



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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 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.	\$11,500	NLC CONFERENCE ( 3 @ \$1,100 - DECEMBER AND REGISTRATION 3 @ \$500) \$4,800 NLC CONGRESSIONAL CONFERENCE (2 @ \$1,400 - MARCH AND REGISTRATION 2 @ \$750) \$4,300 LOC CONFERENCE \$2,400 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.
001-10-0521-10-321 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 \$6,000 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 \$7,400 CEO FOR CITIES MEETING \$1,800 BEST PRACTICES CONFERENCES \$1,800 GOVERNOR'S ECONOMIC TRADE MISSION \$3,500
001-10-0522-10-321 MAYORS OFFICE PROGRAMS ADMIN	\$13,450	SEMINARS, CONFERENCES, LOC, CEO FOR CITIES OR NLC \$7,950 DEPARTMENT HEAD RETREAT \$5,500	\$13,450	SEMINARS, CONFERENCES, LOC, CEO FOR CITIES OR NLC \$7,950 DEPARTMENT HEAD RETREAT \$5,500
001-10-0523-10-321 MUNICIPAL CODE SERVICES	\$0		\$0	
001-10-0525-10-321 WEB MANAGEMENT	\$0		\$6,000	IT TRAINING FOR 3 WEB MANAGEMENT EMPLOYEES (3 TRAININGS AND 1 PLURALSIGHT LICENSE) \$6,000

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**ALL FUNDS - 2 YEARS**

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
001-10-0526-10-321 CULTURAL INCLUSION	\$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	\$6,200	WELCOMING AMERICA ANNUAL CONFERENCE EXPENSES \$800 GOVERNMENT ALLIANCE FOR RACIAL EQUITY CONFERENCE \$1,500 REGIONAL EQUITY-RELATED TRAININGS \$400 EQUITY SEMINAR SERIES WITH SCHOOL AND PARK DISTRICTS \$2,500 INTERNAL EQUITY TEAM TRAINING EXPENSES \$1,000
001-10-0527-10-321 EVENTS	\$5,855	XLIVE EVENT COORDINATORS CONFERENCE FOR PROFESSIONAL DEVELOPMENT AND VENDOR CONTACTS FOR EVENTS STAFF \$5,500 PROJECT MANAGEMENT TRAINING FOR EVENT COORDINATOR \$355	\$1,500	DIVERSITY TRAINING FOR 3 STAFF \$375 PROJECT MANAGEMENT TRAINING FOR 3 STAFF \$1,125
001-10-0529-10-321 COMMUNITY SERVICES	\$1,900	COMMUNITY SERVICES PROFESSIONAL DEVELOPMENT WORKSHOPS AND TRAININGS \$400 HOSTING GRANTEE CAPACITY BUILDING TRAININGS (MOVED FROM LINE 461) \$1,500	\$1,200	OREGON COALITION ON HOUSING AND HOMELESSNESS ANNUAL CONFERENCE \$1,200
001-10-0531-10-321 CITY RECORDER & ELECTION ADMIN	\$2,000	OREGON ASSOCIATION OF MUNICIPAL RECORDERS REGIONAL CONFERENCE INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS CONFERENCE \$2,000	\$2,000	OREGON ASSOCIATION OF MUNICIPAL RECORDERS REGIONAL CONFERENCE \$500 INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS CONFERENCE \$1,500
001-10-0537-10-321 PUBLIC INFO MARKETING & COMMUNICATIONS	\$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	\$5,000	3CMA ANNUAL CONFERENCE FOR 1 STAFF \$3,500 FY20-21 DISCONTINUE RAGAN PR, COMMUNICATIONS, SOCIAL MEDIA TRAINING ACCESS PASS WEBINARS, TEAM AND LOCAL TRAINING \$1,500
001-10-0635-10-321 EMERGENCY MGT-CIVIL PREP	\$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	\$8,150	NATIONAL LEVEL EM CONFERENCE FOR 2 STAFF \$4,000 STATE LEVEL EM CONFERENCE FOR 1 STAFF \$775 OREGON EMERGENCY PREPAREDNESS WORKSHOP FOR 2 STAFF \$620 NATURAL HAZARDS MITIGATION CONFERENCE FOR 1 STAFF \$2,055 WINTER DRIVING CLASS FOR 2 STAFF \$500 PARKING FOR MEETINGS \$200

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**EXPENDITURE JUSTIFICATION BY OBJECT**

**ALL FUNDS - 2 YEARS**

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
001-10-0655-10-321 CENTER FOR MEDIATION & DIALOGUE	\$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	\$9,500	PROFESSIONAL DEVELOPMENT TRAINING FOR 4 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 DIVERSITY CONFERENCE FOR 4 STAFF \$500
001-10-0656-10-321 SUSTAINABILITY	\$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	\$5,950	URBAN SUSTAINABILITY DIRECTORS NETWORK (USDN) ANNUAL MEETING \$1,950 CLIMATE LEADERSHIP CONFERENCE (2 STAFF) \$1,500 OTHER SMART CITY, ELECTRIC VEHICLE, OR ENERGY CONFERENCE \$1,200 BETTER BUILDINGS CHALLENGE CONFERENCE (US DEPT OF ENERGY) \$1,300
001-10-0657-10-321 RECYCLING	\$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	\$5,500	ASSOCIATION OF OREGON RECYCLERS (AOR) ANNUAL CONFERENCE (5 STAFF @ \$900) \$4,500 OTHER TRAININGS, FORUMS & CONFERENCES (EPA, NRC, SWANA) \$1,000
001-10-0659-10-321 NEIGHBORHOOD & PUBLIC INVOLVEMENT PROG.	\$7,200	PUBLIC PARTICIPATION CONFERENCE (IAP2) FOR 2 STAFF \$4,000 STAFF TRAINING \$1,200 NEIGHBORHOODS USA CONFERENCE FOR 1 STAFF \$2,000	\$7,200	PUBLIC PARTICIPATION CONFERENCE (IAP2) FOR 3 STAFF \$6,450 STAFF TRAINING-DIVERSITY TRAINING \$375 PROJECT MANAGEMENT FOR COORDINATOR \$375

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**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
001-15-0534-10-321 HR MGMT & EMPLOYEE SERVICES	\$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	\$20,990	LOCAL GOVERNMENT PERSONNEL INSTITUTE CONFERENCE (2 EMPLOYEES) CITY COUNTY INSURANCE SERVICES CONFERENCE \$350 LOCAL TRAINING CONFERENCES \$1,000 NEOGOV ANNUAL USER CONFERENCE (3-4 ATTENDEES) \$6,000 BUREAU OF LABOR & INDUSTRIES ANNUAL CONFERENCE \$2,250 SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM) ANNUAL CONFERENCE (2-3) CLASSIFICATION COMPENSATION CONFERENCES \$3,000 OREGON CHAPTER NATIONAL PUBLIC EMPLOYER LABOR RELATIONS CONFERENCE \$700 NATIONAL PUBLIC EMPLOYER LABOR RELATIONS CONFERENCE \$2,000 SHRM TALENT CONFERENCE \$4,100 SYNERGY PROFESSIONAL SERVICES \$600 AMA WELLNESS \$195 DIRKSE/AMPLIFY \$75 INVESTIGATIONS TRAINING \$720
001-20-0541-10-321 FINANCE ADMINISTRATION	\$0	NO APPROPRIATION REQUESTED	\$0	NO APPROPRIATION REQUESTED
001-20-0542-10-321 PURCHASING	\$2,270	OREGON PUBLIC PURCHASING ASSOCIATION (OPPA) SPRING 2020 CONF, LODGING & REGISTRATION \$450 OPPA FALL CONFERENCE, LODGING & REGISTRATIONS \$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 INSTIUTE MEETINGS (3 @ \$10 EACH), \$30	\$4,290	OREGON PUBLIC PURCHASING ASSOCIATION (OPPA) SPRING 2020 CONF, LODGING & REGISTRATION \$470 OPPA FALL CONFERENCE, LODGING & REGISTRATIONS \$475 EQUITY IN PROCUREMENT PROGRAM - INCLUDES TRAINING EVENTS WITH SMALL BUSINESSES: \$2,400 OREGON ASSOC. OF MINORITY ENTREPRENEURS (OAME) TRADE SHOW (\$85 X 2) \$170 GOVERNORS MARKET PLACE TRADE SHOW \$250 DIVERSITY PRACTITIONERS SUMMIT MTGS (5 @ \$20 EACH), \$100 NIGP CLASS - TRAINING FOR EQUITY PROGRAM COORDINATOR \$425
001-20-0548-10-321 FINANCE OPERATIONS	\$12,500	GFOA CONFERENCE, NW GOVERNMENT INSTITUTE, OGFOA, OSCPA, OCCMA CONFERENCES AND ANNUAL PAYROLL USEF GROUP \$12,500	\$8,500	GFOA CONFERENCE, NW GOVERNMENT INSTITUTE, OGFOA, OSCPA, OCCMA CONFERENCES AND ANNUAL PAYROLL USER GROUP \$8,500

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**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
001-45-0571-10-321 MUNICIPAL COURT SERVICES	\$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	\$15,000	OMJA (OREGON MUNICIPAL JUDGES ASSOCIATION) CONFERENCE 2/YR X 5 STAFF/JUDGES \$5,000 OACA (OREGON ASSOCIATION FOR COURT ADMINISTRATION) CONFERENCE 2/YR X 7 STAFF \$5,000 VARIOUS TRAVEL, TRAINING, RECERTIFICATION, AND INCIDENTALS \$5,000
001-45-0573-10-321 FED DUII COURT ODOT GRANT	\$0	NO APPROPRIATION REQUESTED - THIS WILL COME FROM COURT MAIN BUDGET.	\$0	NO APPROPRIATION REQUESTED - THIS WILL COME FROM COURT MAIN BUDGET.
001-45-0575-10-321 Federal SAMHSA-SOBR Grant	\$0		\$0	NO APPROPRIATION REQUESTED.
001-45-0576-10-321 FED BUREAU OF JUSTICE ADMIN GRANT	\$17,865	2019 NADCP CONFERENCE EXPENSES \$17,865	\$18,824	2020 NADCP CONFERENCE EXPENSES (TRAVEL, HOTEL, ETC.) \$14,624 2020 NADCP CONFERENCE REGISTRATION \$4,200
001-50-0533-10-321 OFFICE SERVICES & RECORDS MGMT	\$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	\$4,780	ASSOC FOR INTELLIGENT INFORMATION MGMT (AIIM) INTL CONF (MARCH 2021) 1 STAFF \$3,000 ARMA CHAPTER MEETING 8 MTGS @ \$20 PER MTG (3 STAFF) \$480 CERTIFIED RECORDS MANAGER CERTIFICATION (CRM) \$650 (2 STAFF) \$1,300

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**EXPENDITURE JUSTIFICATION BY OBJECT**  
**ALL FUNDS - 2 YEARS** **2021-RECOMMENDED**  
 TRAVEL, TRAINING & SUBSISTENCE

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 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	\$12,810	INTERNATIONAL MUNICIPAL LAWYERS ASSOC. (1 PERSON) - OUT OF STATE \$2,000 OREGON CITY ATTORNEYS MUNICIPAL LAW CLE (5 PERSON) \$2,700 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) \$1,400 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 (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	\$170,000	TRAVEL AND SUBSISTENCE FOR ENTIRE DEPARTMENT (187.80 FTE) PROVIDES FOR CONTINUING EDUCATION AND TRAINING AND MAINTAINS INDIVIDUAL DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING (DPSST) STATE MANDATED POLICE CERTIFICATIONS. \$170,000
001-70-0654-10-321 ECONOMIC DEVELOPMENT PROGRAM	\$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	\$5,000	TRAVEL AND SUBSISTENCE FOR STAFF TO ATTEND CONFERENCES \$4,000 PROFESSIONAL TRAINING EXPENSES \$1,000

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**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
001-70-0661-10-321 DEPARTMENT ADMIN & SUPPORT	\$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	\$6,000	BUDGET INCREASE DUE TO NEW HR COST SHARE PROGRAM, DEI, AND INCREASES IN STAFF PROFESSIONAL ORGANIZATION CONFERENCES AND MEETINGS URBAN LAND INSTITUTE (ULI) FALL MEETING, SAN FRANCISCO, CA (1 STAFF X \$3,000) \$3,000 HUMAN RESOURCES TRAINING COST SHARE NW PUBLIC EMPLOYEES DIVERSITY CONF HR PRESENTED OPPORTUNITY (4 STAFF X \$125) \$500 TRAINING TO MEET WORK NEEDS AS IDENTIFIED THROUGHOUT THE YEAR MISCELLANEOUS TRAINING (8 STAFF) \$2,500
001-70-0662-10-321 DEVELOPMENT DIVISION	\$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	\$1,275	URBAN LAND INSTITUTE (ULI) EMERGING TRENDS \$525 MISCELLANEOUS PARKING AND REAL ESTATE TRAININGS AND WEBINARS \$750
001-70-0676-10-321 PLANNING DIVISION	\$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	\$6,510	OREGON AMERICAN PLANNING ASSOCIATION CONFERENCE IN VANCOUVER, WA (8 STAFF) \$2,000 LEGAL ISSUES IN PLANNING WORKSHOP (12 STAFF) \$1,560 PROFESSIONAL DEVELOPMENT AND TEAM BUILDING ASSESMENT \$1,200 PROJECT MANAGEMENT TRAINING FOR TWO STAFF (\$375) \$750 ASSORTED WEBINARS AND TRAININGS \$1,000
001-70-0701-10-321 SITE DEVELOPMENT DIVISION	\$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) \$1,150 STATE AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 STAFF AT \$1000 EA) \$2,000 NATIONAL APWA (1 STAFF) \$2,000	\$9,800	PROFESSIONAL DEVELOPMENT HOURS REQUIRED (10 STAFF AT \$400 EA) \$4,000 ODOT TRAINING CERTIFICATION (3 STAFF @ \$300 EA) \$900 EROSION CONTROL TRAINING (OR RETRAINING) (4 STAFF @ \$150 EA) \$600 STATE AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (1 STAFF @ \$1000 EA) \$1,000 PSU PM CERTIFICATION (NAOMI) \$3,300

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ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
001-70-0738-10-321 TRANSPORTATION PLANNING	\$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	\$4,925	ANNUAL MANAGEMENT TRAINING FOR PRINCIPAL TRANSPORTATION PLANNER \$500 FUNDAMENTALS OF PROJECT MANAGEMENT WORKSHOP FOR ONE STAFF \$375 NORTHWEST PUBLIC EMPLOYEES DIVERSITY CONFERENCE FOR TWO STAFF \$250 OREGON AMERICAN PLANNING ASSOCIATION (APA) CONFERENCE IN VANCOUVER, WA FOR FOUR STAFFS \$1,600 OREGON ACTIVE TRANSPORTATION SUMMIT FOR TWO STAFF \$700 PSU TRANSPORTATION AND COMMUNITIES SUMMIT FOR FOUR STAFF \$1,000 FORTH ELECTRIC VEHICLE ROADMAP CONFERENCE, PORTLAND FOR ONE STAFF \$500
001-72-0703-10-321 ENGINEERING MGMT SERVICES	\$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	\$12,700	6 - TRAVEL & TRAINING EXPENSES FOR TRAINING (WB, GJ, AL, CN, GH, PLS) \$4,200 3 - AUTODESK USERS GROUP INTERNATIONAL (\$300EA) (AL, WB, GJ) \$900 6 - CIVIL 3D TRAINING (WB, GJ, AL, CN, GH, PLS) \$2,000 2 - AWWWA, APWA CONFERENCES (AL, GH) \$2,000 6 - TRAINING AND CERTIFICATION (MUNICIPAL FORUMS, ODOT, CESCL, OSU SHORT COURSES) \$3,600
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	\$5,000	TRAINING ASSOCIATED WITH PESTICIDE APPLICATORS LICENSE AND VARIOUS IRRIGATION CLASSES. \$5,000
101-72-0735-10-321 TRAFFIC & TRANSPORTATION MGMT	\$4,000	TRAINING FEES AND TRAVEL RELATED TO TRAINING & PE, 1 TRANSPORTATION ENG) \$2,000 TRAVEL & TRAINING FOR NEW 1 FTE PROJ ENGINEER POSITION \$2,000	\$6,000	TRAINING FEES AND TRAVEL RELATED TO TRAINING & PE, 1 TRANSPORTATION ENG) \$4,000 TRAVEL & TRAINING FOR POJ ENGINEER POSITION IN ENGINEERING CAPITAL IMPROVEMENTS \$2,000

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**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
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 REGISTRATION \$1,000 3 - APWA - CONFERENCE NEWPORT REGISTRATION \$750 & T&S \$1,500) \$2,250	\$7,400	4 - APWA - CONFERENCE BEND 3 NIGHT STAY (REGISTRATION \$350 & T&S \$450 EACH) \$3,200 5 - NW PAVEMENT MGMT ASSOC REGISTRATION REGISTRATION \$1,000 4 - APWA - CONFERENCE NEWPORT REGISTRATION \$350 & T&S \$450 EACH) \$3,200
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	\$3,800	TRAINING ASSOCIATED WITH FIBER OPTICS, TRAFFIC SIGNALS, MUTCD, O.D.O.T. TRAFFIC SIGNALS ELECTRICAL CODE CLASSES IMSA CERTIFICATIONS \$3,800
101-85-0775-10-321 URBAN FORESTRY	\$7,100	REQUIRED TRAINING ASSOCIATED WITH ARBORIST CERTIFICATIONS AND PESTICIDE APPLICATORS LICENSE. \$7,100	\$7,200	REQUIRED TRAINING ASSOCIATED WITH ARBORIST CERTIFICATIONS AND PESTICIDE APPLICATORS LICENSE. \$7,200
101-85-0811-10-321 STREET LIGHTING & MAINTENANCE	\$1,000	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN \$1,000	\$3,000	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN TRAINING ASSOCIATED WITH ONE EMPLOYEE TO TAKE SUPERVISING ELECTRICAL LICENSE EXAM \$3,000
105-70-0664-10-321 BLDG DIVISION ADMINISTRATION	\$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)	\$27,704	ALL TRAVEL, TRAINING & SUBSISTENCE OBOA ANNUAL BUSINESS MEETING, INCLUDES REQUIRED CONTINUING ED CREDITS \$3,725 (REGISTRATION AND TRAVEL FOR 5 STAFF) CERTIFICATION AND PROFESSIONAL LICENSE MAINTENANCE FOR CERTIFIED STAFF \$17,235 (REGISTRATION AND TRAVEL FOR 18 CERTIFIED STAFF) PERMIT TECHNICIAN TRAINING \$915 (REGISTRATION AND TRAVEL FOR 3 PERMIT TECHNICIANS) OBOA QUARTERLY BUSINESS MEETINGS \$1,325 (REGISTRATION AND TRAVEL FOR 4 STAFF) BUILDING/MECHANICAL INSPECTOR TRAINING COURSE (REGISTRATION AND TRAVEL FOR 1 STAFF) \$750 STATE CODE CHANGE, REQUIRED CLASSES (REGISTRATION AND TRAVEL) \$3,754

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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
105-70-0668-10-321 ELECTRICAL PLAN REVIEW & INSP	\$3,873	ALL TRAVEL, TRAINING & SUBSISTENCE TOTAL \$3,873 TRAINING, TRAVEL, FOOD AND LODGING & CERTIFIED STAFF) IAEI CODE CONFERENCE (3 STAFF) BUILDING/MECHANICAL AND/OR PLUMBING INSPECTOR TRAINING COURSE (2 STAFF)	\$6,858	ALL TRAVEL, TRAINING & SUBSISTENCE TOTAL CERTIFIED ELECTRICAL STAFF TRAINING \$2,085 (REGISTRATION FOR 8 CERTIFIED STAFF) IAEI OREGON CHAPTER CONFERENCE \$1,164 (REGISTRATION AND TRAVEL FOR 3 STAFF) IAEI TRI-CHAPTER AND EDUCATIONAL INSTITUTE, BOISE ID (REGISTRATION AND TRAVEL FOR 1 STAFF) BUILDING/MECHANICAL AND/OR PLUMBING INSPECTOR TRAINING COURSE (2 STAFF) \$3,609
106-70-0611-10-321 ADMINISTRATION	\$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	\$4,150	TWO NATIONAL CDBG TRAINING CONFERENCES FOR THE PROJECT COORDINATOR AND REGIONAL \$4,150 CONFERENCE AND TRAINING FOR THE PROJECT COORDINATOR AND PROGRAM COORDINATOR
107-20-0528-10-321 ARTS PROGRAM	\$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	\$7,500	ARTS PROGRAM WORKSHOPS AND TRAININGS - ALL STAFF \$750 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 NORTHWEST PUBLIC EMPLOYEES DIVERSITY CONFERENCE - 3 STAFF \$450 PACIFIC NW PUBLIC ART ADMINISTRATORS CONFERENCE \$300
107-20-0802-10-321 PRCA FACILITY DEVELOPMENT	\$18,000	TRADE CONFERENCES, TRAVEL TO OTHER FACILITIES \$18,000	\$0	TRADE CONFERENCES, TRAVEL TO OTHER FACILITIES
111-85-0811-10-321 STREET LIGHTING & MAINTENANCE	\$0	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN.	\$0	TRAINING ASSOCIATED WITH ELECTRICAL LICENSE RENEWAL AND STREET LIGHTING DESIGN.

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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
115-35-0551-10-321 LIBRARY ADMINISTRATION	\$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	\$25,925	ALL-STAFF INSERVICE DAY PRESENTERS, SUPPLIES AND GENERAL SUPPORT \$2,500 SAFETY AND SECURITY TRAININGS FOR LIBRARY STAFF \$1,250 EQUITY DIVERSITY AND INCLUSION TRAININGS FOR LIBRARY STAFF \$1,250 SUPPLIES FOR ON-CALL STAFF MEETINGS & TRAINING \$200 SUPPLIES FOR ALL-STAFF MEETINGS \$800 SUPPLIES FOR DIVISION RETREATS \$1,850 OTHER TRAININGS AND WEBINARS THROUGHOUT THE YEAR \$3,000 7 STAFF TO ATTEND OREGON LIBRARY ASSOCIATION CONFERENCE IN SALEM, OR \$5,950 12 STAFF TO ATTEND SUPPORT STAFF CONFERENCE \$1,800 1 STAFF TO ATTEND LIBRARY MARKETING CONFERENCE \$2,500 1 STAFF TO ATTEND LEADERSHIP BEAVERTON \$1,000 2 STAFF TO ATTEND OREGON LIBRARY ASSOCIATION LEADERSHIP ACADEMY \$2,000 5 STAFF TO ATTEND NW PUBLIC EMPLOYEES DIVERSITY CONFERENCE \$625 3 STAFF TO ATTEND REFORMA CONFERENCE IN PORTLAND \$1,200
115-35-0559-10-321 LIBRARY TRUST	\$0		\$0	NO APPROPRIATION REQUESTED
501-20-0545-10-321 UTILITY BILLING & COLLECTIONS	\$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	\$1,375	SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOCIATION SPRING CONFERENCE GOVERNMENT FINANCE OFFICERS ASSOC. GAAP UPDATE OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE OREGON SOCIETY OF CPAS - GOVERNMENTAL ACCTG & AUDITING CONFERENCE OTHER TRAINING & MILEAGE TO MEET CPA LICENSE REQUIREMENT CUSTOMER SERVICE STAFF TRAINING OREGON SOCIETY OF CPAS - ETHICS TOTAL \$1375 \$1,375

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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
501-72-0740-10-321 ENTERPRISE MGMT & ADMIN	\$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 (DV) \$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	\$19,700	1 - TRAINING FOR WATER DIST 1 PROFESSIONAL DEV HOURS (BB) \$900 1 - PROFESSIONAL ENG/PROF LAND SURVEYOR/WATER RIGHTS (PRINCIAL ENG) \$1,000 6 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500 EA) (5 PE, 1 SPECIALIST) \$9,000 2 - APWA CONFERENCE AND TECHNICAL TRAINING\$2,000 1 - TRAINING FOR SANITARY CERT PROFESSIONAL DEV HOURS (DV) \$900 DEPARTMENTAL PROFESSIONAL DEVELOPMENT\$2,500 1 - TRAINING FOR ASSOCIATE ENGINEER \$1,000 FOR NEW PROJ ENGR 2 POSITION: APWA CONF AND TECHNICAL ENGINEER TRAINING \$2,400
501-85-0742-10-321 WATER SYSTEM DISTRIBUTION	\$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	\$15,910	TRAVEL AND SUBSISTENCE NEEDED TO SUPPORT TRAINING HOTEL AND MEAL EXPENSES \$4,000 TRAINING REGISTRATION FEES FOR WATER RECERTS 4 @500/EA) \$2,000 TRAINING REGISTRATION FEES FOR CROSS CONNECTION RECERTS TESTERS(2@550 & SPEC 2@255) \$1,610 MANAGEMENT TRAINING AWWA 2@500) \$1,000 CITYWORKS CONFERENCE \$1,500 AWWA MANAGEMENT INST. REG AND ALL EXPENSE FOR TWC \$3,200 DEPARTMENTAL PROFESSIONAL DEVELOPMENT\$2,600
501-85-0743-10-321 WATER SYSTEM QUALITY	\$11,990	MANAGER, SUPERVISOR, LEAD PNWAWWA CONFERENCE-REG, LODGING, TRANS. \$4,200 AWWA SHORT SCHOOL TRAINING 6 @ \$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	\$14,750	MANAGER, SUPERVISOR, LEAD PNWAWWA CONFERENCE-REG, LODGING, TRANS. (ORLANDO FL.) \$4,200 AWWA SHORT SCHOOL TRAINING 6 @ \$250/EACH) \$1,500 AWWA WEBINAR\$1,000 TECHNICAL TRAINING SEMINAR ON INSTRUMENTATION 4 @500) \$2,000 OREGON ASSOCIATION OF WATER UTILITIES CONFERENCE (2@\$320/EACH) \$640 RECERT CROSS CONN SPECIALIST AND TESTER TRAINING (2@\$255/EA & 2@\$550/EA) \$1,610 PNWS-AWWA 2 @\$1900/EACH) - (BOISE IDAHO) \$3,800

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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
502-20-0545-10-321 UTILITY BILLING & COLLECTIONS	\$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	\$1,375	SPLIT BETWEEN WATER, SEWER AND STORM DRAIN FUNDS: OREGON GOVERNMENT FINANCE OFFICERS ASSOC- SPRING CONFERENCE GOVERNMENT FINANCE OFFICERS ASSOC - GAAP UPDATE OREGON SOCIETY OF CPAS - GOVERNMENTAL ACCTG & AUDITING CONFERENCE OREGON SOCIETY OF CPAS - ETHICS OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE OTHER TRAINING & MILEAGE TO MEET CPA LICENSE REQUIREMENT CUSTOMER SERVICE STAFF TRAINING TOTAL \$1,375
502-72-0740-10-321 ENTERPRISE MGMT & ADMIN	\$10,063	TRAVEL EXPENSES FOR CIVIL3D 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	\$7,300	3 - OSBEELS SYMPOSIUM (2 PROJ ENGINEERS AND CITY ENGINEER) (SD, TW, AND CITY ENG) \$300 2 - AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 PE) (PE1, CITY ENGINEER) \$3,000 2 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE) (SD, CITY ENG) \$3,000 1 - TRAINING FOR ASSOCIATE ENGINEER \$1,000
502-85-0753-10-321 SEWER SYSTEM MAINTENANCE	\$10,663	4 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE @ \$225/EA \$900 2 - FALL AWWA CONFERENCE WITH3 NIGHT STAY \$700 REGISTRATION + \$1000 T&S) \$1,700 4 - SPRING AWWA CONFERENCE WITH3 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	\$8,625	4 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE @ \$225/EA \$900 2 - FALL AWWA CONFERENCE WITH3 NIGHT STAY \$700 REGISTRATION + \$1000 T&S) \$1,700 4 - SPRING AWWA CONFERENCE WITH3 NIGHT STAY \$1400 REGISTRATION + \$2000 T&S) \$3,400 PACP USER CONFERENCE @ \$800 EACH \$800 3 - JET RODDER REFRESHER @ \$275 EACH \$825 DEPARTMENTAL PROFESSIONAL DEVELOPMENT\$1,000
502-85-0757-10-321 SEWER SYSTEM CONSTRUCTION	\$1,800	1 - AWWA CONFERENCE REDMOND WITH3 NIGHT STAY \$250 REGISTRATION + \$400 T&S) \$550 1 - VACTOR TRAINING \$500 1 - AWWA CONFERENCE NEWPORT WITH3 NIGHT STAY \$250 REGISTRATION + \$500 T&S) \$750	\$2,100	WITH ADDITION OF LEAD POSITION- 4 TOTAL TEAM MEMBERS 1 - APWA CONFERENCE REDMOND WITH3 NIGHT STAY \$350 REGISTRATION + \$450 T&S) \$800 1 - VACTOR TRAINING \$500 1 - APWA CONFERENCE NEWPORT WITH3 NIGHT STAY \$350 REGISTRATION + \$450 T&S) \$800

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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
513-20-0545-10-321 UTILITY BILLING & COLLECTIONS	\$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	\$1,375	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 GOVERNMENT FINANCE OFFICERS ASSOC - GAAP UPDATE OREGON SOCIETY OF CPAS - GOVERNMENT ACCTG & AUDITING CONFERENCE OREGON SOCIETY OF CPAS - ETHICS OREGON SOCIETY OF CPAS - WINTER GOVERNMENT CONFERENCE OTHER TRAINING AND MILEAGE TO MEET CPA LICENSE REQUIREMENT CUSTOMER SERVICE STAFF TRAINING TOTAL \$1,375
513-72-0740-10-321 ENTERPRISE MGMT & ADMIN	\$1,500	PROFESSIONAL DEVELOPMENT (TRAINING) TO MAINTAIN CIVIL ENGINEERING LICENSE DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,000 TRAINING FOR ASSOCIATE ENGINEER \$500	\$2,500	PROFESSIONAL DEVELOPMENT (TRAINING) TO MAINTAIN CIVIL ENGINEERING LICENSE \$1,500 TRAINING FOR ASSOCIATE ENGINEER \$1,000
513-85-0734-10-321 STORM DRAINAGE MAINTENANCE	\$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	\$9,775	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 2 - VACTOR TRAINING @ \$275 \$550 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,300
513-85-0739-10-321 STORM DRAINAGE CONSTRUCTION	\$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	\$2,100	WITH ADDITION OF LEAD POSITION- 4 TOTAL TEAM MEMBERS 1 - APWA CONFERENCE REDMOND WITH 3 NIGHT STAY \$350 REGISTRATION + \$450 T&S \$800 1 - VACTOR TRAINING \$500 1 - APWA CONFERENCE NEWPORT WITH 3 NIGHT STAY \$350 REGISTRATION + \$450 T&S \$800

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

**2021-RECOMMENDED**

**TRAVEL, TRAINING & SUBSISTENCE**

ACCOUNT	2020 Amount	2020 Justifications	2021 Amount	2021 Justifications
605-85-0681-10-321 MANAGEMENT SERVICES(OPERATION)	\$5,000	NWPMA CPAWC CWS TRAINING APWA CONFERENCE ODOT - HMAC INSPECTION RECERT DEPARTMENT HEAD RETREAT MANAGEMENT ANALYST TRAVEL PUBLIC WORKS DIRECTOR TRAVEL \$5,000	\$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	\$1,500	PUBLIC RISK MGT ASSOC REGIONAL CONFERENCE \$350 OSHA CONFERENCE \$200 CIS CONFERENCE \$200 LODGING \$500 MISC CONF EXPENSE/ARM CLASS \$250	\$1,500	PUBLIC RISK MGT ASSOC REGIONAL CONFERENCE \$300 OSHA CONFERENCE \$200 CIS CONFERENCE \$200 LODGING \$300 MISC CONF EXPENSE/ARM CLASS \$500
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	\$5,525	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	\$0	MOVED TO 903 FUND
903-95-0694-10-321 BURA PROGRAM AND ACTIVITIES	\$0		\$6,000	URBAN LAND INSTITUTE (ULI) MEETINGS, FALL OR SPRING, 2 STAFF (2 X \$3,000) \$6,000 ULI FALL MEETING, SAN FRANCISCO, CA ULI SPRING MEETING, DENVER, CO
<b>TOTAL</b>	<b>\$778,130</b>		<b>\$666,626</b>	