Advertising	Advertising for bids, personnel vacancies and business development.
8416	Employee Relations	Long term service awards and group meetings of employees to introduce new policies and other functions that may be necessary.
8420	Sponsorships, Exhibit Fees & Special Functions	Sponsorships, Exhibit Fees and Special Functions such as a welcoming party for a new customer.
8421	Shipping, Exhibits, Materials and Related Fees (Custom Brokers, etc.)	Cost of shipping and setting up exhibits at trade shows.
8422	Directory of Importers & Exporters	Industry reports on commodity and bulk shipments.
8427	Website	Costs to maintain and update the Port of Galveston website.
8440	Magazine	Development and printing of a newsletter to be mailed to present and potential customers; local, state and national officials; and the community
8550	Professional Services - Audit	Fees for performing the Port's annual independent audit, single source audits required by Federal Grants and any additional audit procedures needed.

8560	Professional Services - Legal	Includes annual retainer, fees for drafting leases and agreements, defending actions and collections.
8590	Professional Services - Other	Insurance, Information Services, Actuarial, Computer Network and all other Consulting and Administrative Services that are not specifically classified to other expense categories.
8595	Office Rent	Monthly charge from Shearn Moody Plaza rent based on a pro-rata of per square foot operating expenses.
8597	Property Rental	Lease of various properties.
8601	Office Supplies	Clerical supplies for the daily operation of the general offices.
8602	Other General Expense	Items that are not classified to a particular expense category are charged here.
8603	Construction Office Expenses	Miscellaneous expenses to support construction management.
8604	Postage	Postage expenses including USPS, UPS, FEDEX and other similar parcel delivery services.
8605	FTZ Operators Bond	Fidelity Bond Covering FTZ operations.
8606	Copier and Supplies	Lease-purchase payments for copiers and related supplies.
8610	Credit Card Commissions	Credit card processing fees.
8612	Credit Card Equip. Rental / Fees	Charges for equipment used to process credit card transactions
8613	Commissions – Prepaid Parking	Prepaid Parking reservation commissions.
8615	Coupons Used	Coupons used for discount parking at Cruise Terminal lots.

8620	Software Updates and Related Support Services.	Install upgrade versions of Dynamics software, report writing, continued assistance to staff on system, installation and training on Advanced PO and Project Accounting software and ongoing monthly support of Dynamics system and other software.
8621	Software License Fees	Annual license fees.
8630	Conference Registration and Other Related Fees	Registration fees for Board members and staff to attend Conferences pertaining to Port related business and subjects.
8632	Employee Training	Professional development training and seminars related to job duties and functions.
8641	Memberships, Dues, & Other Fees	Memberships and/or dues in industry related organizations.
8650	Federal Expansion Application	Expense to expand boundaries of existing FTZ.
8651	Publications	Books, trade journals and reference manuals related to the Port industry.
8660	Travel and Other Incidental Expense	Airfare, auto, hotel/motel, meals and incidental expenses related to sales calls and industry related conferences and seminars. Also expenses related to business discussion meetings with Port customers and clients.
8677	Board Meetings and Gov't Relations	Provision for expenses related to meeting with other governing boards or extended Port Board Meetings.
8700	Bad Debts	Provision for the write off of uncollectible customer accounts. Includes current charges to accounts that are considered non-performing to offset the effect of recording these current charges as revenues as instructed by the Port's outside auditors.