

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

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0001041	AFSCME LOCAL 189 EMP TRAIN	541 - Continuing Education	\$50.00		\$50.00
		Internal Order Total	\$50.00		\$50.00

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0001043	Director's Office - Sponsorships 14	529 - Miscellaneous Services	\$3,275.90		\$3,275.90
		Internal Order Total	\$3,275.90		\$3,275.90

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000001	Gen Fund Bus Ops Admin	521 - Professional Services	\$0.00		\$0.00
		522 - Utilities	\$697.39		\$697.39
		524 - Repair & Maintenance Serv	\$508.70		\$508.70
		529 - Miscellaneous Services	\$6,632.16		\$6,632.16
		531 - Office Supplies	\$3,123.88		\$3,123.88
		532 - Operating Supplies	\$455.19		\$455.19
		534 - Minor Equipment & Tools	\$328.74		\$328.74
		539 - Commodities	\$2,424.00		\$2,424.00
		541 - Continuing Education	\$13,589.85		\$13,589.85
		542 - Travel Expenses	\$4,107.19		\$4,107.19
		544 - Space Rental	(\$21,788.68)		(\$21,788.68)
		548 - Operating Leases	\$193,742.53		\$193,742.53
		549 - Miscellaneous	(\$5,798.86)		(\$5,798.86)
		Internal Order Total	\$198,022.09		\$198,022.09

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000010	Gen Fund Dir Office Dir Admin	529 - Miscellaneous Services	\$310.00		\$310.00
		541 - Continuing Education	(\$359.80)		(\$359.80)
		Internal Order Total	(\$49.80)		(\$49.80)

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000151	Travel/Training Business Operator	541 - Continuing Education	\$50.00		\$50.00

Includes all external M&S expenses charged against cost objects displayed

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9HCMG0000151	Travel/Training Business Operatio	542 - Travel Expenses	\$1,357.85		\$1,357.85
		Internal Order Total	\$1,407.85		\$1,407.85

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000150	Travel/Training Director's Office	541 - Continuing Education	\$1,794.60		\$1,794.60
		542 - Travel Expenses	\$596.49		\$596.49
		Internal Order Total	\$2,391.09		\$2,391.09

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000153	Travel/Training Hsg Access & Stab	541 - Continuing Education	\$150.00		\$150.00
		542 - Travel Expenses	\$1,990.75		\$1,990.75
		Internal Order Total	\$2,140.75		\$2,140.75

Internal Order	Description	Expense Type	Expenses	Encumbered	Total
9HCMG0000154	Travel/Training Hsg Investment &	541 - Continuing Education	\$302.44		\$302.44
		Internal Order Total	\$302.44		\$302.44

		Grand Total	\$207,540.32		\$207,540.32
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