

FY 2025 Departmental Training & Travel Summary

					Travel Costs/44-01			Total Est. Cost	Justification
Department	Training/Travel Description	Staff Position Title (#s Attending)	Training Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost		
Legislative	FL Assoc of City Clerks Fall Academy	Deputy City Clerk	Lake Mary	425	0	636	269	1,330	Continuing education for Master Municipal Clerk
City Manager's Office	FCCMA Fall Symposium Fall - November 2024 - FY 25	CM/DCM	TBD	200	0	200	150	550	The Symposium is held each year in the fall. It is a one-day workshop focused on one topic such as ethics. Estimated for 1 day of hotel fare and travel expenses.
City Manager's Office	FCCMA Fall Symposium Fall - November 2024 - FY 25	Deputy City Manager	TBD	200	0	200	150	550	The Symposium is held each year in the fall. It is a one-day workshop focused on one topic such as ethics. Estimated for 1 day of hotel fare and travel expenses.
City Manager's Office	FLC Legislative Conference {Nov. - Dec.2024 - FY 25}	CM/DCM	Embassy Suites Orlando, Lake Buena Vista South, FL	400	0	600	150	1,150	This conference offers municipal officials and senior staff an opportunity where local voices come together to identify the biggest challenges facing Florida's cities and protect their right to make local choices that are best for their communities. Estimated for 3 nights and 3 days of hotel cost and travel expenses
City Manager's Office	FLC Legislative Conference {Nov. - Dec.2024 - FY 25}	CM/DCM	Embassy Suites Orlando, Lake Buena Vista South, FL	400	0	600	150	1,150	This conference offers municipal officials and senior staff an opportunity where local voices come together to identify the biggest challenges facing Florida's cities and protect their right to make local choices that are best for their communities. Estimated for 3 nights and 3 days of hotel cost and travel expenses
City Manager's Office	FLC Legislative Action Days Conference {Jan - Feb 2025}	CM/DCM	Tallahassee, FL - TBD	75	0	1,200	250	1,525	The Florida League of Cities Legislative Action Days allow participants to meet with state lawmakers on an array of important issues and discuss upcoming proposed legislation. Estimated for 4 nights of hotel fare and 4 days of travel expenses.
City Manager's Office	FLC Legislative Action Days Conference {Jan - Feb 2025}	Deputy City Manager	Tallahassee, FL - TBD	75	0	1,200	250	1,525	The Florida League of Cities Legislative Action Days allow participants to meet with state lawmakers on an array of important issues and discuss upcoming proposed legislation. Estimated for 4 nights of hotel fare and 4 days of travel expenses.
City Manager's Office	FCCMA Winter Institute {1/30/25 - 1/31/25}	CM/DCM	Sheraton Sand Key Resort, 1160 Gulf Blvd, Clearwater Beach FL	300	0	350	100	750	Interactive conference for FCCMA full members. It is limited to 90 FCCMA members and 10 corporate attendees. It is designed to be an intense, interactive workshop for Florida's city and county managers and assistants. Estimated cost for 2 nights and 2 days of travel expenses
City Manager's Office	FCCMA Winter Institute {1/30/25 - 1/31/25}	Deputy City Manager	Sheraton Sand Key Resort, 1160 Gulf Blvd, Clearwater Beach FL	300	0	700	170	1,170	Interactive conference for FCCMA full members. It is limited to 90 FCCMA members and 10 corporate attendees. It is designed to be an intense, interactive workshop for Florida's city and county managers and assistants. Estimated cost for 2 nights and 2 days of travel expenses
City Manager's Office	Washington DC Lobbying {early Feb}	CM/DCM	Washington, DC	0	700	1,410	390	2,500	Lobbying of our Federal Legislative Priorities. Meet with US Senate Representatives to discuss the City's upcoming Federal Legislative Priorities.

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City Manager's Office	National League of Cities Congressional City Conference (NLC) {May 2025}	CM/DCM	Washington, DC	700	550	1,600	550	3,400	The National League of Cities Congressional City Conference (CCC) brings local leaders from around the country to Washington, DC to strategically and effectively position local priorities into the national conversation; and provides them with the necessary tools and connections to help build a brighter future for our nation's cities, towns and villages. Meet with influential federal decisionmakers, learn about critical new programs, and discover the tools to further support and protect your community. City Council requested City Manager's Office attendance for FY23, so budgeting for FY25.
City Manager's Office	FCCMA Annual Conference {May/June 2025}	City Manager	TBD (2023 & 2024 in Orlando)	625	0	600	250	1,475	The conference provides educational seminars and networking opportunities to meet and interact with other local government officials from around the state, while allowing an opportunity to showcase new products and services. Estimated cost for 3 night hotel fare and 3 days of travel expenses
City Manager's Office	FCCMA Annual Conference {May/June 2025}	Deputy City Manager	TBD (2023 & 2024 in Orlando)	625	0	600	250	1,475	The conference provides educational seminars and networking opportunities to meet and interact with other local government officials from around the state, while allowing an opportunity to showcase new products and services. Estimated cost for 3 night hotel fare and 3 days of travel expenses
City Manager's Office	FCCMA Annual Conference {May/June 2025}	Deputy City Manager	TBD (2023 & 2024 in Orlando)	625	0	600	250	1,475	The conference provides educational seminars and networking opportunities to meet and interact with other local government officials from around the state, while allowing an opportunity to showcase new products and services. Estimated cost for 3 night hotel fare and 3 days of travel expenses
City Manager's Office	FLC Annual Conference {August 2025}	CM/DCM	TBD	600	0	675	550	1,825	This conference offers municipal officials and senior staff an opportunity to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and hear about the latest in products and services for municipal governments. The agenda also offers discussions of the Legislative Action Agenda. Estimated for 3 nights and 4 days of hotel cost and travel expenses.
City Manager's Office	FLC Annual Conference {August 2025}	DCM	TBD	600	0	675	550	1,825	This conference offers municipal officials and senior staff an opportunity to enhance leadership skills, learn from municipal experts, share ideas with peers, discuss strategies for Florida's future and hear about the latest in products and services for municipal governments. The agenda also offers discussions of the Legislative Action Agenda. Estimated for 3 nights and 4 days of hotel cost and travel expenses.

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City Manager's Office	ICMA Annual Conference {September 2025}	CM/DCM	TBD	800	400	1,250	400	2,850	ICMA will bring local government professionals together for unparalleled leadership and professional development, networking, and best-in-class programming while offering educational sessions, impactful keynote speakers, a robust exhibit hall, and unique networking opportunities. With nearly 200 education sessions, discussions, keynotes, game changer speakers, micro-certifications, mobile workshops and product theaters, there will be plenty of opportunities to learn from your peers, industry professionals. Estimating for up to 5 nights with roundtrip airfare.
City Manager's Office	ICMA Annual Conference {September 2025}	CM/DCM	TBD	800	400	1,250	400	2,850	ICMA will bring local government professionals together for unparalleled leadership and professional development, networking, and best-in-class programming while offering educational sessions, impactful keynote speakers, a robust exhibit hall, and unique networking opportunities. With nearly 200 education sessions, discussions, keynotes, game changer speakers, micro-certifications, mobile workshops and product theaters, there will be plenty of opportunities to learn from your peers, industry professionals. Estimating for up to 5 nights with roundtrip airfare.
City Manager's Office	FCCMA Board of Directors Meetings {8/23/24 {FY24}, 1/26/25, 5/28/25}	CM	1/26/25: Sheraton Sand Key Resort, 1160 Gulf Blvd, Clearwater Beach FL. 5/16/25: Rosen Shingle Creek, 9939 Universal Blvd, Orlando FL.	0	0	1,580	TBD	1,580	City Manager Suzanne Sherman has been nominated and accepted as a FCCMA Board Member. As a member, you must have all board members present for certain board meetings throughout the year. Three are noted as in person: Sarasota on August 23, 2024 {FY24 funds}, Clearwater on January 26, 2025, the day before the FCCMA Winter Institute conference, one night hotel stay estimated at \$330 plus per diem; and Orlando on May 16, 2025, at the beginning of the FCCMA Annual Conference, adding one night stay onto the conference attendance at \$330 plus per diem. Two board meetings are noted as virtual so should incur no charge. There will be no cost for attendance to any board meeting, only travel/lodging/per diem as needed.
City Manager's Office	Florida PIO Symposium and Advanced PIO Skills Workshop- January 2025	Public Information Officer	Ocean Center Daytona Beach, 101 N. Atlantic Ave., Daytona Beach 32118 - Room 101B (1 hour 32 min drive)	200	112	456	150	918	The FAPIO Advanced PIO Skills Workshop was developed by FEMA Master PIOs to better prepare the PIO for handling all facets of public information for a variety of situations, from high profile incidents to managing internal and external crises. It will also better prepare the PIO for meeting the many challenges encountered in the intensive, week-long FEMA Advanced PIO Program. This is a dynamic workshop that is updated with new material and nationally recognized, guest instructors every year, so repeat participation is encouraged.

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City Manager's Office	Florida PIO Symposium and PIO Skills Workshop- January 2025	Community Information Coordinator	Ocean Center Daytona Beach, 101 N. Atlantic Ave., Daytona Beach 32118 Room 101B (1 hour 32 min drive)	200	112	456	150	918	The FAPIO Advanced PIO Skills Workshop was developed by FEMA Master PIOs to better prepare the PIO for handling all facets of public information for a variety of situations, from high profile incidents to managing internal and external crises. It will also better prepare the PIO for meeting the many challenges encountered in the intensive, week-long FEMA Advanced PIO Program. This is a dynamic workshop that is updated with new material and nationally recognized, guest instructors every year, so repeat participation is encouraged.
City Manager's Office	Florida PIO Symposium and PIO Skills Workshop- January 2025	Community Information Coordinator	Ocean Center Daytona Beach, 101 N. Atlantic Ave., Daytona Beach 32118 Room 101B (1 hour 32 min drive)	200	112	456	150	918	The FAPIO Advanced PIO Skills Workshop was developed by FEMA Master PIOs to better prepare the PIO for handling all facets of public information for a variety of situations, from high profile incidents to managing internal and external crises. It will also better prepare the PIO for meeting the many challenges encountered in the intensive, week-long FEMA Advanced PIO Program. This is a dynamic workshop that is updated with new material and nationally recognized, guest instructors every year, so repeat participation is encouraged.
City Manager's Office	Government Social Media Conference- March 2025	Public Information Officer	TBD	795	400	600	200	1,995	GSMCON is the best learning experience for people who work in government social media. Attendees will learn skills for managing public sector social media, solve challenges together and will have unparalleled opportunities to network with agencies across the country. The conference lasts 3 full days, so includes an estimated cost of 3 days of hotel fare and 4 days transportation costs.
City Manager's Office	Government Social Media Conference- March 2025	Community Information Coordinator	TBD	795	400	600	200	1,995	GSMCON is the best learning experience for people who work in government social media. Attendees will learn skills for managing public sector social media, solve challenges together and will have unparalleled opportunities to network with agencies across the country. The conference lasts 3 full days, so includes an estimated cost of 3 days of hotel fare and 4 days transportation costs.

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City Manager's Office	National Information Officers Association Annual Conference 2025	Public Information Officer	TBD	625	200	600	250	1,675	The National Information Officers Association (NIOA) Training Conference is one of the best ways to build capacity within our agencies. By joining NIOA, and attending the annual training conference, our PIOs can learn from real-life case examples, adopt best practices, and build a network of fellow PIOs. This will greatly benefit our day-to-day operations and crisis response efforts, as well as solidify and build trust in our communities. NIOA provides training and professional development opportunities that will help our PIOs develop the skills and expertise needed to effectively communicate with the public during both routine and emergency situations. NIOA also offers resources to help our PIOs stay current with the latest trends and best practices in public information and crisis communication.
City Manager's Office	3CMA Annual Conference 2025	Public Information Officer	TBD	645	400	800	250	2,095	For three exciting days, we'll delve into the strategies and technologies that drive successful local government communication. From traditional media to a myriad of social platforms, from cutting-edge innovations like AI-powered chatbots to tried-and-true print materials, crisis communications, we'll cover it all
City Attorney's Office	Eminent Domain	Deputy City Attorney	Tampa, FL	1,050	185	579	115	1,929	Training in eminent domain, takings, exactions and Bert J. Harris Acts. Updates on current cases and statutes.
City Attorney's Office	Eminent Domain	City Attorney	Tampa, FL	1,050	185	579	115	1,929	Training in eminent domain, takings, exactions and Bert J. Harris Acts. Updates on current cases and statutes.
City Attorney's Office	Land Use and City, County, Local Government (CCLG)	Deputy City Attorney	TBD	1,000	183	390	87	1,660	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
City Attorney's Office	Florida Municipal Attorney's Association (FMAA)	Deputy City Attorney	TBD	500	268	675	200	1,643	Provides training and education on laws and cases affecting municipalities.
City Attorney's Office	Land Use Law	Deputy City Attorney	TBD	1,005	0	2,103	106	3,214	Training land use and zoning- case law, statutes, quasi-judicial hearings.
City Attorney's Office	Florida Bar Conference	Deputy City Attorney	TBD	250	0	300	60	610	Florida Bar committee meetings and CLEs.
City Attorney's Office	Florida Association of Police Attorney's Seminar (FAPA)	Deputy City Attorney	TBD	300	120	269	166	855	Legal updates on immunities, civil rights laws, other constitutional claims, forfeiture and state law that impact law enforcement.
City Attorney's Office	Section 1983 Conference	Deputy City Attorney	Chicago, IL	550	375	500	138	1,563	Training Section 1983 case law, motion practice and trial tips
City Attorney's Office	Land Use Law	Deputy City Attorney	Tampa, FL	1,005	165	2,403	106	3,679	Training land use and zoning- case law, statutes, quasi-judicial hearings.
City Attorney's Office	Land Use and City, County, Local Government (CCLG)	Deputy City Attorney	TBD	1,000	183	390	90	1,663	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
City Attorney's Office	Annual Public Employment Labor Relation Forum	City Attorney	TBD	595	100	300	90	1,085	Provides necessary training and education on labor and employment laws including FMLA, ADA, ACA, FLSA, and litigating before PERA- PERC and EEOC.

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City Attorney's Office	Land Use and City, County, Local Government (CCLG)	City Attorney	TBD	1,000	183	390	90	1,663	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
City Attorney's Office	Florida Municipal Attorney's Association (FMAA)	City Attorney	TBD	500	268	675	200	1,643	Provides training and education on laws and cases affecting municipalities.
City Attorney's Office	International Municipal Lawyers Association Annual Conference	City Attorney	TBD	700	400	800	200	2,100	conference provides education on legal issues facing municipal attorneys including labor and employment, land use, code and consitutional issues.
City Attorney's Office	Land Use Law	City Attorney	Tampa, FL	1,005	165	2,103	106	3,379	Training land use and zoning- case law, statutes, quasi-judicial hearings.
City Attorney's Office	Land Use and City, County, Local Government (CCLG)	Chief Deputy City Attorney	TBD	1,000	0	700	90	1,790	Provides training and education on laws and cases affecting municipalities.
City Attorney's Office	Florida Municipal Attorney's Association (FMAA)	Chief Deputy City Attorney	TBD	500	268	675	200	1,643	Land use seminar provides training and education on quasi-judicial hearings, land use litigation and land use regulations. The CCLG conference covers major cases and laws affecting local governments.
Procurement	FAPPO Annual Conference	Procurement Agent	Orlando, Florida	400	0	1,000	150	1,550	FAPPO Annual Conference - 3 days, 14+ CEUs
Procurement	FAPPO Annual Conference	Procurement Agent	Orlando, Florida	400	0	1,000	150	1,550	FAPPO Annual Conference - 3 days, 14+ CEUs
Procurement	FAPPO Annual Workshop	Procurement Agent	Tampa, Florida	155	0	200	75	430	FAPPO Fall Workshop - Renaissance Tampa
Procurement	FAPPO Annual Workshop	Procurement Agent	Tampa, Florida	155	0	200	75	430	FAPPO Fall Workshop - Renaissance Tampa
Procurement	Training/Travel Description	CPO or designee	TBD, Colorado	1,000	600	1,200	260	3,060	NIGP National Conference on Procurement
Procurement	Bank of America P-Card Conference	P-Card Admin or designee	TBD, Florida	0	200	750	210	1,160	Bank of America P-Card Conference
Finance	FGFOA Annual Conference	2 Assistant Finance Directors	Diplomat Beach Resort - Hollywood, FL	1,000	0	1,200	490	2,690	To provide training on governmental finance and budgeting topics to maintain CGFO certification.
Finance	FGFOA Annual Conference	Chief Accountant	Diplomat Beach Resort - Hollywood, FL	500	0	600	245	1,345	To provide training on governmental finance and budgeting topics to maintain CGFO certification.
Information Technology	Microsoft HQ TechMentor (Date: August 4-8, 2025)	IT Support Specialist	Microsoft Headquarters - Redmond, WA	2,830	1,956	2,000	600	7,386	This training will provide our Help Desk team with new knowledge about software and hardware, along with strategies to better manage IT Solutions.
Information Technology	FLGISA Winter (Feb 4-6-2025)	IT Director, Net Ops Mgr, TBD (5)	Embassy Suites Orlando, Lake Buena Vista South, FL	1,960	0	3,024	770	5,754	Technologies/Florida Government Networking Opportunities
Information Technology	ISAC Annual Mtg (4 days, June 2025)	Network Mgr, Sr Info Sec Analyst, Info Sec Analyst	Orlando, FL	300	150	2,400	330	3,180	Cybersecurity Training
Information Technology	FLGISA Summer (4 days, July 21-24, 2025)	IT Director, Net Ops Mgr, TBD (6)	Hilton Orlando Bonnet Creek	3,200	0	6,000	880	10,080	Technology/Florida Government Annual Conference
Human Resources	Florida Public EE Labor Relations	HR Director, HR Manager, Employee Relations Specialist & Fiscal & Compensation Specialist	Orlando, FL	1,800	0	1,050	828	3,678	Certification Renewal Training/Latest Code Changes
Human Resources	Florida Public HR Association	HR Director, HR Manager, Benefits Manger, (5) Generalists/Specialists	TBD	3,400	0	2,160	1,656	7,216	Certification Renewal Training/Latest Code Changes
Building	IAEI Conference	Deputy Building Official	Daytona Beach FL	500	0	600	276	1,376	Certification Renewal Training/Latest Code Changes
Building	FI Assoc Code Enforcement	Building Code Compliance x 4	Orlando or TBD	2,267	0	2,000	1,333	5,600	Certification Renewal Training/Latest Code Changes
Building	Building Officials Assoc of Conference	Chief & Deputy Building Official	Orlando or TBD	1,200	0	1,100	600	2,900	Certification Renewal Training/Latest Code Changes
Building	BCAIB Meeting	Chief Building Official & Inspector	Fernandina Beach or TBD	0	0	400	120	520	Building Inspector License Board Meeting
Building	BCAIB Meeting	Chief Building Official & Inspector	Safety Harbor	0	0	400	120	520	Building Inspector State License Board Meeting

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Building	BCAIB Meeting	Chief Building Official & Inspector	Tampa	0	0	400	120	520	Building Inspector State License Board Meeting
Building	BCAIB Meeting	Chief Building Official & Inspector	Gainesville	0	0	400	120	520	Building Inspector State License Board Meeting
Building	Association Flood Plain Managers Conference	Chief Building Official or Deputy Building Official	Sandestin, FL	500	0	1,200	380	2,080	Certification Renewal Training/Latest Code Changes
Growth Management	FACE Courses	Code Officers (6)	Florida	2,600	0	3,000	1,000	6,600	\$1000 per officer, obtain additional certifications
Growth Management	FACE Conference	Code Division Manager	Florida	600	0	600	200	1,400	Yearly conference for updates on Code Compliance
Growth Management	FAPA Conference	Planners (4)	Florida	2,080	0	2,000	800	4,880	Annual conference, AICP certification CM credits
Growth Management	FPZA Conference	Planners (2)	Florida	1,100	0	1,000	400	2,500	Annual conference, AICP certification CM credits
Growth Management	ASFPM	Flood Plain Manager	Online Test/offsite training	185	0	1,000	500	1,685	Test prep and certification
Growth Management	IAAP	Senior Planning Specialist	Online course	200	0	0	0	200	Training
Comm. Econ. Dev. (CED)	Florida Housing Coalition Annual Conference	Housing Administrator (1) Senior Housing Specialist (1)	Florida (City TBD)	990	0	770	300	2,060	FHC Annual Conference is the 2025 Conference location has not been published yet, travel is based on previous FHC conferences attended by staff.
Comm. Econ. Dev. (CED)	Florida Community Development Association	Housing Administrator (1) Senior Housing Specialist (1)	Florida (City TBD)	1,000	0	2,700	300	4,000	This conference will be for staff to gain knowledge regarding CDBG, HOME and some SHIP updates to programmic requirements. 2025 Conference city has not been published yet, travel is based on previous conferences attended by staff.
Comm. Econ. Dev. (CED)	National Community Development Association	Housing Administrator (1)	Washington DC	700	2,000	1,000	300	4,000	NCDA Annual Winter Conference location is in Washington DC. Travel is based on previous conferences attended by staff. 2025 Conference location has not been published vet.
Comm. Econ. Dev. (CED)	International Economic Development Council (IEDC) Annual Conference	Economic Development Manager (1)	TBD	1,200	700	1,200	300	3,400	The IEDC's Annual Conference is the pinnacle event of the year for economic developers, and is the largest gathering of professionals and stakeholders from around the world. The conference focuses on creative economic development strategies, tourism, arts and culture, transportation and technology, thereby offering staff numerous networking opportunities to explore industry trends and the develop partnerships and strategies needed to grow, diversify, and retain businesses and industries in Palm Bay. IEDC Annual Conference has been attended on an annual basis by ED staff. 2025 Conference location has not been published yet, travel is based on previous IEDC conferences attended by staff.
Comm. Econ. Dev. (CED)	FL Association of Business Tax Officials (FABTO) Annual Conference	Customer Account Specialist (2)	Florida (City TBD)	900	200	2,000	600	3,700	This conference will be to obtain training required to become certified as an official in the area of Business Tax Receipts. Staff will gain knowledge regarding the latest regulations and practices pertaining to granting and processing business licenses on behalf of the City. FABTO Conference has been attended on an annual basis by BTR staff. Will be sending 2 staff members this year to ensure their certifications stay active (1 conference every 3 years required to maintain certification). 2025 Conference city has not been published yet, travel is based on previous FABTO conferences attended by staff.

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Comm. Econ. Dev. (CED)	FL Economic Development Council (FEDC) Annual Conference	Economic Development Manager (1) and Specialist (1)	Florida (City TBD)	850	400	1,500	500	3,250	The FEDC is a membership-based organization with over 500 members all across Florida. Staff will be able to connect and network directly with legislators and industry professionals from both private and public sectors in Florida. At the conference they will obtain updates on legislative priorities, learn best practices among Florida's ED Industry professionals, develop and maintain a network of ED professionals in Florida, and remain aware and stay ahead of the changes in state ED programs and best practices so Palm Bay may educate it's community and proactively advance the City's economy. 2025 Conference city has not been published yet. Travel is based on research and past conferences and their locations/agendas to estimate per diem, lodging, mileage, etc.
Comm. Econ. Dev. (CED)	International Council of Shopping Centers (ICSC) Florida Conference	Economic Development Manager (1) and Specialist (1)	Orlando, FL	1,000	300	1,200	500	3,000	This event brings together owners, developers, retailers, brokers, lenders, municipalities, property asset managers and product and service providers for networking and learning the latest about the retail real estate industry. It will provide staff a chance to market Palm Bay and attract companies looking to relocate or expand. This event also offers opportunities for strategic collaboration, insights, and information sharing among regional and national target industries. ICSC has been previously attended by ED staff.
Comm. Econ. Dev. (CED)	IEDC Training Course/Certification	Economic Development Staff	TBD	1,000	100	650	250	2,000	IEDC training courses are the leading source of education for Economic Development professionals at all levels. Covering both key topics and specialized issues, courses are designed to be interactive and provide an international perspective with a focus on real life experiences, best practices, and tools staff can use in our community. Courses are held throughout the year in different areas of the U.S, depending on the class that is being taken. Location of class is TBD at this time. Costs are estimates only and based on previously attended classes.
Comm. Econ. Dev. (CED)	IEDC Training Course/Certification	Economic Development Staff	TBD	1,000	100	650	250	2,000	IEDC training courses are the leading source of education for Economic Development professionals at all levels. Covering both key topics and specialized issues, courses are designed to be interactive and provide an international perspective with a focus on real life experiences, best practices, and tools staff can use in our community. Courses are held throughout the year in different areas of the U.S, depending on the class that is being taken. Location of class is TBD at this time. Costs are estimates only and based on previously attended classes.

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Comm. Econ. Dev. (CED)	2024 Leadership Brevard Class	Economic Development Manager	Brevard County	3,500	0	0	0	3,500	Leadership Brevard is a nine-month program for leaders designed to strengthen and build community through an experiential and practical leadership education, framed around local issues. In each class, leaders from the private, nonprofit, and public sectors explore diverse perspectives and opportunities for individual and professional development as community trustees. Sessions are held in various locations throughout Brevard County in accordance with the program topic.
Recreation	Florida Recreation and Parks Assoc	Director	Orlando, FL	385	0	696	242	1,323	CEU's for CPRP Certification
Recreation	Florida Recreation and Parks Assoc	Rec. Division Mgr.	Orlando, FL	350	0	696	259	1,305	CEU's for CPRP Certification
Recreation	Florida Recreation and Parks Assoc	Rec Supervisors x4	Orlando, FL	1,400	0	2,784	1,036	5,220	CEU's for CPRP Certification
Recreation	Florida Recreation and Parks Assoc	Comm Outreach Coord.	Orlando, FL	350	0	696	259	1,305	CEU's for CPRP Certification
Recreation	Florida Recreation and Parks Assoc	Special Events Coord.	Orlando, FL	350	0	696	259	1,305	CEU's for CPRP Certification
Recreation	Florida Events and Festivals Assoc	Special Events Coord.	Orlando, FL	550	0	477	228	1,255	CEU's for CPRP Certification
Recreation	Assoc of Aquatics Profs	Rec Supervisor (PBAC)	St. Pete Beach, FL	459	0	724	259	1,442	CEU's for CPRP Certification
Parks & Facilities	FL Recreation & Parks Assoc (FRPA)	Parks Division Manager	Orlando, FI	375	0	507	212	1,094	CEU's for CPRP Certification
Parks & Facilities	FL Recreation & Parks Assoc (FRPA)	Facilities Assistant Director	Orlando, FI	375	0	507	212	1,094	CEU's for CPRP Certification
Parks & Facilities	National Facilities Mgmt & Technology	Facilities Assistant Director	Orlando, FL	249	0	0	288	537	Keep up with current technology & practices
Parks & Facilities	National Facilities Mgmt & Technology	Facilities Assistant Director	Baltimore, MD	300	673	800	556	2,329	Keep up with current technology & practices
Parks & Facilities	Certified Playground Safety Inspector	Parks Supervisor (2 Attending)	Tampa, FL	1,200	0	810	370	2,380	Course to maintain playground certification
Police	Executive - Advanced/Continuing Professional Development/Leadership Training	Executive Division personnel	Various as Needed	1,500	900	800	300	3,500	Training for Law Enforcement Executive Leadership Positions
Police	Chief's Travel (FPCA Winter & Summer Conferences)	Command Staff	Location TBD (FL - In State Travel)	850	0	1,500	800	3,150	Training for Law Enforcement Executive Leadership Positions
Police	FBINAA Conference	Command Staff	Baltimore, MD Summer 2025	575	1,000	1,000	400	2,975	Training for Law Enforcement Executive Leadership Positions
Police	FLAPAC Accreditation Conference	Project Specialist	Sanibel, FL September 30 - October 4, 2024	150	0	900	350	1,400	Training for Law Enforcement Executive Leadership Positions
Police	IACP Annual Conference	Chief and Deputy Chief	Boston, MA October 19 - 22, 2024	1,000	2,000	2,450	1,000	6,450	Training for Law Enforcement Executive Leadership Positions
Police	FBINAA LEEDA Exec Trng Conf	Command Staff	New Orleans, LA April 27 - 30, 2025	500	1,000	1,000	400	2,900	Training for Law Enforcement Executive Leadership Positions
Police	IPTM Internal Affairs Training	IA Sergeant	Jacksonville, FL December 2024	900	0	700	300	1,900	Certification training for new Internal Affairs Sergeant
Police	GFOA's Annual Conference	Budget Officer	Washington DC June 29 - July 2, 2025	555	1,000	1,000	400	2,955	Continuing education in the area of government financial topics and current best budgeting practices
Police	Senior Management in Policing (SMIP)	1 from Department	Boston, MA Summer 2025	11,150	1,000	0	300	12,450	Nationally recognized program providing intensive training in the latest law enforcement management concepts and practices for both sworn and civilian leaders
Police	IACP Officer Safety & Wellness Symposium	Wellness Team Member (1)	Anaheim, CA March 11 - 13, 2025	400	1,000	1,000	400	2,800	Symposium discussing the latest in officer safety and wellness initiatives for law enforcement personnel

FY 2025 Departmental Training & Travel Summary

					Travel Costs/44-01			Total Est. Cost	Justification
Department	Training/Travel Description	Staff Position Title (#s Attending)	Training Location	Training Cost <i>Registration etc. 55-01</i>	Transportation Cost <i>Airfare/Vehicle</i>	Lodging Cost	Per Diem Cost		
Police	Wellness Specialty Training (CISM/Peer Support)	Wellness Team Members	Various Locations (Day Travel or In-House)	5,200	0	0	0	5,200	Training for Members of the Peer Support and CISM teams
Police	Support Services - Advanced/Continuing Professional Development/Leadership Training	Support Services Division personnel	Various as Needed	5,400	2,000	4,000	2,250	13,650	Advanced and Continuing Education for Support Services personnel
Police	Uniform Services - Advanced/Continuing Professional Development/Leadership Training	Uniform Services Division personnel	Various as Needed	26,595	0	8,000	7,500	42,095	Advanced and Continuing Education for Uniform Services personnel
Police	IPTM Traffic Safety Symposium for DRE Officers	Patrol DRE Officers	Orlando, FL June 2025	2,780	0	1,150	1,000	4,930	Advanced training for DRE Officers in the area of DUI Enforcement, Investigation/Testimony, Florida Legal Updates, and other related topics
Police	Investigations - Advanced/Continuing Professional Development/Leadership Training	Investigations Division personnel	Various as Needed	9,860	2,000	5,000	4,700	21,560	Advanced and Continuing Education for Uniform Investigations personnel
Police	National Homicide Investigators Assoc Conference	Major Case Detectives	Lake Mary, FL November 18 - November 22, 2024	700	0	900	600	2,200	Homicide Investigations conference where training and current law enforcement technologies and investigative techniques are discussed
Police	Property & Evidence (PEAF) Conference	Evidence Unit personnel	Daytona Beach, FL May 2025	765	0	450	300	1,515	Property & Evidence Certification for Evidence Unit personnel
Police	FAHN (CNT) Conference and Advanced Training Travel	CNT Members	Clearwater Beach, FL in June 2025	2,300	0	800	550	3,650	Annual Hostage Negotiations conference where training on the latest procedures and techniques is provided
Police	SWAT Sniper Week and Other Advanced SWAT Training & Travel	SWAT personnel	Clearwater Beach, FL in May 2025	5,000	0	4,000	3,000	12,000	Advanced and Continuing Education for SWAT operators and SWAT Leadership
Police	Community Services - Advanced/Continuing Professional Development/Leadership Training	Community Services Division personnel	Various as Needed	15,180	0	7,000	4,650	26,830	Advanced and Continuing Education for Community Services personnel
Police	NIOA Training Conference	PIO	TBD (Out of State, August 2025)	500	1,000	1,000	400	2,900	Advanced training conference for the Public Information Officer within Community Services.
Police	IPTM Traffic Safety Symposium for Traffic Officers	Traffic Officers	Orlando, FL June 2025	2,780	0	600	600	3,980	Symposium with training on current traffic related challenges facing law enforcement
Police	SRO Annual Conference	SROs	Orlando, FL July 2025	2,000	0	2,000	1,550	5,550	Conference for School Resource Officers to attend updated training on the latest law enforcement topics related to school safety
Police	Florida Crime Prevention Conference	CRU	Destin, FL October 21 - 25, 2024	1,540	0	2,000	1,550	5,090	Conference for Community Resource Officers to attend training on the latest law enforcement topics related to community policing; continuing education for CPTED certifications
Police	Communications Center - Advanced/Continuing Professional Development/Leadership Training	Communications Center personnel	Various	450	0	0	350	800	Advanced and Continuing Education for Communication Center personnel
Police	Victim Services - Advanced/Continuing Professional Development/Leadership Training	Victim Services Unit personnel	Various	800	0	500	400	1,700	Advanced and Continuing Education for Victim Services personnel
Fire	Fire Department Instructor's Conference	TBD (8)	Indianapolis	5,300	3,300	4,800	2,400	15,800	Registration fees to the National Fire Department Instructor's Conference held in Indianapolis each year includes admission to the General Sessions, critical educational seminars covering firefighter tactics, management/leadership, training practices and legal issues, and entry into the convention center trade show which provides information on apparatus, training & safety equipment and EMS vendors.

FY 2025 Departmental Training & Travel Summary

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Fire	National Fire Academy	TBD (10)	Emmitsburg, MD	0	0	0	7,500	7,500	NFA Training tuition and airfare is reimbursed through FEMA. The City's only cost is per diem. Various courses available in many disciplines.
Fire	Sheepdog Response/SWAT Training	TBD - SWAT Medics (5)	Laurens, SC	3,750	625	3,125	1,500	9,000	Trauma Response course at Sheepdog Training includes Active Shooter and Active School Shooter Training
Fire	Southern Area Engine Academy	TBD (4)	Barberville, FL	2,000	100	2,800	1,400	6,300	The Southern Area Engine Academy is an inter-agency supported course targeting supervisors and crew personnel responsible for initial attack and tactical decision-making in the suppression of wildfires.
Fire	FFMIA/FAFLSE & FFEIA Joint Conf	TBD (2)	Lake Buena Vista, FL	800	100	1,200	700	2,800	Joint Conference of Fire and Life Safety Educators and Fire and Explosion Investigators. The conference covers a broad range of topics important for continuing education.
Fire	EMS World Expo	TBD (2)	TBD	800	1,000	2,000	600	4,400	Educational event for emergency medical service providers. Topics include evolving treatment strategies, share technological breakthroughs, and explore procedures that can advance the lives of patients everywhere.
Fire	FFCA/Florida Fire Conference	TBD (8)	Orlando FL	0	400	9,600	2,600	12,600	Fire and EMS education, hands-on-training and vendor network by event for the fire service community that actively addresses the current needs of the industry. In addition to hands-on fireground training, we have three days of keynote sessions, lectures and workshops. Certification and prep courses for Public Information Officers and Emergency Vehicle Technicians will also be part of the wide range of educational offerings.
Fire	Congressional Fire Service Caucus	TBD (1)	Washington DC	500	600	1,600	300	3,000	Executive Development
Fire	Fire Rescue Intl	TBD (2)	Orlando FL	1,400	100	1,200	300	3,000	FRI education covers all areas of the emergency service: Navigating the political environment, Managing change, Ethical leadership, EMS issues, career development. and more.
Fire	NFPA Conf & Expo	TBS (2)	Orlando FL	3,000	100	1,200	300	4,600	Conference includes educational sessions, workshops, and presentations
Fire	3M Scott SCBA Certification Course	TBD(4)		2,800	1,000	3,000	1,000	7,800	Certification and recertification of staff members for SCBA mask
Public Works	International Municipal Signal Association Certification Classes	Traffic Tech II	Daytona Beach, FL	600	0	500	133	1,233	Required to have IMSA Certification for Job
Public Works	International Municipal Signal Association Certification Classes	Traffic Tech II	Daytona Beach, FL	600	0	500	133	1,233	Required to have IMSA Certification for Job
Public Works	International Municipal Signal Association Certification Classes	Traffic Tech I	Daytona Beach, FL	600	0	N/A	133	733	Required to have IMSA Certification for Job
Public Works	International Municipal Signal Association Technical Classes	Traffic Ops Superintendent	Daytona Beach, FL	200	0	750	177	1,127	Required to have IMSA Certification for Job
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	450	150	516	256	1,372	Training/Certification on Emergency Vehicles
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	450	150	516	256	1,372	Training/Certification on Emergency Vehicles
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	450	150	516	256	1,372	Training/Certification on Emergency Vehicles
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	475	150	435	207	1,267	Training/Certification on Emergency Vehicles
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	475	150	435	207	1,267	Training/Certification on Emergency Vehicles
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	475	150	435	207	1,267	Training/Certification on Emergency Vehicles
Public Works	EVT Tech Training - 3 days	Fleet Technician	Ocala, FL	475	150	435	207	1,267	Training/Certification on Emergency Vehicles

FY 2025 Departmental Training & Travel Summary

Department	Training/Travel Description	Staff Position Title (#s Attending)	Training Location	Training Cost <i>Registration etc. 55-01</i>	Travel Costs/44-01			Total Est. Cost	Justification
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Public Works	Caterpillar Training - 5 days	Fleet Technician	St Augustine, FL	600	170	840	345	1,955	Training/Certification on Heavy Equipment
Public Works	Caterpillar Training - 5 days	Fleet Technician	St Augustine, FL	600	170	840	345	1,955	Training/Certification on Heavy Equipment
Public Works	Caterpillar Training - 5 days	Fleet Technician	St Augustine, FL	600	170	840	345	1,955	Training/Certification on Heavy Equipment
Public Works	Caterpillar Training - 5 days	Fleet Technician	St Augustine, FL	600	170	840	345	1,955	Training/Certification on Heavy Equipment
Public Works	EVT Management 1 & 2	Fleet Manager	Ocala, FL	500	150	710	345	1,705	Training/Certification on Emergency Vehicles
Public Works	EVT Management 1 & 2	Fleet Supervisor	Ocala, FL	500	150	710	345	1,705	Training/Certification on Emergency Vehicles
Public Works	EVT Management 1 & 2	Fleet Manager (APWD)	Ocala, FL	500	150	710	345	1,705	Training/Certification on Emergency Vehicles
Public Works	FLAGFA Conference	Fleet Supervisor	St Petersburg, FL	100	200	387	192	879	Fleet managers training conference
Public Works	FLAGFA Conference	Fleet Supervisor	Daytona, FL	100	230	0	0	330	Fleet managers training conference
Public Works	FLAGFA Conference	Fleet Manager	Daytona, FL	100	0	0	0	100	Fleet managers training conference
Public Works	FLAGFA Conference	Fleet Manager	St Petersburg, FL	100	0	387	192	679	Fleet managers training conference
Public Works	Florida Stormwater Association (FSA) - Annual Conference	Assistant Public Works Director	TBD	250	0	375	192	817	FSA Annual Conference
Public Works	Florida Stormwater Association (FSA) - Annual Conference	TBD	TBD	250	0	375	192	817	FSA Annual Conference
Public Works	Florida Surveying and Mapping Society (FSMS) Annual Conference	City Surveyor	Bonita Springs, FL	750	0	900	169	1,819	FSMS Annual Conference CEUs & Interagency Meetings
Public Works	BOAF (Building Officials Association of Florida) Conference	Public Works Director	TBD	550	0	800	280	1,630	Training on Building Code Compliance
Public Works	APWA (American Public Works Association) FL Chapter Conference	Public Works Director	TBD	400	0	800	280	1,480	Training for PW Directors
Utilities	Florida Government Finance Officers Association School	Utilities Accountant & Accountant I (2)	Hollywood, Florida	800	0	1,500	180	2,480	Participants will be exposed to an in-depth study and analysis of basic governmental finance concepts and principles.
Utilities	School of Government Finance	Utilities Accountant & Business Ops Specialist (2)	Fort Myers, Florida	900	0	1,500	384	2,784	Participants will be exposed to an in-depth study and analysis of basic governmental finance concepts and principles.
Utilities	Alliance Safety Day	Manager, Specialist (4)	Orlando	90	0	0	0	90	Professional Development (CEU/Contact Time)
Utilities	Backflow Tester and Repair Certification	Technician (2)	Florida	500	0	0	280	780	Professional Development (CEU/Contact Time)
Utilities	Cross Connection Control Conference	Technician (2)	Florida	500	0	636	414	1,550	Professional Development (CEU/Contact Time)
Utilities	Florida Industrial Pretreatment Assoc (FIPA)	Inspector/Technician (4)	Florida	1,120	0	1,800	552	3,472	Professional Development (CEU/Contact Time)
Utilities	FWPCOA - Short School	Inspector (5)	Fort Pierce	1,775	0	0	1,725	3,500	Professional Development (CEU/Contact Time)
Utilities	AWWA Utility Management Conference	Field Ser Superintendent	Dallas, Texas	545	260	550	245	1,600	Utilities specific workshop and sessions for workforce retention, DEI, leadership, development and strategy implementation.
Utilities	Neptune Users Conference	Field Ser Superintendent	Neptune Conference (TBD)	300	585	750	277	1,912	Employee enhancement of Knowledge and skills
Utilities	Cross Connection Control Conference	Division Manager / Foreman (2)	Daytona Beach or TBD	750	0	400	84	1,234	To provide employees with training and education about the latest FDEP Regulations for Cross Connection Control Programs and CEU's
Utilities	FWPCOA - Short School (Distribution, Level 1, 2 & 3)	Water Distribution (20)	Indian River State College	7,100	0	0	1,500	8,600	To provide employees with the training and knowledge of the water industry for personal growth and advancement and provide quality service to our customers.
Utilities	AWWA Utility Management Conference	Division Manager	Dallas, Texas	800	0	500	195	1,495	Utilities specific workshop and sessions for workforce retention, DEI, leadership, development and strategy implementation.
Utilities	Neptune N-Gage Meter Testing School	Water Distribution Staff (3)	Neptune Plant, Tallassee, Alabama	1,020	2,045	3,600	162	6,827	To provide employees with training and education on the latest technology in the water industry. It will equip them with the knowledge of the products and services that we offer to our customers.
Utilities	Safety Day 2025	Water Distribution Staff (2)	Orlando, Florida	90	0	0	60	150	Professional Development
Utilities	Misc. Training /Tradeshows/ Conferences	Water Distribution Staff	Misc. Training /Tradeshows/ Conferences	1,430	0	0	1,550	2,980	Misc. training through tradeshows and conferences offered throughout the fiscal year.

FY 2025 Departmental Training & Travel Summary

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Utilities	FWPCOA - Short School (Collections, Level A, B & C)	Water Collections (20)	Indian River State College	7,100	0	0	1,500	8,600	To provide employees with the training and knowledge of the water industry for personal growth and advancement and provide quality service to our customers.
Utilities	Misc. Training /Tradeshows/ Conferences /Mechanical / Electrical	Wastewater Collections Staff	Various TBD	500	0	0	1,000	1,500	Various training, tradeshows and conferences that are offered throughout the fiscal budget year.
Utilities	Water Environment Federation WEFTEC Annual Conference	Division Manager (1) and Superintendent (1)	New Orleans, LA	2,400	1,340	2,400	450	6,590	WEFTEC is the largest annual water quality exhibition in the world and offers water quality professionals with the best water quality education and training. The expansive exhibition provides unparalleled access to the most cutting-edge technologies in the field
Utilities	Florida Water Resources Annual Conference (FWRC)	NRWTP, SRWTP, WWTP Superintendent	Orlando, FL	1,575	0	0	300	1,875	FWRC provides an annual educational and technical, multi-day conference servicing individuals in the water and wastewater industry. This forum for presentations and discussions of cutting edge technology development as well as practical case studies of applications of technology in water and wastewater utilities
Utilities	FLUKE Calibration Training	I&C Technician - Maintenance (1)	Everett, WA	4,265	1,000	600	335	6,200	This training course introduces the student to measurement concepts, basic electronics related to measurement instruments and math used in calibration. Fluke will also teach various techniques used to make good measurements using calibration equipment. This will ensure our I&C Tech can calibrate the Utility compliance meters required by FDEP and S IRWMD
Utilities	AWWA Annual Conference and Expo (ACE)	Division Manager (1) Director (1) and Assistant Director (1)	Denver, CO	5,550	2,738	4,500	1,088	13,876	The future of technology, economics and sustainability impacts everyone in the water community. Attending ACE will have world renowned speakers, innovative exhibitors and is a conference to have the opportunity we have as water professionals to learn the latest science and technology related to public water supply
Utilities	University of Florida, TREEO	Treatment Plant Operator (NRWWTP 1 & SRWRF 1)	Gainesville, FL	1,400	0	1,500	600	3,500	UF TREEO has many wastewater courses to assist the plant operators from troubleshooting, advance technology treatment and preparing the next level trainees to pass the State of Florida operator examinations.
Utilities	Water Quality Technology Conference	Division Manager	Chicago, IL	725	500	750	300	2,275	Water Quality Technology Conference is a established and highly regarded conference provides a practical forum for a wide range of water technology professionals to exchange the latest research and information. WQTC features educational and poster sessions, pre-conference workshops, and a comprehensive exhibit hall dedicated to water quality professionals.