



**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-05-0511-10-321 POLICY DEVELOPMENT	\$15,200	NLC CONFERENCE ( 4 @ \$1,100 - DECEMBER AND REGISTRATION 4 @ \$500) \$6,400 NLC CONGRESSIONAL CONFERENCE (2 @ \$1,400 - MARCH AND REGISTRATION 2 @ \$750) \$4,300 LOC CONFERENCE (\$2,500 & REGISTRATION 5 @ \$200) \$3,500 MISC TRAINING \$1,000 IF SOME COUNCILORS CHOOSE NOT TO ATTEND NLC OR LOC MEETINGS, THESE FUNDS MAY BE USED FOR OTHER RELEVANT TRAINING FY 17-18 REDUCTION REFLECTS MOVING THE TRAVEL FOR 6 STUDENTS ATTENDING NLC TO THE MAYOR'S PROGRAM 0521.	\$15,200	NLC CONFERENCE ( 4 @ \$1,100 - DECEMBER AND REGISTRATION 4 @ \$500) \$6,400 NLC CONGRESSIONAL CONFERENCE (2 @ \$1,400 - MARCH AND REGISTRATION 2 @ \$750) \$4,300 LOC CONFERENCE (\$2,500 & REGISTRATION 5 @ \$200) \$3,500 MISC TRAINING \$1,000 IF SOME COUNCILORS CHOOSE NOT TO ATTEND NLC OR LOC MEETINGS, THESE FUNDS MAY BE USED FOR OTHER RELEVANT TRAINING FY 17-18 REDUCTION REFLECTS MOVING THE TRAVEL FOR 6 STUDENTS ATTENDING NLC TO THE MAYOR'S PROGRAM 0521.
001-10-0450-10-321 BUILDING MAINTENANCE SERVICES	\$0	FY 2018-19 - NO APPROPRIATION REQUESTED	\$0	NO APPROPRIATION REQUESTED
001-10-0521-10-321 MAYOR'S ADMINISTRATION	\$24,700	TRAVEL: NLC CONFERENCES – CONGRESS OF CITIES AND CONGRESSIONAL CITY CONFERENCE \$5,500 NLC BOARD OF DIRECTORS MEETINGS; NLC LEADERSHIP MEETINGS \$1,800 LEAGUE OF OREGON CITIES BOARD MEETING AND ANNUAL CONFERENCE \$800 OREGON MAYOR'S ASSOCIATION MEETING \$800 CONGRESSIONAL DELEGATION VISITS \$800 US CONFERENCE OF MAYOR'S WINTER, SUMMER AND LEADERSHIP MEETINGS \$6,900 CEO FOR CITIES MEETING \$1,800 BEST PRACTICES CONFERENCES \$1,800 METRO JPACT/TRIMET ADVOCACY TRIP TO WASHINGTON DC \$1,500 GOVERNOR'S ECONOMIC TRADE MISSION \$3,000	\$24,700	TRAVEL: NLC CONFERENCES – CONGRESS OF CITIES AND CONGRESSIONAL CITY CONFERENCE \$5,500 NLC BOARD OF DIRECTORS MEETINGS; NLC LEADERSHIP MEETINGS \$1,800 LEAGUE OF OREGON CITIES BOARD MEETING AND ANNUAL CONFERENCE \$800 OREGON MAYOR'S ASSOCIATION MEETING \$800 CONGRESSIONAL DELEGATION VISITS \$800 US CONFERENCE OF MAYOR'S WINTER, SUMMER AND LEADERSHIP MEETINGS \$6,900 CEO FOR CITIES MEETING \$1,800 BEST PRACTICES CONFERENCES \$1,800 METRO JPACT/TRIMET ADVOCACY TRIP TO WASHINGTON DC \$1,500 GOVERNOR'S ECONOMIC TRADE MISSION \$3,000
001-10-0522-10-321 MAYORS OFFICE PROGRAMS ADMIN	\$12,450	SEMINARS, CONFERENCES, LOC, CEO FOR CITIES OR NLC \$7,950 DEPARTMENT HEAD RETREAT \$4,500	\$13,450	SEMINARS, CONFERENCES, LOC, CEO FOR CITIES OR NLC \$7,950 DEPARTMENT HEAD RETREAT \$5,500

32

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-10-0523-10-321 MUNICIPAL CODE SERVICES	\$0		\$0	
001-10-0526-10-321 CULTURAL INCLUSION	\$5,175	WELCOMING AMERICA ANNUAL CONFERENCE EXPENSES \$800 GOVERNING FOR RACIAL EQUITY CONF \$975 REGIONAL EQUITY-RELATED TRAININGS \$400 EQUITY SEMINAR SERIES WITH SCHOOL AND PARK DISTRICTS \$3,000	\$6,675	WELCOMING AMERICA ANNUAL CONFERENCE EXPENSES \$800 GOVERNING FOR RACIAL EQUITY CONFERENCE \$975 REGIONAL EQUITY-RELATED TRAININGS \$400 EQUITY SEMINAR SERIES WITH SCHOOL AND PARK DISTRICTS \$3,000 INTERNAL EQUITY TEAM TRAINING EXPENSES (MOVED FROM LINE 461) \$1,500
001-10-0527-10-321 EVENTS	\$3,600	OREGON FESTIVALS & EVENTS ASSOC CONF (3 STAFF) \$600 PROJECT MANAGEMENT TRAINING (2 @ \$1,500) \$3,000	\$5,855	XLIVE EVENT COORDINATORS CONFERENCE FOR PROFESSIONAL DEVELOPMENT AND VENDOR CONTACTS FOR EVENTS STAFF \$5,500 PROJECT MANAGEMENT TRAINING FOR EVENT COORDINATOR \$355
001-10-0528-10-321 ARTS PROGRAM	\$0		\$0	
001-10-0529-10-321 COMMUNITY SERVICES	\$250	COMMUNITY SERVICE WORKSHOPS AND TRAININGS \$250	\$1,900	COMMUNITY SERVICES PROFESSIONAL DEVELOPMENT WORKSHOPS AND TRAININGS \$400 HOSTING GRANTEE CAPACITY BUILDING TRAININGS (MOVED FROM LINE 461) \$1,500
001-10-0531-10-321 CITY RECORDER & ELECTION ADMIN	\$2,000	OREGON ASSOCIATION OF MUNICIPAL RECORDERS REGIONAL CONFERENCE (1); INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS CONFERENCE (1)	\$2,000	OREGON ASSOCIATION OF MUNICIPAL RECORDERS REGIONAL CONFERENCE INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS CONFERENCE \$2,000
001-10-0537-10-321 PUBLIC INFO MARKETING & COMMUNICATIONS	\$5,500	MARKETING MANAGER TO ATTEND AMA NONPROFIT CONFERENCE IN D.C. \$2,800 RAGAN PR, COMMUNICATIONS, SOCIAL MEDIA TRAINING ACCESS PASS \$1,200 WEBINARS, TEAM AND LOCAL TRAINING \$1,500	\$6,200	3CMA ANNUAL CONFERENCE FOR 1 STAFF \$3,500 RAGAN PR, COMMUNICATIONS, SOCIAL MEDIA TRAINING ACCESS PASS \$1,200 WEBINARS, TEAM AND LOCAL TRAINING \$1,500

33

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-10-0635-10-321 EMERGENCY MGT-CIVIL PREP	\$9,500	(2) PEOPLE ATTEND NATIONAL LEVEL EM CONFERENCE \$4,300 (3) PEOPLE ATTEND STATE LEVEL EM CONFERENCE \$1,750 WEB EOC CONFERENCE FOR EM OFFICER \$2,700 WEB EOC TRAINING \$750	\$9,500	NATIONAL LEVEL EM CONFERENCE FOR 2 STAFF \$4,300 STATE LEVEL EM CONFERENCE FOR 3 STAFF \$1,750 WEB EOC CONFERENCE FOR EM OFFICER \$2,700 WEB EOC TRAINING \$750
001-10-0655-10-321 CENTER FOR MEDIATION & DIALOGUE	\$5,400	PROFESSIONAL DEVELOPMENT TRAINING FOR THREE STAFF. \$3,000 OMA TRAINING EVENT REGISTRATION FOR STAFF & VOLUNTEERS \$1,500 TRAVEL & LODGING INSTATE MEETINGS FOR THE OREGON ASSOCIATION OF COMMUNITY DISPUTE RESOLUTION CENTERS (OACDRC) AND RESTORATIVE JUSTICE COALITION OF OREGON (RJCO)	\$9,000	PROFESSIONAL DEVELOPMENT TRAINING FOR 3 STAFF \$3,000 NATIONAL CONFERENCE FOR 1 STAFF \$2,000 OMA TRAINING EVENT REGISTRATION FOR STAFF & VOLUNTEERS \$1,500 TRAVEL & LODGING INSTATE MEETINGS FOR THE OREGON ASSOCIATION OF COMMUNITY DISPUTE RESOLUTION CENTERS (OACDRC) AND RESTORATIVE JUSTICE COALITION OF OREGON (RJCO) \$1,000 NWJF TRAINING EVENT FOR STAFF & VOLUNTEERS \$1,500
001-10-0656-10-321 SUSTAINABILITY	\$4,900	URBAN SUSTAINABILITY DIRECTORS NETWORK (USDN) ANNUAL MEETING \$1,250 CLIMATE LEADERSHIP CONFERENCE (2 STAFF) \$2,200 OTHER SMART CITY/SUSTAINABILITY CONFERENCE OR TRAINING \$1,450	\$5,950	URBAN SUSTAINABILITY DIRECTORS NETWORK (USDN) ANNUAL MEETING \$1,950 CLIMATE LEADERSHIP CONFERENCE (2 STAFF) \$1,500 OTHER SMART CITY, ECODISTRICT CONFERENCE \$1,200 BETTER BUILDINGS CHALLENGE CONFERENCE \$1,300
001-10-0657-10-321 RECYCLING	\$4,375	REGISTRATION AND TRAVEL FOR ASSOCIATION OF OREGON RECYCLERS ANNUAL CONFERENCE (5 STAFF) \$3,125 OTHER CONFERENCES (EPA, NRC, SWANA) AND TRAINING \$1,250	\$5,500	REGISTRATION AND TRAVEL FOR ASSOCIATION OF OREGON RECYCLERS ANNUAL CONFERENCE (5 STAFF) \$3,500 OTHER CONFERENCES (EPA, NRC, SWANA) AND TRAINING \$1,500
001-10-0659-10-321 NEIGHBORHOOD & PUBLIC INVOLVEMENT PROG.	\$7,200	PUBLIC PARTICIPATION CONFERENCES (IAP2) \$1,420 STAFF TRAINING \$530 LEADERSHIP BEAVERTON \$750 PROJECT MANAGEMENT TRAINING (3 @ \$1,500) \$4,500	\$7,200	PUBLIC PARTICIPATION CONFERENCE (IAP2) FOR 2 STAFF \$4,000 STAFF TRAINING \$1,200 NEIGHBORHOODS USA CONFERENCE FOR 1 STAFF \$2,000

34

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-15-0534-10-321 HR MGMT & EMPLOYEE SERVICES	\$8,714	LOCAL GOVERNMENT PERSONNEL INSTITUTE CONFERENCE (2 EMPLOYEES) \$540 CITY COUNTY INSURANCE SERVICES CONFERENCE \$175 LOCAL TRAINING CONFERENCES \$950 NEOGOV ANNUAL USER CONFERENCE \$1,750 BUREAU OF LABOR & INDUSTRIES ANNUAL CONFERENCE (3 EMPLOYEES) \$1,000 ASSOCIATION FOR TALENT DEVELOPMENT CONFERENCE \$299 PAYROLL SYSTEM USER CONFERENCE \$2,000 ADA COORDINATORS CONFERENCE \$2,000	\$20,837	LOCAL GOVERNMENT PERSONNEL INSTITUTE CONFERENCE (2 EMPLOYEES) \$315 CITY COUNTY INSURANCE SERVICES CONFERENCE \$350 LOCAL TRAINING CONFERENCES \$1,000 NEOGOV ANNUAL USER CONFERENCE (3-4 ATTENDEES) \$5,250 BUREAU OF LABOR & INDUSTRIES ANNUAL CONFERENCE \$1,000 ASSOCIATION FOR TALENT DEVELOPMENT CONFERENCE \$289 AMERICAN DISABILTIY ACT COORDINATORS CONFERENCE \$1,533 SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM) ANNUAL CONFERENCE (2-3) \$2,500 SHRM HUMAN RESOURCES CERTIFICATION INSTIUTE CERTIFICATIONS \$5,200 CLASSIFICATION COMPENSATION CONFERENCES \$1,000 OREGON CHAPTER NATIONAL PUBLIC EMPLOYER LABOR RELATIONS CONFERENCE \$300 NATIONAL PUBLIC EMPLOYER LABOR RELATIONS CONFERENCE \$2,100
001-20-0541-10-321 FINANCE ADMINISTRATION	\$0	NO APPROPRIATION REQUESTED	\$0	NO APPROPRIATION REQUESTED
001-20-0542-10-321 PURCHASING	\$1,800	OREGON PUBLIC PURCHASING ASSOCIATION (OPPA) SPRING 2016 CONF, LODGING & REGISTRATION \$450 OPPA FALL CONFERENCE, LODGING & REGISTRATION \$450 OPPA/COLUMBIA CHAPTER JOINT WORKSHOP \$100 MWESB PROGRAM - INCLUDES TRAINING EVENTS WITH SMALL BUSINESSES: OREGON ASSOC. OF MINORITY ENTREPRENEURS (OAME) TRADE SHOW (\$85 X 2) \$170 GOVERNORS MARKET PLACE TRADE SHOW \$250 BUSINESS DIVERSITY INSTITUE MEETINGS (3 @ \$10 EACH), \$30 IN-HOUSE EVENTS AS PLANNED \$350	\$2,270	OREGON PUBLIC PURCHASING ASSOCIATION (OPPA) SPRING 2020 CONF, LODGING & REGISTRATION \$450 OPPA FALL CONFERENCE, LODGING & REGISTRATION \$470 OPPA/COLUMBIA CHAPTER JOINT WORKSHOP \$100 MWESB PROGRAM - INCLUDES TRAINING EVENTS WITH SMALL BUSINESSES: \$800 OREGON ASSOC. OF MINORITY ENTREPRENEURS (OAME) TRADE SHOW (\$85 X 2) \$170 GOVERNORS MARKET PLACE TRADE SHOW \$250 BUSINESS DIVERSITY INSTITUE MEETINGS (3 @ \$10 EACH), \$30
001-20-0548-10-321 FINANCE OPERATIONS	\$11,500	GFOA CONFERENCE, NW GOVERNMENT INSTITUTE, OGFOA, OSCPA, OCCMA CONFERENCES AND ANNUAL PAYROLL USER GROUP	\$12,500	GFOA CONFERENCE, NW GOVERNMENT INSTITUTE, OGFOA, OSCPA, OCCMA CONFERENCES AND ANNUAL PAYROLL USER GROUP \$12,500

35

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

2020-RECOMMENDED

TRAVEL, TRAINING & SUBSISTENCE

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-45-0571-10-321 MUNICIPAL COURT SERVICES	\$15,000	EXPENSES INCURRED FOR OUT-OF-TOWN TRIPS. COSTS INCLUDE TRANSPORTATION LODGING, AND MEALS OACA FALL AND SPRING CONFERENCES NACM CONFERENCE - COURT ADMINISTRATOR JUDGES ASSOCIATION CONFERENCE AND ODOT JUDICIAL CONFERENCE - 5 JUDGES & CT ADMIN 2018 OREGON DUII MULTI-DISCIPLINARY TRAINING CONFERENCE (JUDGES; ADMIN; SUPER; CASE MGR) JOURNAL TECHNOLOGIES CONFERENCE (CT ADMIN; CT SUPS; CT SYS SPEC) OREGON CJIS USERS WORKSHOP (CT SUPS)	\$19,350	EXPENSES INCURRED FOR OUT-OF-TOWN TRIPS. COSTS INCLUDE TRANSPORTATION \$15,000 LODGING, AND MEALS OACA FALL AND SPRING CONFERENCES NACM CONFERENCE - COURT ADMINISTRATOR, COURT OPERATIONS SUPERVISOR JUDGES ASSOCIATION CONFERENCE AND ODOT JUDICIAL CONFERENCE - 5 JUDGES & CT ADMIN JOURNAL TECHNOLOGIES CONFERENCE (CT ADMIN; CT SUPS; CT SYS SPEC) OREGON CJIS USERS WORKSHOP (CT SUPS) NATIONAL CENTER FOR STATE COURTS (NCSC) COURT TECHNOLOGY CONFERENCE SEPT 10-12 \$4,350
001-45-0573-10-321 FED DUII COURT ODOT GRANT	\$5,000	NO APPROPRIATION REQUESTED	\$0	NO APPROPRIATION REQUESTED - THIS WILL COME FROM COURT MAIN BUDGET.
001-45-0574-10-321 STATE CRIMINAL JUSTICE B-SOBR GRANT	\$5,000	2017 NADCP CONFERENCE - MARYLAND (8 PEOPLE TRAVEL, HOTEL, MEALS, FEES, MISC.)	\$0	
001-45-0575-10-321 Federal SAMHSA-SOBR Grant	\$0	2017 DUII MULTI-DISCIPLINARY CONFERENCE (8 TEAM MEMBERS) 2017 NADCP CONFERENCE (5 TEAM MEMBERS)	\$0	
001-45-0576-10-321 FED BUREAU OF JUSTICE ADMIN GRANT	\$0		\$17,865	2019 NADCP CONFERENCE EXPENSES \$17,865
001-50-0533-10-321 OFFICE SERVICES & RECORDS MGMT	\$7,920	ASSOC RECORDS MGRS (ARMA) INTERNATIONAL CONF (CALIFORNIA ) (OCT. 2017) 2 STAFF @ \$2480 EA \$4,960 ASSOC FOR INTELLIGENT INFOMATION MGMT (AIIM) INTERNATIONAL CONF (APRIL 2019) 1 STAFF \$2,200 ARMA CHAPTER MEETING 8 MTGS @ \$20 PER MTG \$160 INFORMATION GOVERNANCE PROFESSIONAL CERTIFICATION 1 STAFF \$600	\$7,260	ASSOC RECORDS MGRS (ARMA) INTL CONF (NEW ORLEANS ) (OCT. 2019) 2 STAFF @ \$2500 EA \$5,000 ASSOC FOR INTELLIGENT INFORMATION MGMT (AIIM) INTL CONF (ORLANDO) (MARCH 2020) 1 STAFF \$1,500 ARMA CHAPTER MEETING 8 MTGS @ \$20 PER MTG \$160 CERTIFIED RECORDS MANAGER CERTIFICATION (CRM) \$600 (STAFF DID NOT CERTIFY IN FY18/19, BUT WILL TAKE CERTIFICATION IN FY19/20 \$600

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**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-50-0581-10-321 GENERAL LEGAL SERVICES	\$13,000	OREGON DISTRICT ATTORNEYS ASSOC. (1 PERSON) \$1,100 OREGON DISTRICT ATTORNEYS ASSOC. VICTIM ASSISTANCE DIRECTOR DAY \$500 INTERNATIONAL MUNICIPAL LAWYERS ASSOC. (1 PERSON) - OUT OF STATE \$2,000 OREGON CITY ATTORNEYS MUNICIPAL LAW CLE (5 PERSON) \$1,440 REAL ESTATE AND LAND USE SECTION (OSB) (1 PERSON) \$400 GOVERNMENT LAW SECTION (OSB) (2 PERSON) \$900 E-PROSECUTOR CONFERENCE (2 PERSON) - OUT OF STATE \$1,500 LEAGUE OF OREGON CITIES - ATTORNEY WORKSHOP (5 PERSON) \$500 CIS ANNUAL CONFERENCE (1 PERSON) \$300 DEPT HEAD RETREAT (1 PERSON) \$500 CONTINUING LEGAL EDUCATION (CLE'S) (7 PERSONS) \$1,250 NATIONAL ASSOC. OF TELECOMMUNICATIONS OFFICERS AND ADVISORS (1 PERSON) - OUT OF STATE \$2,610	\$13,000	OREGON DISTRICT ATTORNEYS ASSOC. (1 PERSON) \$1,100 OREGON DISTRICT ATTORNEYS ASSOC. VICTIM ASSISTANCE DIRECTOR DAY \$500 INTERNATIONAL MUNICIPAL LAWYERS ASSOC. (1 PERSON) - OUT OF STATE \$2,000 OREGON CITY ATTORNEYS MUNICIPAL LAW CLE (5 PERSON) \$1,440 REAL ESTATE AND LAND USE SECTION (OSB) (1 PERSON) \$400 GOVERNMENT LAW SECTION (OSB) (2 PERSON) \$900 E-PROSECUTOR CONFERENCE (2 PERSON) - OUT OF STATE \$1,500 LEAGUE OF OREGON CITIES - ATTORNEY WORKSHOP (5 PERSON) \$500 CIS ANNUAL CONFERENCE (1 PERSON) \$300 DEPT HEAD RETREAT (1 PERSON) \$500 CONTINUING LEGAL EDUCATION (CLE'S) (7 PERSONS) \$1,250 NATIONAL ASSOC. OF TELECOMMUNICATIONS OFFICERS AND ADVISORS (1 PERSON) - OUT OF STATE \$2,610
001-60-0622-10-321 POLICE DEPT FIELD SERVICES	\$183,534	TRAVEL AND SUBSISTENCE FOR ENTIRE DEPARTMENT (181.80 FTE) PROVIDES FOR CONTINUING EDUCATION AND TRAINING AND MAINTAINS INDIVIDUAL DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING (DPSST) STATE MANDATED POLICE CERTIFICATIONS. (INCREASE IN FY 18-19 BUDGET REFLECTS ADDITIONAL REQUESTS FOR TRAVEL AND TRAINING FROM POLICE EMPLOYEES & MOVE OF 2 FTE CODE SERVICES EMPLOYEES FROM DEPT 10 PROGRAM 0523.) \$183,534	\$183,534	TRAVEL AND SUBSISTENCE FOR ENTIRE DEPARTMENT (183.80 FTE) PROVIDES FOR CONTINUING EDUCATION AND TRAINING AND MAINTAINS INDIVIDUAL DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING (DPSST) STATE MANDATED POLICE CERTIFICATIONS. \$183,534

37

**EXPENDITURE JUSTIFICATION BY OBJECT**

**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-70-0654-10-321 ECONOMIC DEVELOPMENT PROGRAM	\$16,650	REGISTRATION: INTERNATIONAL ECONOMIC DEVELOPMENT LEADERSHIP CONFERENCE (1 STAFF) \$650 REGISTRATION: OTHER CONFERENCES (EX-IM BANK, BUSINESS OREGON TRADE MISSION, GREATER PORTLAND INC BEST PRACTICES, ETC., SITE VISITS, RECRUITMENT.) \$3,000 REGISTRATION: ENVIRONMENTAL PROTECTION AGENCY BROWNFIELDS CONFERENCE (1 STAFF) \$250 REGISTRATION: BEND VENTURE CONFERENCE \$650 REGISTRATION: OREGONBIO EVENTS \$300 REGISTRATION: MAIN STREET NATIONAL CONFERENCE (1 STAFF) \$800 JP MORGAN HEALTHCARE CONFERENCE \$500 TRAVEL AND SUBSISTENCE FOR STAFF TO ATTEND THESE CONFERENCES \$8,500 PROFESSIONAL TRAINING EXPENSES \$2,000	\$14,650	REGISTRATION: INTERNATIONAL ECONOMIC DEVELOPMENT LEADERSHIP CONFERENCE (1 STAFF) \$650 REGISTRATION: OTHER CONFERENCES (EX-IM BANK, BUSINESS OREGON TRADE MISSION, GREATER PORTLAND INC BEST PRACTICES, ETC., SITE VISITS, RECRUITMENT) \$3,000 REGISTRATION: ENVIRONMENTAL PROTECTION AGENCY BROWNFIELDS CONFERENCE (1 STAFF) \$250 REGISTRATION: BEND VENTURE CONFERENCE \$650 REGISTRATION: OREGON BIO EVENTS \$300 REGISTRATION: MAIN STREET/IDA NATIONAL CONFERENCE (1 STAFF) \$800 JP MORGAN HEALTHCARE CONFERENCE \$500 TRAVEL AND SUBSISTENCE FOR STAFF TO ATTEND THESE CONFERENCES \$7,500 PROFESSIONAL TRAINING EXPENSES \$1,000
001-70-0661-10-321 DEPARTMENT ADMIN & SUPPORT	\$11,000	AMERICAN PLANNING ASSOCIATION (APA) ANNUAL CONFERENCE IN SAN FRANCISCO (1 STAFF) \$2,755 URBAN LAND INSTITUTE CONFERENCE IN BOSTON (2 STAFF) \$6,510 MISCELLANEOUS TRAINING FOR 8 ADMIN DIVISION STAFF \$1,735	\$14,100	URBAN LAND INSTITUTE FALL MEETING WASHINGTON DC (1 STAFF) \$3,000 URBAN LAND INSTITUTE SPRING MEETING TORONTO ONTARIO CA (2 STAFF) \$6,000 OREGON APA ANNUAL PLANNING MEETING (1 STAFF) \$500 LEADERSHIP BEAVERTON (1 STAFF) \$800 MISCELLANEOUS TRAINING (8 STAFF) \$2,000 SOFTWARE TRAINING (6 STAFF) \$1,800
001-70-0662-10-321 DEVELOPMENT DIVISION	\$10,000	URBAN LAND INSTITUTE CONFERENCE; LOCAL REAL ESTATE FINANCE CLASSES/SEMINARS \$5,000 HOUSING CONFERENCES \$2,500 PROPERTY MANAGEMENT SEMINAR \$500 LEADERSHIP AND MANAGEMENT CONFERENCES (ADDITIONAL TRAINING NEEDED DUE TO INCREASED AREAS OF RESPONSIBILITY, INCLUDING HOUSING AND PROPERTY MANAGEMENT) \$2,000	\$12,550	PMI CONFERENCE \$450 URBANISM NEXT CONFERENCE \$500 MISC REAL ESTATE TRAININGS AND WEBINARS \$1,100 THREE STAFF TO FALL OR SPRING NATIONAL ULI CONFERENCE \$6,500 TWO STAFF TO ULI HOUSING CONFERENCE \$4,000

38

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**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-70-0676-10-321 PLANNING DIVISION	\$18,900	NATIONAL AMERICAN PLANNING ASSOCIATION CONFERENCE IN SAN FRANCISCO, CA (2 STAFF) \$6,000 OREGON AMERICAN PLANNING ASSOCIATION CONFERENCE IN BEND, OR (6 STAFF) \$6,000 LEGAL ISSUES IN PLANNING WORKSHOP (10 STAFF) \$1,500 GRAPHIC COMMUNICATION TRAINING (5 STAFF) \$2,400 OTHER CONFERENCES AND DELEGATIONS TO VISIT NW CITIES \$2,000 MISCELLANEOUS TRAININGS AND WEBINARS \$1,000	\$18,200	NATIONAL AMERICAN PLANNING ASSOCIATION CONFERENCE IN HOUSTON, TX (2 STAFF) \$5,000 OREGON AMERICAN PLANNING ASSOCIATION CONFERENCE IN PORTLAND, OR (8 STAFF) \$3,200 LEGAL ISSUES IN PLANNING WORKSHOP (10 STAFF) \$1,500 URBAN LAND INSTITUTE NATIONAL CONFERENCE OR TRANSPORTATION RESEARCH BOARD (2 STAFF) \$5,000 REGIONAL WORKSHOPS AND REGIONAL CITY VISITS \$2,500 MISCELLANEOUS TRAININGS AND WEBINARS \$1,000
001-70-0701-10-321 SITE DEVELOPMENT DIVISION	\$12,875	PROFESSIONAL DEVELOPMENT HOURS REQUIRED (3 STAFF AT \$500 EA) \$1,500 ODOT TRAINING CERTIFICATION (5 STAFF AT \$225 EA) \$1,125 ODOT TRAINING BRIDGE INSPECTIONS (4 STAFF AT \$125 EA) \$500 EROSION CONTROL TRAINING (8 STAFF AT \$100 EA) \$800 AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (4 STAFF AT \$600 EA) \$2,400 CONSTRUCTION INSPECTION TRAINING (IN LAS VEGAS) (2 STAFF AT \$2,000 EA) \$4,000 AMERICAN PUBLIC WORKS ASSOCIATION/NW PUBLIC WORK INSTITUTE (2 STAFF AT \$1,275 EA) \$2,550	\$19,475	PROFESSIONAL DEVELOPMENT HOURS REQUIRED (17 STAFF AT \$750 EA) \$12,750 ODOT TRAINING CERTIFICATION (7 STAFF AT \$225 EA) \$1,575 EROSION CONTROL TRAINING (10 STAFF AT \$150 EA) \$1,500 STATE AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 STAFF AT \$1000 EA) \$2,000 NATIONAL APWA (1 STAFF) \$2,000
001-70-0738-10-321 TRANSPORTATION PLANNING	\$9,895	RAILVOLUTION CONFERENCE IN PITTSBURGH (1 STAFF) \$2,500 PACIFIC INTERMOUNTAIN PARKING AND TRANSPORTATION ASSOCIATION CONFERENCE \$500 LEADERSHIP BEAVERTON \$875 OREGON AMERICAN PLANNING ASSOCIATION CONFERENCE (3 STAFF) \$2,100 PROJECT MANAGEMENT TRAINING (1 STAFF) \$1,100 OREGON ACTIVE TRANSPORTATION SUMMIT \$420 INSTITUTE FOR TRANSPORTATION ENGINEERS QUAD CONFERENCE (2 STAFF) \$2,400 (INCREASE IN 321 DUE TO ADDITIONAL STAFF)	\$10,045	LEADERSHIP BEAVERTON (1 STAFF) \$800 OREGON AMERICAN PLANNING ASSOCIATION CONFERENCE (3 STAFF) \$2,100 OREGON ACTIVE TRANSPORTATION SUMMIT (1 STAFF) \$500 AMERICAN PLANNING ASSOCIATION NATIONAL PLANNING CONFERENCE (1 STAFF) \$3,000 SMART CITIES CONFERENCE (1 STAFF) \$2,500 ANNUAL MANAGEMENT TRAINING FOR PRINCIPAL TRANSPORTATION PLANNER (1 STAFF) \$500 AICP TEST TRAINING CLASSES AND MATERIALS (1 STAFF) \$220 AICP TEST FEE (1 STAFF) \$425

39

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
001-72-0703-10-321 ENGINEERING MGMT SERVICES	\$10,800	TRAVEL & TRAINING EXPENSES FOR TRAINING (ENG TECHS AND PROJ MGR) \$2,000 AUTODESK USERS GROUP INTERNATIONAL (\$300EA) (AL, WB, GJ) \$900 CIVIL 3D TRAINING (ALL PUBLIC WORKS CADD USERS) \$2,700 OSU SURVEY SEMINARS (MS, CN) \$1,700 MISC TRAINING \$1,500 TECH TRAINING (MUNICIPAL FORMS, ODOT CLASS) (AL, GJ, PM, WB) \$2,000	\$11,100	5 - TRAVEL & TRAINING EXPENSES FOR TRAINING (ENG TECHS, ASSOC ENG, AND PROJ MGR) \$3,000 3 - AUTODESK USERS GROUP INTERNATIONAL (\$300EA) (AL, WB, GJ) \$900 CIVIL 3D TRAINING (ALL PUBLIC WORKS CADD USERS) \$2,000 2 - OSU SURVEY SEMINARS (MS, CN) \$1,700 MISC TRAINING \$1,500 TECH TRAINING (MUNICIPAL FORMS, ODOT CLASS) (AL, GJ, PM, WB) (\$500EA) \$2,000
001-85-0701-10-321 SITE DEVELOPMENT DIVISION	\$0		\$0	
001-85-0772-10-321 LANDSCAPE MAINTENANCE	\$5,000	TRAINING ASSOCIATED WITH PESTICIDE APPLICATORS LICENSE AND VARIOUS IRRIGATION CLASSES.	\$5,000	TRAINING ASSOCIATED WITH PESTICIDE APPLICATORS LICENSE AND VARIOUS IRRIGATION CLASSES. \$5,000
101-72-0735-10-321 TRAFFIC & TRANSPORTATION MGMT	\$5,500	TRAINING FEES AND TRAVEL RELATED TO TRAINING (2 PE, 1 TRANSPORTATION ENG) \$3,500 BUDGET AMENDMENT PKT #6 ADDS TRAVEL & TRAINING FOR NEW 1 FTE PROJ ENGINEER POSITION \$2,000	\$4,000	TRAINING FEES AND TRAVEL RELATED TO TRAINING (3 PE, 1 TRANSPORTATION ENG) \$2,000 TRAVEL & TRAINING FOR NEW 1 FTE PROJ ENGINEER POSITION \$2,000
101-85-0732-10-321 STREET MAINTENANCE	\$5,200	3 - APWA - CONFERENCE REDMOND 3 NIGHT STAY (REGISTRATION \$750 & T&S \$1,200) \$1,950 5 - NW PAVEMENT MGMT ASSOC REGISTRATION \$1,000 3 - APWA - CONFERENCE NEWPORT REGISTRATION (\$750 & T&S \$1,500) \$2,250	\$5,200	3 - APWA - CONFERENCE REDMOND 3 NIGHT STAY (REGISTRATION \$750 & T&S \$1,200) \$1,950 5 - NW PAVEMENT MGMT ASSOC REGISTRATION \$1,000 3 - APWA - CONFERENCE NEWPORT REGISTRATION (\$750 & T&S \$1,500) \$2,250
101-85-0733-10-321 TRAFFIC CONTROL & MAINTENANCE	\$2,500	TRAINING ASSOCIATED WITH FIBER OPTICS, TRAFFIC SIGNALS, MUTCD, O.D.O.T. TRAFFIC SIGNALS ELECTRICAL CODE CLASSES.	\$2,500	TRAINING ASSOCIATED WITH FIBER OPTICS, TRAFFIC SIGNALS, MUTCD, O.D.O.T. TRAFFIC SIGNALS ELECTRICAL CODE CLASSES. \$2,500
101-85-0775-10-321 URBAN FORESTRY	\$7,100	REQUIRED TRAINING ASSOCIATED WITH ARBORIST CERTIFICATIONS AND PESTICIDE APPLICATORS LICENSE.	\$7,100	REQUIRED TRAINING ASSOCIATED WITH ARBORIST CERTIFICATIONS AND PESTICIDE APPLICATORS LICENSE. \$7,100

40

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
101-85-0811-10-321 STREET LIGHTING & MAINTENANCE	\$0		\$1,000	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN \$1,000
105-70-0664-10-321 BLDG DIVISION ADMINISTRATION	\$14,355	OBOA ANNUAL BUSINESS MEETING (4 SENIOR STAFF) TRAINING, TRAVEL, FOOD AND LODGING (16 CERTIFIED STAFF) REGISTRATION FOR OBOA QUARTERLY BUSINESS MEETINGS (4 STAFF) BUILDING/MECHANICAL, PLUMBING AND/OR ELECTRICAL INSPECTOR TRAINING COURSE (2 STAFF) TRAINING, TRAVEL, FOOD AND LODGING (2 PERMIT TECHNICIANS)	\$22,583	ALL TRAVEL, TRAINING & SUBSISTENCE \$22,583 OBOA ANNUAL BUSINESS MEETING (4 SENIOR STAFF) TRAINING, TRAVEL, FOOD AND LODGING (17 CERTIFIED STAFF) REGISTRATION FOR OBOA QUARTERLY BUSINESS MEETINGS (4 STAFF) BUILDING/MECHANICAL INSPECTOR TRAINING COURSE (1 STAFF) REGISTRATION FOR STATE REQUIRED CODE CHANGE CLASSES TRAINING, TRAVEL, FOOD AND LODGING (3 PERMIT TECHNICIANS)
105-70-0668-10-321 ELECTRICAL PLAN REVIEW & INSP	\$4,360	TRAINING, TRAVEL, FOOD AND LODGING (8 CERTIFIED STAFF) IAEI CODE CONFERENCE (3 STAFF) BUILDING/MECHANICAL AND/OR PLUMBING INSPECTOR TRAINING COURSE (2 STAFF)	\$3,873	ALL TRAVEL, TRAINING & SUBSISTENCE TOTAL \$3,873 TRAINING, TRAVEL, FOOD AND LODGING (8 CERTIFIED STAFF) IAEI CODE CONFERENCE (3 STAFF) BUILDING/MECHANICAL AND/OR PLUMBING INSPECTOR TRAINING COURSE (2 STAFF)
106-70-0611-10-321 ADMINISTRATION	\$4,600	HUD-RELATED TRAININGS. NORTHWEST ASSOCIATION OF COMMUNITY DEVELOPMENT MANAGERS ANNUAL CONFERENCE.	\$4,600	TWO NATIONAL CDBG TRAINING CONFERENCES FOR THE PROJECT COORDINATOR AND REGIONAL CONFERENCE AND TRAINING FOR THE PROJECT COORDINATOR AND PROGRAM COORDINATOR \$4,600
107-20-0528-10-321 ARTS PROGRAM	\$4,000	ARTS PROGRAM WORKSHOPS AND TRAININGS \$1,500 AMERICANS FOR THE ARTS ANNUAL CONFERENCE \$2,500	\$7,500	ARTS PROGRAM WORKSHOPS AND TRAININGS - ALL STAFF \$1,500 AMERICANS FOR THE ARTS ANNUAL CONFERENCE - 1 STAFF \$2,500 CREATIVE TIME SUMMIT - 1 STAFF \$2,000 GRANTMAKERS IN THE ARTS ANNUAL CONFERENCE - 1 STAFF \$1,500
107-20-0802-10-321 PRCA FACILITY DEVELOPMENT	\$25,000	TRADE CONFERENCES, TRAVEL TO OTHER FACILITIES \$25,000	\$18,000	TRADE CONFERENCES, TRAVEL TO OTHER FACILITIES \$18,000

41

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS** **2020-RECOMMENDED**  
 TRAVEL, TRAINING & SUBSISTENCE

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
111-85-0811-10-321 STREET LIGHTING & MAINTENANCE	\$1,000	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN.	\$0	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN.
115-35-0551-10-321 LIBRARY ADMINISTRATION	\$32,750	INSERVICE DAY GENERAL SUPPORT \$1,500 INSERVICE DAY KEYNOTE SPEAKERS \$700 SAFETY AND SECURITY TRAININGS FOR LIBRARY STAFF \$2,500 EQUITY AND INCLUSION TRAININGS FOR LIBRARY STAFF \$2,500 TRAINING SUPPLIES FOR ON-CALL STAFF MEETINGS \$400 TRAINING SUPPLIES FOR ALL-STAFF MEETINGS \$400 TRAINING SUPPLIES FOR DIVISION MEETINGS \$400 OTHER TRAININGS AND WEBINARS \$1,000 LIBRARY DIRECTOR TO ANNUAL DEPT HEADS RETREAT \$350 1 STAFF TO ATTEND PACIFIC NORTHWEST BOOKSELLERS CONFERENCE (TACOMA WA) \$1,000 1 STAFF TO ATTEND AMERICAN LIBRARY ASSOCIATION CONFERENCE \$2,500 10 STAFF TO ATTEND OREGON LIBRARY ASSOCIATION CONFERENCE IN VANCOUVER WA \$2,500 10 STAFF TO ATTEND SUPPORT STAFF CONFERENCE \$1,500 1 STAFF TO ATTEND LIBRARY VOLUNTEER MANAGERS CONFERENCE \$2,500 1 STAFF TO ATTEND LEADERSHIP BEAVERTON \$1,000 2 STAFF TO ATTEND ASSOC TO LIBRARY SERVICE FOR CHILDREN CONFERENCE \$5,000 1 STAFF TO ATTEND OVERDRIVE E-BOOK CONFERENCE \$2,500 2 STAFF TO ATTEND OREGON LIBRARY ASSOCIATION LEADERSHIP ACADEMY \$2,000 1 STAFF TO ATTEND LIBRARY MARKETING AND COMMUNICATION CONFERENCE \$2,500	\$42,850	ALL-STAFF INSERVICE DAY PRESENTERS, SUPPLIES AND GENERAL SUPPORT \$3,000 SAFETY AND SECURITY TRAININGS FOR LIBRARY STAFF \$2,500 EQUITY DIVERSITY AND INCLUSION TRAININGS FOR LIBRARY STAFF \$2,500 SUPPLIES FOR ON-CALL STAFF MEETINGS & TRAINING \$200 SUPPLIES FOR ALL-STAFF MEETINGS \$800 SUPPLIES FOR DIVISION RETREATS \$700 OTHER TRAININGS AND WEBINARS THROUGHOUT THE YEAR \$3,000 LIBRARY DIRECTOR TO ANNUAL DEPT HEADS RETREAT \$350 10 STAFF TO ATTEND OREGON LIBRARY ASSOCIATION CONFERENCE IN BEND, OR \$7,000 12 STAFF TO ATTEND SUPPORT STAFF CONFERENCE IN SALEM, OR \$1,800 1 STAFF TO ATTEND LIBRARY VOLUNTEER MANAGERS CONFERENCE \$2,500 7 STAFF TO ATTEND PUBLIC LIBRARY ASSOCIATION CONFERENCE IN NASHVILLE, TN \$14,000 2 STAFF TO ATTEND OREGON LIBRARY ASSOCIATION LEADERSHIP ACADEMY \$2,000 1 STAFF TO ATTEND LIBRARY MARKETING AND COMMUNICATION CONFERENCE \$2,500

42

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
501-20-0545-10-321 UTILITY BILLING & COLLECTIONS	\$1,515	NOTE: FY 18-19 INCLUDES TRAINING AND TRAVEL FOR SR. ACCOUNTANT IN CHARGE OF UTILITY BILLING, PREVIOUSLY BUDGETED IN GENERAL FUND. SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOCIATION SPRING CONFERENCE \$367 GOVERNMENT FINANCE OFFICERS ASSOC. GAAP UPDATE \$50 OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE \$123 OREGON SOCIETY OF CPAS - GOVERNMENTAL ACCTG & AUDITING CONFERENCE \$233 OTHER TRAINING & MILEAGE TO MEET CPA LICENSE REQUIREMENT \$267 CUSTOMER SERVICE STAFF TRAINING \$400 OREGON SOCIETY OF CPAS - ETHICS \$75	\$1,373	SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOCIATION SPRING CONFERENCE \$367 GOVERNMENT FINANCE OFFICERS ASSOC. GAAP UPDATE \$50 OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE \$107 OREGON SOCIETY OF CPAS - GOVERNMENTAL ACCTG & AUDITING CONFERENCE \$107 OTHER TRAINING & MILEAGE TO MEET CPA LICENSE REQUIREMENT \$267 CUSTOMER SERVICE STAFF TRAINING \$400 OREGON SOCIETY OF CPAS - ETHICS \$75
501-72-0740-10-321 ENTERPRISE MGMT & ADMIN	\$14,600	TRAVEL/TRAINING FOR PROFESSIONAL ENGINEERS PDH TO MAINTAIN CERTICATION \$3,000 TRAVEL/TRAINING RELATED TO TRAINING FOR WATER-DIST 1 PROFESSIONAL DEV HOURS \$1,200 TRAVEL & TRAINING FOR PROF ENG/PROF LAND SURVEYOR/WATER RIGHTS (PRINCIAL ENGINEER) \$3,500 4- PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE, 1 SS) \$3,500 1- APWA CONFERENCE REGISTRATION AND EXPENSES (PD) \$1,000 FOR NEW PROJECT ENGINEER 1: APWA CONFERENCE & TECHNICAL ENGINEERING TRAINING \$2,400	\$25,825	4 - TRAVEL/TRAINING FOR PROFESSIONAL ENGINEERS PDH TO MAINTAIN CERTICATION \$3,000 1 - TRAINING FOR WATER DIST 1 PROFESSIONAL DEV HOURS (BB) \$1,200 1 - PROFESSIONAL ENG/PROF LAND SURVEYOR/WATER RIGHTS (PRINCIAL ENG) \$3,500 5 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500 EA) (4 PE, 1 SPECIALIST) \$7,500 2 - APWA CONFERENCE AND TECHNICAL TRAINING \$3,400 1 - TRAINING FOR SANITARY CERT PROFESSIONAL DEV HOURS (DW) \$1,200 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$2,625 1 - TRAINING FOR ASSOCIATE ENGINEER \$1,000 FOR NEW PROJ ENGR 2 POSITION: APWA CONF AND TECHNICAL ENGINEER TRAINING \$2,400

43

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
501-85-0742-10-321 WATER SYSTEM DISTRIBUTION	\$5,600	TRAVEL AND SUBSISTENCE NEEDED TO SUPPORT TRAINING HOTEL AND MEAL EXPENSES \$2,000 TRAINING REGISTRATION FEES \$3,600	\$19,335	TRAVEL AND SUBSISTENCE NEEDED TO SUPPORT TRAINING HOTEL AND MEAL EXPENSES \$4,000 TRAINING REGISTRATION FEES FOR WATER RECERTS (6 @500/EA) \$3,000 TRAINING REGISTRATION FEES FOR CROSS CONNECTION RECERTS TESTERS(2@550 & SPEC 2@255) \$1,610 MANAGEMENT TRAINING AWWA (2@500) \$1,000 CITYWORKS STORE ROOM TRAINING (1 WEB @500 AND 1 DAY AT CITYWORKS CONFERENCE @1500) \$2,000 AWWA MANAGEMENT INST. REG AND ALL EXPENSE FOR TWO \$3,200 APWA EXPO FOR 1 \$1,900 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$2,625
501-85-0743-10-321 WATER SYSTEM QUALITY	\$7,780	ONE EMPLOYEE TACOMA,WA PNWAWWA CONFERENCE-\$660 CAR RENTAL PARKING, MEALS , LODGING,AND CONFERENCE ENTRANCE FEES \$3,000 AWWA SHORT SCHOOL TRAINING (4 @ \$200) \$800 AWWA WEBINAR \$220 TECHNICAL TRAINING SEMINAR ON INSTRUMENTATION \$400 OREGON ASSOCIATION OF WATER UTILITIES CONFERENCE \$700 RECERTIFICATION CROSS CONNECTION TRAINING \$1,000 MANAGER - AIR TRAVEL AND EXPENSES RELATED TO AWWA ANNUAL CONFERENCE AND EXPOSITION \$1,000	\$11,990	MANAGER, SUPERVISOR, LEAD PNWAWWA CONFERENCE-REG, LODGING, TRANS. \$4,200 AWWA SHORT SCHOOL TRAINING (3 @ \$290/EACH) \$870 AWWA WEBINAR \$220 TECHNICAL TRAINING SEMINAR ON INSTRUMENTATION \$1,200 OREGON ASSOCIATION OF WATER UTILITIES CONFERENCE (2@\$320/EACH) \$640 RECERT CROSS CONN SPECIALIST AND TESTER TRAINING (2@\$255/EA & 1@\$550/EA) \$1,060 APWA EXPO (2 @\$1900/EACH) \$3,800
502-20-0545-10-321 UTILITY BILLING & COLLECTIONS	\$1,515	NOTE: FY 18-19 INCLUDES TRAINING AND TRAVEL FOR SR. ACCOUNTANT IN CHARGE OF UTILITY BILLING, PREVIOUSLY BUDGETED IN GENERAL FUND. SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOC-SPRING CONFERENCE \$367 GOVERNMENT FINANCE OFFICERS ASSOC - GAAP UPDATE \$50 OREGON SOCIETY OF CPAS - GOVERNMENTAL ACCTG & AUDITING CONFERENCE \$233 OREGON SOCIETY OF CPAS - ETHICS \$75 OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE \$123 OTHER TRAINING & MILEAGE TO MEET CPA LICENSE REQUIREMENT \$267 CUSTOMER SERVICE STAFF TRAINING \$400	\$1,373	SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOC-SPRING CONFERENCE \$367 GOVERNMENT FINANCE OFFICERS ASSOC - GAAP UPDATE \$50 OREGON SOCIETY OF CPAS - GOVERNMENTAL ACCTG & AUDITING CONFERENCE \$107 OREGON SOCIETY OF CPAS - ETHICS \$75 OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE \$107 OTHER TRAINING & MILEAGE TO MEET CPA LICENSE REQUIREMENT \$267 CUSTOMER SERVICE STAFF TRAINING \$400

44

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

2020-RECOMMENDED

TRAVEL, TRAINING & SUBSISTENCE

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
502-72-0740-10-321 ENTERPRISE MGMT & ADMIN	\$10,250	TRAVEL EXPENSES FOR CIVIL 3D TRAINING \$500 2- TRAVEL AND TRAINING TO MAINTAIN ENGINEERING LICENSE (2 PROJ ENGS) \$1,350 1- TRAVEL AND TRAINING TO MAINTAIN ENGINEERING LICENSE (CITY ENGINEER) \$900 3- AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 PE, 1 ASSOC ENG) \$4,500 2 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE) \$3,000	\$10,063	TRAVEL EXPENSES FOR CIVIL 3D TRAINING 2 - TRAVEL AND TRAINING TO MAINTAIN ENGINEERING LICENSE (2 PROJ ENGS) (AJ,GH) \$1,350 1 - TRAVEL AND TRAINING TO MAINTAIN ENGINEERING LICENSE (CITY ENGINEER) \$900 2 - AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 PE) (FH,GH) \$3,000 2 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE) (GH,FH) \$3,000 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,313 1 - TRAINING FOR ASSOCIATE ENGINEER \$500
502-85-0753-10-321 SEWER SYSTEM MAINTENANCE	\$5,250	4 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE (4 @ \$225/EA) \$900 2 - AWWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$500 REGISTRATION + \$1000 T&S) \$1,500 4 - AWWA CONFERENCE SEASIDE WITH 3 NIGHT STAY (\$1000 REGISTRATION + \$1500 T&S) \$2,500 2 - PACP USER CONFERENCE @ \$100 EACH \$200 2 - JET RODDER REFRESHER @ \$75 EACH \$150	\$10,663	4 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE @ \$225/EA \$900 2 - FALL AWWA CONFERENCE WITH 3 NIGHT STAY (\$700 REGISTRATION + \$1000 T&S) \$1,700 4 - SPRING AWWA CONFERENCE WITH 3 NIGHT STAY (\$1400 REGISTRATION + \$2000 T&S) \$3,400 PACP USER CONFERENCE @ \$800 EACH \$800 2 - JET RODDER REFRESHER @ \$275 EACH \$550 1- APWA SEATTLE CONFERENCE \$2,000 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,313
502-85-0757-10-321 SEWER SYSTEM CONSTRUCTION	\$1,950	1 - SHORT SCHOOL, CLACKAMAS COMMUNITY COLLEGE \$225 1 - AWWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$250 REGISTRATION + \$400 T&S) \$650 1 - VACTOR TRAINING \$225 1 - AWWA CONFERENCE NEWPORT WITH 3 NIGHT STAY (\$250 REGISTRATION + \$500 T&S) \$750 1 - PACP USER CONFERENCE \$100	\$1,800	1 - AWWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$250 REGISTRATION + \$400 T&S) \$550 1 - VACTOR TRAINING \$500 1 - AWWA CONFERENCE NEWPORT WITH 3 NIGHT STAY (\$250 REGISTRATION + \$500 T&S) \$750

45

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

**2020-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
513-20-0545-10-321 UTILITY BILLING & COLLECTIONS	\$1,515	FY 18 - 19 INCLUDES TRAINING AND TRAVEL FOR SR. ACCOUNTANT IN CHARGE OF UTILITY BILLING, PREVIOUSLY BUDGETED IN GENERAL FUND. SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOCIATION - SPRING CONFERENCE \$366 GOVERNMENT FINANCE OFFICERS ASSOC - GAAP UPDATE \$50 OREGON SOCIETY OF CPAS - GOVERNMENT ACCTG & AUDITING CONFERENCE \$233 OREGON SOCIETY OF CPAS - ETHICS \$75 OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE \$123 OTHER TRAINING AND MILEAGE TO MEET CPA LICENSE REQUIREMENT \$268 CUSTOMER SERVICE STAFF TRAINING \$400	\$1,373	FY 19-20 INCLUDES TRAINING AND TRAVEL FOR SR. ACCOUNTANT IN CHARGE OF UTILITY BILLING, PREVIOUSLY BUDGETED IN GENERAL FUND. SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOCIATION - SPRING CONFERENCE \$367 GOVERNMENT FINANCE OFFICERS ASSOC - GAAP UPDATE \$50 OREGON SOCIETY OF CPAS - GOVERNMENT ACCTG & AUDITING CONFERENCE \$107 OREGON SOCIETY OF CPAS - ETHICS \$75 OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE \$107 OTHER TRAINING AND MILEAGE TO MEET CPA LICENSE REQUIREMENT \$267 CUSTOMER SERVICE STAFF TRAINING \$400
513-72-0740-10-321 ENTERPRISE MGMT & ADMIN	\$3,000	PROFESSIONAL DEVELOPMENT (TRAINING) TO MAINTAIN CIVIL ENGINEERING LICENSE \$3,000	\$1,500	PROFESSIONAL DEVELOPMENT (TRAINING) TO MAINTAIN CIVIL ENGINEERING LICENSE DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,000 TRAINING FOR ASSOCIATE ENGINEER \$500
513-85-0734-10-321 STORM DRAINAGE MAINTENANCE	\$8,025	5 - SHORT SCHOOL CLACKAMAS COMMUNITY COLLEGE (\$225 EACH) \$1,125 4- APWA CONFERENCE REDMOND 3 NIGHT STAY (REGISTRATION \$1,000 & T&S \$1,600) \$2,600 4- APWA CONFERENCE SEASIDE 3 NIGHT STAY (REGISTRATION \$1,000 & T&S \$2,000) \$3,000 2 - PACP USER CONFERENCE @ \$100 EACH \$200 4 - VACTOR TRAINING @ \$275 \$1,100	\$12,588	5 - SHORT SCHOOL CLACKAMAS COMMUNITY COLLEGE (\$225 EACH) \$1,125 4- FALL APWA CONFERENCE 3 NIGHT STAY (REGISTRATION \$1,400 & T&S \$2,000) \$3,400 4- SPRING APWA CONFERENCE 3 NIGHT STAY (REGISTRATION \$1,400 & T&S \$2,000) \$3,400 1-PACP USER CONFERENCE @ \$800 EACH \$800 2 - VACTOR TRAINING @ \$275 \$550 1-APWA SEATTLE CONFERENCE \$2,000 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,313
513-85-0739-10-321 STORM DRAINAGE CONSTRUCTION	\$2,000	1 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE \$300 1 - AWWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$250 REGISTRATION + \$400 T&S) \$650 1 - VACTOR TRAINING \$300 1 - AWWA CONFERENCE NEWPORT WITH 3 NIGHT STAY (\$250 REGISTRATION + \$500 T&S) \$750	\$1,700	1 - AWWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$250 REGISTRATION + \$400 T&S) \$650 1 - VACTOR TRAINING \$300 1 - AWWA CONFERENCE NEWPORT WITH 3 NIGHT STAY (\$250 REGISTRATION + \$500 T&S) \$750

46

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

2020-RECOMMENDED

TRAVEL, TRAINING & SUBSISTENCE

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
601-25-0721-10-321 REPROGRAPHICS PROGRAM	\$2,400	TRAINING CLASSES NOT OFFERED BY HR (4 CLASSES AT \$600 EACH) DECREASE DUE TO PROJECTED CLASSES \$2,400	\$1,900	STAFF TRAINING AND DEVELOPMENT \$1,900
602-85-0762-10-321 FLEET MAINTENANCE	\$14,600	TRAVEL AND SUBSISTENCE TO SUPPORT TRAINING DRIVABILITY AND EMISSION DIAGNOSTICS TRAINING (DEQ MANDATE) TRAINING TO KEEP UP WITH CHANGING AUTOMOTIVE/EQUIPMENT TECHNOLOGY \$5,600 RTA USERS TRAINING \$5,000 TYMCO SWEEPER TRAINING-WACO ,TEXAS \$2,000 GOV FLEET EXPO \$2,000	\$15,400	TRAVEL AND SUBSISTENCE TO SUPPORT TRAINING DRIVABILITY AND EMISSION DIAGNOSTICS TRAINING (DEQ MANDATE) TRAINING TO KEEP UP WITH CHANGING AUTOMOTIVE/EQUIPMENT TECHNOLOGY RTA USERS TRAINING SWEEPER TRAINING GOV FLEET EXPO
603-30-0525-10-321 WEB SERVICES	\$2,500	PLURALSIGHT IT TRAINING ONSITE FOR THREE EMPLOYEES AND OTHER CLASSES (SHAREPOINT) \$2,500	\$3,000	IT TRAINING FOR WEB SERVICES EMPLOYEES \$3,000
603-30-0678-10-321 GIS SERVICES	\$6,060	ESRI INTL CONFERENCE - 1 STAFF - SAN DIEGO \$2,125 CITYWORKS USER CONFERENCE - 1 STAFF - SALT LAKE \$1,555 NW GIS CONFERENCE - 1 STAFF - SALEM \$1,180 GIS IN ACTION CONFERENCE - 2 STAFF - PORTLAND \$600 PLURAL SIGHT ONLINE TRAINING \$600	\$4,600	ESRI INTL CONFERENCE - 1 STAFF - SAN DIEGO \$2,200 NW GIS CONFERENCE - 1 STAFF \$1,200 GIS IN ACTION CONFERENCE - 2 STAFF - PORTLAND \$600 PLURAL SIGHT ONLINE TRAINING \$600
603-30-0711-10-321 ISD SYSTEMS & PROGRAMMING	\$20,200	CONFERENCE HR/PAYROLL \$2,500 CONFERENCE REGJIN (PORTLAND POLICE SYSTEM) \$4,000 CONFERENCE JUSTWARE (COURT) \$2,500 ONLINE TRAINING SQL, VB.NET, ETC \$3,000 SCRUM ALLIANCE SCRUM PRODUCT OWNER (X2) \$2,400 SCRUM ALLIANCE SCRUM DEVELOPER (X2) \$3,200 SCRUM ALLIANCE SCRUM MASTER (X2) \$2,600	\$20,900	CONFERENCE HR/PAYROLL \$2,500 CONFERENCE PSNET (POLICE RECORDS MANAGEMENT SYSTEM) (X2) \$4,000 CONFERENCE JTI ECOURT (COURT) \$2,500 ONLINE TRAINING SQL, VB.NET, ETC \$3,000 SCRUM ALLIANCE SCRUM PRODUCT OWNER (X2) \$2,400 SCRUM ALLIANCE SCRUM DEVELOPER (X2) \$3,200 SCRUM ALLIANCE SCRUM MASTER (X1) \$1,300 CITYWORKS CONFERENCE \$2,000
603-30-0712-10-321 ISD SYSTEM OPERATIONS	\$6,400	TECHNICAL COURSES COMMUNICATIONS AND SYSTEM SOFTWARE \$6,400	\$6,400	TECHNICAL COURSES COMMUNICATIONS AND SYSTEM SOFTWARE \$6,400

47

**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS**

2020-RECOMMENDED

TRAVEL, TRAINING & SUBSISTENCE

ACCOUNT	2019 Amount	2019 Justifications	2020 Amount	2020 Justifications
605-85-0681-10-321 MANAGEMENT SERVICES(OPERATION)	\$5,000	ODOT BRIDGE INSPECTION RE-CERTIFICATION (GOOD FOR FIVE YEARS) ODOT BRIDGE CONSTRUCTION RE-CERTIFICATION NWPMA CPAWC AWWA RE-CERTIFICATION CWS TRAINING APWA CONFERENCE APWA - PW LEADERSHIP ODOT - HMAC INSPECTION RECERT EROSION CONTROL & STORMWATER MANAGEMENT SUMMIT AWWA SHORT SCHOOL (FOR SEWER CERT) DEPARTMENT HEAD RETREAT OFFICE SUPERVISOR SAFETY TRAINING MANAGEMENT ANALYST TRAVEL PUBLIC WORKS DIRECTOR TRAVEL	\$5,000	NWPMA CPAWC CWS TRAINING APWA CONFERENCE ODOT - HMAC INSPECTION RECERT DEPARTMENT HEAD RETREAT MANAGEMENT ANALYST TRAVEL PUBLIC WORKS DIRECTOR TRAVEL \$5,000
706-40-0010-10-321 GEN LIAB & COMP INS COVERAGE	\$1,000	PUBLIC RISK MGT ASSOC REGIONAL CONFERENCE \$200 OSHA CONFERENCE \$200 CIS CONFERENCE \$200 LODGING \$200 MISC CONF EXPENSE \$200	\$1,500	PUBLIC RISK MGT ASSOC REGIONAL CONFERENCE \$350 OSHA CONFERENCE \$200 CIS CONFERENCE \$200 LODGING \$500 MISC CONF EXPENSE/ARM CLASS \$250
706-40-0014-10-321 SELF-INS WORKERS COMP INS	\$250	MISC TRAVEL \$250	\$250	MISC TRAVEL \$250
901-95-0691-10-321 BURA-ADMINISTRATION	\$5,000	PARKING, REAL ESTATE FINANCE AND DEVELOPMENT, AND URBAN RENEWAL TRAINING AND CONFERENCES	\$5,525	PIPTA CONFERENCE - PACIFIC INTERMOUNTAIN PARKING & TRANSPORTATION ASSOC. \$1,100 PARKING ENFORCEMENT TRAINING \$900 ULI EMERGING TRENDS - URBAN LAND INSTITUTE \$525 URBAN DESIGN TRAINING/WORKSHOP \$2,000 HOUSING CONFERENCE/TRAINING \$1,000
<b>TOTAL</b>	<b>\$679,613</b>		<b>\$778,130</b>	