



Finance Department Overview

The Finance Department provides professional oversight and consultation to City programs and services regarding financial, accounting, and budgetary practices. The Department’s focus is to ensure compliance with all relevant financial and budgetary regulations, including Oregon Local Budget Law and State statutes governing financial information.

In addition to financial services, the operations of the Municipal Court are under the authority of the Finance Director. Municipal Court strives to maintain public confidence in the ability of the legal judicial system to uphold the rule of law, fairly and impartially resolve legal contests in a timely manner, and to compel compliance with the laws that protect the safety and quality of life in the community.

The Information Technology (IT) Department is also under the authority Finance Director with the distinction of maintaining a separate budget from the Finance Department. Information about the IT Department can be found in the IT Department budget pages.

Financial Summary by Object Level	FY24 Actuals	FY25 Actuals	FY26 Amended	FY27 Proposed
5 PERSONNEL SERVICES	2,415,061	2,548,959	2,822,484	2,887,947
6 MATERIALS & SERVICES	1,945,439	1,895,979	2,533,265	2,056,145
7 CAPITAL OUTLAY	25,795	878	3,000	-
Grand Total	\$ 4,386,295	\$ 4,445,817	\$ 5,358,749	\$ 4,944,092

Budget Summary – FY2027

Staffing

The Finance Department is composed of 18.14 full-time equivalent (FTE) positions. The department recently restructured leadership positions, replacing the Budget & Procurement Manager and Accounting Manager roles with a Deputy Finance Director and an Associate Accounting Manager. This change resulted in a small personnel cost savings.

The Finance Department is split into two divisions, Municipal Court with 9.14 FTE and Finance with 9.00 FTE.

Department Funding

The resources necessary to support the Finance Department are either tax supported (subsidized) or internal service charges levied against the City’s enterprise and special revenue funds for services provided. The exception of this is the revenue generated through Municipal Court resulting from the cooperative effort of our Police Department, the City’s Prosecutor Office, and the Municipal Court. Additionally, an accountant position is funded directly by the Regional Sewer Fund.

Service Level Changes

There are no service level changes proposed in the FY27 Finance Department budget.

Accomplishments – FY2026

- ✓ **Certificate of Achievement for Excellence in Financial Reporting** – The Government Finance Officers Association (GFOA) award the City of Springfield the Certificate of Achievement for Excellence in Financial Reporting for its FY24 Annual Comprehensive Financial Report (ACFR). This is the forty-third consecutive year that the City has achieved this prestigious award.
- ✓ **Municipal Code Update** – In collaboration with the City Attorney’s Office, Finance staff updated the City’s Municipal Code to align with the updates to state law that occurred with Senate Bill 1047 in the 2023 legislative session. Several touch-points took place with City Council in the Fall of 2026, culminating with an ordinance being adopted in late fall. These updates will simplify the City’s procurement process, creating efficiencies for Council, staff and the vendor community.
- ✓ **Fiscal Stability Task Force** – In response to long-standing structural budget challenges in the City’s General Fund, the Mayor convened a Fiscal Stability Task Force that met in early 2025 with the goal of developing a shared understanding of City’s services and finances and providing City Council with community-driven recommendations for the sustainable funding of those services. In May 2025, the City Council received the Mayor’s Fiscal Stability Task Force Final Report that outlined nine actionable recommendations to address the structural budget challenges. The Council discussed these recommendations during the remainder of 2025 and provided staff with directions to begin implementing certain recommendations. In FY26, the Finance Department, in partnership with the City Manager’s Office and City Attorney’s Office, implemented one of the nine recommendations and made significant progress on another one. In November 2025, the Fire & Life Safety levy was renewed at a rate that covers the full cost of operating a fifth engine crew, which had been partially subsidized by the General Fund over the previous decade. Additionally, an ordinance adopting a payroll tax will be presented to City Council in April 2026. Work on implementing a payroll tax program will begin in the spring of 2026 if City Council adopts the ordinance.
- ✓ **Springfield Municipal Adult Recovery and Treatment (SMART) Court** – The Springfield Municipal Court transitioned the SMART Court from the initial pilot program to a core rehabilitative program, focusing on long-term recovery for high-risk participants. In FY26, the program expanded its reach by screening 35 individuals and maintaining an active caseload of 25 participants. Additionally, the City celebrated seven successful new graduates who met all rigorous treatment, employment, and community service requirements, bringing the total graduates of this program to ten.
- ✓ **Court of Record** – The Springfield Municipal Court officially transitioned to a Court of Record in March 2026, marking a significant milestone in the department’s modernization efforts. This transition was supported by the implementation of For The Record, an industry standard digital recording software designed to capture audio of all court proceedings. By maintaining a formal electronic record, the court has enhanced the transparency, accuracy, and overall credibility of its judicial processes. This shift ensures that the City of Springfield meets contemporary legal standards and provides a reliable, recorded account of court sessions for all parties involved.

Initiatives – FY2027

- ✓ **Fiscal Stability Strategies** – In FY2027, the Finance Department, in partnership with the City Manager’s Office and City Attorney’s Office, will continue their work on implementing a payroll

tax program with the goal of beginning payroll tax collection in early 2027 if the ordinance is adopted by City Council.

- ✓ **Fire Governance** – The Finance Department will continue its collaboration with the City Manager’s Office and City Attorney’s Office on the Eugene-Springfield Fire governance review with supporting analysis of long-term governance options and the financial impacts of those options.
- ✓ **Police Levy** - The current Police and Jail Levy provides funding through June 30, 2028. Discussions with City Council regarding a new Police and Jail Levy will begin in early 2027.
- ✓ **Streamlined Procurement and Contracting Processes** – With the adoption of the ordinance updating Springfield Municipal Code’s public contracts section, Finance staff continue to implement the new code, including the revision of a suite of new of forms, updated contract and RFP templates, and City-wide staff trainings.
- ✓ **SMART Court** – The Springfield Municipal Court will continue to focus on making this program successful. We are actively engaging with high-risk, high-need offenders in the community who have a substance abuse or a co-occurring disorder. Individuals cannot complete the program until they are gainfully employed, have given back to their community, completed treatment, have documented clean time, and met their education goals.

Future Year Considerations – FY2028 → FY2030

- ✓ **Long-Term Fiscal Health** – The long-term fiscal health of the City is the Finance Department’s top priority. We continue to have a structural imbalance in key funds such as the General Fund, Street Fund, and Ambulance Fund. This is an issue that will be on-going. We have initiated a Budget Strategies Project as described in the Accomplishments section above that will identify strategies to bring General Fund revenues in line with service costs.
- ✓ **Mental Health Impact on the Courts** – The intersection of mental illness and the justice system remain a major consideration, as individuals requiring specialized assistance often necessitate more time and resources, resulting in greater costs to the City. Given current fiscal constraints, the Court must find creative ways to provide viable options and prevent individuals from repeatedly cycling through the system. The Court continues to seek additional evaluation providers, is currently working closely with Lane County to help develop the Crisis Stabilization Center and is working with Lane County Circuit Court to more closely monitor Fitness to Proceed cases.
- ✓ **Legislation Impacting Court Operations** – Legislation impacting the criminal justice system continues to shift away from traditional monetary penalties and sanctions in favor of substance abuse treatment, mental health resources, and community restoration initiatives. While these restorative models may increase operational expenses and reduce historical revenue streams, they align with modern judicial standards. Over the coming years, the Court will remain committed to monitoring these trends and adapting its fiscal and operational strategies to ensure sustainable service delivery.



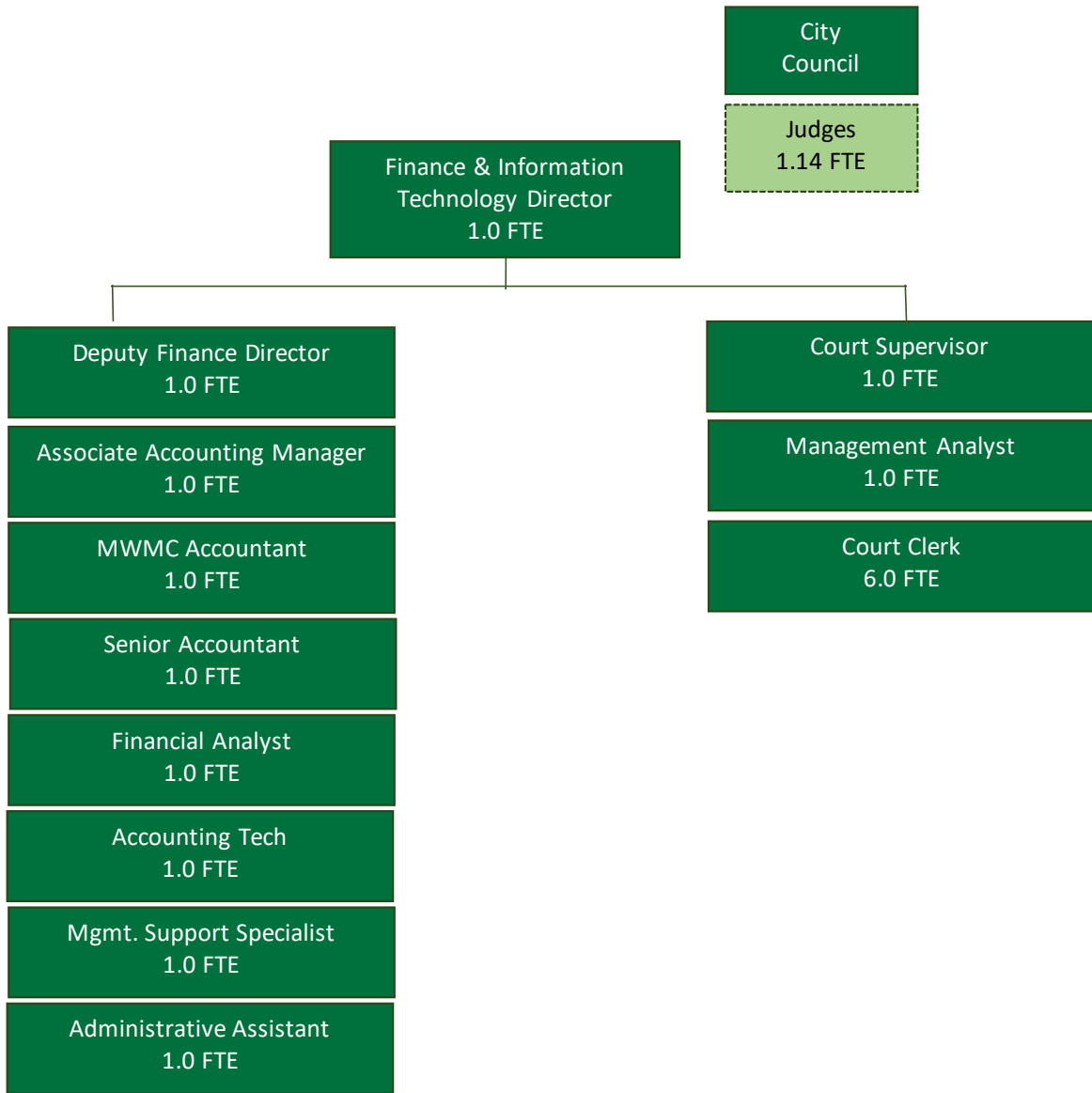
Financial Summary by Fund	FY24 Actuals	FY25 Actuals	FY26 Amended	FY27 Proposed
100 General Fund	2,531,233	2,307,955	2,918,519	3,060,185
201 Street Fund	56,312	14,748	14,945	-
204 Special Revenue Fund	667,214	1,041,408	926,187	341,400
210 Community Development Fund	19,483	29,961	36,114	37,697
236 Police Local Option Levy Fund	657,816	604,215	896,958	917,369
611 Sanitary Sewer Fund	53,563	33,558	30,001	24,062
612 Regional Wastewater Fund	170,988	183,312	209,039	208,333
617 Storm Drainage Fund	53,575	33,560	30,001	24,062
629 Regional Fiber Consortium Fund	133,433	161,378	261,405	293,825
719 SDC Administration Fund	42,679	35,722	35,580	37,158
Grand Total	\$ 4,386,295	\$ 4,445,817	\$ 5,358,749	\$ 4,944,092

Financial Summary by Program	FY24 Actuals	FY25 Actuals	FY26 Amended	FY27 Proposed
1012 City Prosecutor	84	-	-	-
1029 Licensing and Franchising	485	-	-	-
1045 Stormwater Regulatory Administration	18,657	19,926	20,997	24,062
1056 Regional Wastewater Administration	170,988	183,230	209,039	208,333
1059 Wastewater Fiscal Management and Customer Services	18,654	19,926	20,997	24,062
1200 Municipal Court Services	1,729,643	1,760,550	2,281,927	2,344,175
1202 Adult Treatment Court	132,668	354,769	926,187	341,400
7000 Department Administration	578,649	516,332	303,856	-
7030 Accounting and Audit division	852,423	1,057,219	990,391	-
7032 Budget and Procurement	697,894	370,809	343,950	-
7033 Procurement and Contracts	4,000	-	-	-
7034 Treasury Management	177	224	-	-
7035 Municipal Court Administration	1,589	1,379	-	-
7036 Case Management	46,953	-	-	-
7040 Finance*	-	-	-	1,708,234
7080 Network	-	(9)	-	-
7150 Fiber Consortium	133,433	161,378	261,405	293,825
9000 Non-Program	-	82	-	-
Grand Total	\$ 4,386,295	\$ 4,445,817	\$ 5,358,749	\$ 4,944,092

*Note: Beginning in FY27, programs 7000 (Dept. Administration), 7030 (Accounting & Audit Div.), and 7032 (Budget & Procurement) have been consolidated into a single program, 7040 (Finance).



Organizational Structure





Summary of Full-Time Equivalents by Position	FY24 FTE	FY25 FTE	FY26 FTE	FY27 FTE
Accountant, Senior	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	-
Accounting Technician	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Associate Accounting Manager	-	-	-	1.00
Budget & Procurement Manager	1.00	1.00	1.00	-
CMD Budget Manager	1.00	1.00	-	-
Court Clerk	5.00	5.00	5.00	5.00
Court Clerk, Senior	1.00	1.00	1.00	1.00
Court Supervisor	1.00	1.00	1.00	1.00
Deputy Finance Director	-	-	-	1.00
Finance Analyst I	1.00	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00	1.00
Judge	0.80	0.80	0.80	0.80
Judge Pro-Tem	0.34	0.34	0.34	0.34
Management Analyst	1.00	1.00	1.00	1.00
Management Support Specialist	1.00	1.00	1.00	1.00
MWMC Accountant	1.00	1.00	1.00	1.00
Grand Total	19.14	19.14	18.14	18.14

Summary of Full-Time Equivalents by Fund	FY24 FTE	FY25 FTE	FY26 FTE	FY27 FTE
100 General Fund	14.49	14.49	13.49	13.49
201 Street Fund	0.40	0.40	-	-
210 Community Development Fund	0.22	0.22	0.22	0.22
236 Police Local Option Levy Fund	2.23	2.23	3.23	3.23
611 Sanitary Sewer Fund	0.35	0.35	0.10	0.10
612 Regional Wastewater Fund	0.88	0.88	0.88	0.88
617 Storm Drainage Fund	0.35	0.35	0.10	0.10
719 SDC Administration Fund	0.23	0.23	0.13	0.13
Grand Total	19.14	19.14	18.14	18.14



	FY24	FY25	FY26	FY27
Summary of Full-Time Equivalents by Program	FTE	FTE	FTE	FTE
1045 Stormwater Regulatory Administration	0.10	0.10	0.10	0.10
1056 Regional Wastewater Administration	0.88	0.88	0.88	0.88
1059 Wastewater Fiscal Management and Customer Services	0.10	0.10	0.10	0.10
1200 Municipal Court Services	9.14	9.14	9.14	9.14
7000 Department Administration	1.00	1.00	1.00	-
7030 Accounting and Audit Division	5.27	5.27	5.27	-
7032 Budget and Procurement	2.65	2.65	1.65	-
7040 Finance	-	-	-	7.92
Grand Total	19.14	19.14	18.14	18.14

*Note: Beginning in FY27, programs 7000 (Dept. Administration), 7030 (Accounting & Audit Div.), and 7032 (Budget & Procurement) have been consolidated into a single program, 7040 (Finance).

Performance Measures

Measure	FY26 Target	FY26 Est. Actual	FY27 Target
1.) Receive the GFOA Certificate of Achievement for Excellence in Financial Reporting.	Expect to receive award	Received award for FY24 document	Expect to receive award
Why this measure is important: Provide assurance of regulatory and policy compliance to minimize and mitigate risk.			
2.) Receive an unmodified opinion on the City’s annual audit.	Expect to receive	Received unmodified opinion for FY25 audit	Expect to receive
Why this measure is important: Provide assurance of regulatory and policy compliance to minimize and mitigate risk.			