

**Portland Housing Bureau
Expense Tracking Report - Travel/Training & Director's Office
For the Period From JUL 2014 to JUL 2014**

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000001	Gen Fund Bus Ops Admin	521 - Professional Services	\$0.00		\$0.00
		522 - Utilities	\$235.61		\$235.61
		529 - Miscellaneous Services	(\$175.24)		(\$175.24)
		534 - Minor Equipment & Tools	\$168.75		\$168.75
		542 - Travel Expenses	\$777.50		\$777.50
		544 - Space Rental	(\$5,447.17)		(\$5,447.17)
		548 - Operating Leases	\$76,883.28		\$76,883.28
		549 - Miscellaneous	(\$1,411.62)		(\$1,411.62)
		Internal Order Total	\$71,031.11		\$71,031.11

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000151	Travel/Training Business Operator	542 - Travel Expenses	\$828.50		\$828.50
		Internal Order Total	\$828.50		\$828.50

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000153	Travel/Training Hsg Access & Stab	541 - Continuing Education	\$150.00		\$150.00
		542 - Travel Expenses	\$1,205.50		\$1,205.50
		Internal Order Total	\$1,355.50		\$1,355.50

		Grand Total	\$73,215.11		\$73,215.11
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