



**City of Springfield, Oregon
FY 15 Adopted Budget**

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CITY OF SPRINGFIELD
Adopted Budget – FY15

Christine L. Lundberg
Mayor

Members of the Budget Committee

Council Members: Ward Public Members:

Sean Van Gordon	1	Chris Stole
Hillary Wylie	2	Terry Buck
Sheri Moore	3	Jeff Thompson
Dave Ralston	4	Gabrielle Guidero
Marilee Woodrow	5	Diana Alldredge
Bob Brew	6	Paul Selby

Gino Grimaldi
City Manager

Jeff Towery
Assistant City Manager

City Executive Team

Bob Duey	-	Finance Director
Robert Everett	-	Library Director
Len Goodwin	-	Development & Public Works Director
Jeff Towery	-	Information Technology Director
Niel Laudati	-	Community Relations Manager
Randy Groves	-	Fire Chief
Timothy Doney	-	Chief of Police
Greta Utecht	-	Human Resources Director

*Cover painted by Demetra Kalams "September Sunflowers"
2013 Mayor's Art Show Winner*

Acknowledgments

Special thanks go to the following individuals for their assistance with the compilation of the FY15 Adopted Budget Document.

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Bob Duey, Finance Director
Paula Davis, Budget Analyst

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Nathan Bell, Accounting Manager
Andrew Bemiller, Accounting Tech
David Held, Administrative Assistant
Kierra Lewis, Administrative Assistant
Jayne McMahan, Procurement Analyst
Sally McKay, Accountant
Vahana Nekebit, Accounting Tech
Alison Rich, Payroll Specialist

Budget System Support: Kerrie Miller, Programmer Analyst

Additional appreciation goes to support staff, who have assisted the department budget coordinators.

Our Organizational Values Statement

Passion * Integrity * Results

Passion for our community

We are dedicated to providing exceptional service. We listen carefully and respond to the needs and expectations of our customers and our community. Each of us plays an important role in serving the community and making our city a great place to live and work. We encourage creativity and innovation as we constantly seek to improve our services and to enhance the quality of life in our community. At Springfield, each individual makes a difference.

Integrity in our work

We are professional and honest in our working relationships. We strive for equity and fairness in our decision making and in our treatment of one another. We honor our commitments. We hold ourselves accountable to the highest ethical and performance standards.

Results through collaboration

As City of Springfield employees we are committed to working together with citizens, elected officials and each other. We get the job done. We value our culture of participation, building strong partnerships across our organization and within our community. We respect individual differences, recognizing they are part of our strength as a team. We share ideas to inspire and learn from one another.



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READERS GUIDE

The Budget Document

The budget document represents the entire City budget. The City of Springfield budget is arranged in separate sections to provide an easier understanding of the budget document. They are:

- Budget Message
- City Overview
- Operating Budget
- Capital Budget
- Non-Departmental Budget
- Financial Summaries and Statistical Tables
- Glossary

The **Budget Message** is a letter to the Mayor and City Council of Springfield, from the Springfield City Manager. The budget message from the City Manager outlines the overall direction and key goals used in developing the budget. The message highlights major service changes, organization changes or budgetary changes that are part of the adopted budget.

The **City Overview** provides the reader with a view of how the City is organized, information on how to contact the City and a list of scheduled meetings for the Budget Committee. This is also a description of the City's Budget Process and Annual Budget Process and Timeline.

The **Operating Budget** by Department presents the City's operating budget (personnel services, materials and services, and capital outlay) from the department view. There are eight City departments and one service area: City Manager's Office; Development & Public Works; Finance; Fire and Life Safety; Human Resources; Information Technology; Legal and Judicial (a service area); Library, and Police. Each of the nine Departmental areas includes a description of the Department, its mission, community outcomes, organization chart, financial summary, and information about the personnel services of the Department. The Department view answers such questions as "How is the department organized to provide services to Springfield citizens? What budget authority is established for each major category of expenditures? What is the total budget for the Department and where is the funding coming from?" The Operating Budget of \$95,378,761 makes up 30.17% of the total City budget.

The **Capital Budget** section provides a summary page of the total City capital budget and detail descriptions of the projects and project categories are included. The Capital Budget of \$28,347,590 makes up 8.97% of the total City budget. This section

represents the recommended budget for projects previously published and approved by Council in the Capital Improvement Program (CIP) document. The CIP is prepared annually, beginning in early October. The process begins with an outreach effort to gain public input, and input from private utilities and other public agencies and ends with City council adoption in February.

The **Non-Departmental Budget** section provides information for all budget categories that are neither department operating nor capital costs. The Non-Departmental Budget of \$192,429,109 makes up 60.87% of the total City Budget. This section provides detail to those expenditures not under the direct authority of a department and/or the activities of the program are not specifically identifiable by department. Such detail as the City Fund Reserves, debt servicing costs, and inter-fund transfers of all funds are summarized in this section.

The **Financial Summaries and Statistical Tables** section provides additional reference information. The City's property taxes and operating budget analysis are included as well.

The **Glossary** includes a description of each City Fund, as well as a list of Budget Acronyms and Abbreviations used in the document and common for municipalities.



Budget Message 2015

It is my pleasure to present the city of Springfield's proposed Fiscal Year 2015 budget.

Budget Overview

The Fiscal Year 2015 budget differs from budgets in the past several years in that it reflects the results of an improving economy. Adjustments to the current budget (Fiscal Year 2014) were not needed in order to lessen expenditure reductions needed to balance the Fiscal Year 2015 budget. By paying close attention to both expenditures and revenue, the Fiscal Year 2015 budget is able to invest additional funds in high priority services that will have a positive impact on the community.

The actual budget document and supporting information being presented to the Budget Committee follows the format that has been used in the past with one major exception. This year's document gives the Budget Committee information that allows the committee to look at the budget from the perspective of programs and community priorities. This is the product of the Priority Based Budgeting system that was funded in last year's budget. We are hopeful that this new view of the budget will allow the Budget Committee and the citizens of Springfield to have a better understanding of how money is spent towards accomplishing the goals of the Mayor and City Council.

While the local economy has improved and the recommended budget improves services to the citizens of Springfield, financial challenges continue to exist. Every department in the city organization could justify additional funding to improve services. Your thoughtful consideration of the Fiscal Year 2015 budget is needed to make sure that the limited resources of the city of Springfield are being applied to the highest priority needs of the community.

Priority Based Budgeting

It is very exciting to introduce Priority Based Budgeting to the Budget Committee. Priority Based Budgeting is a tool to help make decisions regarding which programs the city should provide as well as a tool to help decide how those services should be provided.

This will be the first year that this new tool will be used. A tremendous amount of information has been collected in order to produce the Priority Based Budgeting information presented in this document. This new information should be viewed as a tool to help you evaluate and make decisions regarding the recommended budget. Priority Based Budgeting places each program performed by the city organization into one of four quartiles with the first quartile being the highest priority. The placement of programs into these quartiles is based on a number of attributes including the goals of the Mayor and Council. The placement of programs into quartiles should never be used as a substitute for the judgment of the Budget Committee when deciding appropriate funding levels. It is possible and very logical to fund programs in the lowest quartile, quartile four, as well as not fund programs in the highest quartile, quartile one. It is hoped that in this first year of using Priority Based Budgeting it will give the

The recommended budget contains Room Tax funds for the recently announced conference center along the Willamette River in Glenwood. The first payment of a commitment to provide \$2.5 million in Room Tax Funds to construct the Glenwood Conference Center is anticipated to take place in Fiscal Year 2015. Lane County is considering contributing \$6 million for the conference center.

- Planning Staff

During the recession, and in response to a significant decrease in development activity, the Development and Public Works Department reduced planning staff. It is anticipated that additional planning staff will be needed as the result of the conference center development and other development activities citywide. The recommend budget contains an additional Senior Planner and an increase of a part time Planner to full time. The total cost for these two positions will be \$105,000 and will be funded through development fees generated by the new development projects.

- Community Survey

Staying in touch with the needs of the community is an important part of being able to prepare a budget that best meets the needs of the community. The Mayor and Council use many methods for keeping in touch with the community. A method that has not been used for four years is a community survey. The recommended budget includes \$15,000 for a community survey.

- Fire Marshall/Overtime

The Fire Department will be holding a vacant Fire Marshall position open until it can identify a \$165,000 reduction in overtime. The focus of an analysis of overtime will be to determine the impact of hiring additional positions that would be available as an alternative to incurring overtime. The Fire Marshall position has been vacant since January.

Capital Projects

The city of Springfield is responsible for maintaining and building facilities that are critical to livability and the economic vitality of the community. The Fiscal Year 2015 budget invests \$29 million in these facilities. The general categories of these investments include

• Regional Wastewater Program	\$12,066,000
• Stormwater Improvements	\$ 9,411,000
• Wastewater Capital Improvements	\$ 5,866,000
• Transportation and Street Capital Improvements	\$ 1,632,000
• Building and Facility Improvements	\$ 567,000
• Miscellaneous Improvements	\$ 312,000

Challenges

The recommended Fiscal Year 2015 does not address several important issues.

The condition of city streets continues to deteriorate due to lack of funding for maintenance and preservation. The Mayor and the City Council are in the process of having a series of community discussions regarding possible solutions to this problem. It is hoped that a solution can be found so that the high cost of deferring street preservation and maintenance is avoided.

During Fiscal Year 2015 an evaluation of the ability of City Hall to withstand an earthquake will be conducted. City Hall is often occupied by many citizens taking advantage of the Library and other city services. In addition City Staff, during a natural disaster such as an earthquake, will need to survive the event in order to respond to the needs of the community. Given the age of City Hall, it is anticipated that improving the ability of the building to withstand an earthquake could be significant.

Technology continues to play an important role in providing services to the community. The expectations of citizens and customers are that they should be able to interact with city staff in the same way they do business with private companies. It is fortunate that the demands of citizens and customers results in the more efficient and effective delivery of services. In the future, increased investments in technology as well as staffing to implement the technology will be needed.

Conclusion

The Fiscal Year 2015 budget takes small but important steps in improving services that are important to the community. It is important that the Budget Committee examine the proposed budget closely to make sure that it truly represents the priorities of the community. We look forward to your deliberations and discussions.

Preparation of the budget is truly a team effort. I would like to thank those that helped prepare the budget as well as those who worked diligently to implement the Priority Based Budgeting tool. I would like to give special thanks to Bob Duey and Paula Davis of the Finance Department for the leadership role they have played in implementing the Priority Based Budgeting tool and the preparation of the budget.

I formally submit the Fiscal Year 2015 proposed budget for your consideration and look forward to discussing it with you in greater detail.

Sincerely,



Gino Grimaldi

City Manager

ADDENDUM TO THE CITY MANAGER'S BUDGET MESSAGE

Summary of Actions of the Budget Committee and City Council Adopting the FY15 City Budget June 16, 2014

A summary of the actions taken by the Budget Committee and City Council in adopting the FY15 annual budget is provided in the following addendum to the City Manager's Budget Message.

Budget Committee Action – FY15 Approved Budget

The City's Proposed Budget totaled \$316,155,460 and 407.44 FTE. At the May 13th, 2014 Budget Committee meeting, the Committee approved the FY15 Proposed Budget with the specific changes identified below. These changes increased expenditures by \$37,564 with the use of reserves.

Part time Library Technician

The Budget Committee approved funding of a .5 FTE Library Technician. The purpose of the added FTE is to increase the open hours of the Library by 4 additional hours per week. The source of the funds is a decrease in General Fund reserves.

Requested Action

Fund 100	Increase expenditure Library	33,300
	Decrease General Fund Reserves	(33,300)

One-Time increase to Human Services Commission

The Budget Committee approved a one year increase in funding to the Human Services Commission; this change will appear in the City Manager's Office budget. The source of the funds is a decrease in General Fund reserves.

Requested Action

Fund 100	Increase expenditure CMO	4,264
	Decrease General Fund Reserves	(4,264)

City Council Action – FY15 Adopted Budget

Oregon Budget Law allows the City Council to adopt changes made to the budget approved by the City's Budget Committee, within guidelines. These guidelines include being able to increase total expenditures within a fund by not more than \$5,000 or 10% of the estimated expenditures to the fund (whichever is greater). There is no limit on the amount by which a fund can be reduced.

At the June 16, 2014 regular meeting, the City Council held a public hearing on the FY15 Approved Budget and adopted the FY15 City Budget with no further changes. The following table provides a summary of the final Adopted Budget.

Adopted FY15 Budget	
Operating Budget	95,378,761
Capital Budget	28,347,590
Non-Departmental Budget	192,429,109
Total	\$ 316,155,460

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CITY OVERVIEW

City Government Organization

The City of Springfield, incorporated in 1885, is a home rule charter city. This charter is the basic law under which the City operates. Amendments to the charter can only be made by a vote of the people and can be placed on the ballot by the Council or by the voters through an initiative process. The City of Springfield has a Council-Manager form of government.

The **Mayor** is the formal representative of the City of Springfield and is elected to a four-year term by the voters at large on a non-partisan ballot. The Mayor presides over Council meetings and does not vote, except in the case of a tie. The Mayor can veto any Council decision, but a two-thirds vote of the Council can override the veto. As the chief elected officer, the Mayor is responsible for providing political and policy leadership for the community.

The six-member **City Council** sets overall City policy and goals. The City Council also makes laws or ordinances, which govern the City of Springfield. Councilors are nominated from one of six wards and are elected at large for four-year staggered terms. Councilors are elected to represent citizens' interests on the Council. The Council takes official action at regular Council meetings which are open to the public. The Council supervises, and is responsible for selecting, the City Manager.

The **City Manager** supervises the operations of all City departments. City departments include the City Manager's Office, Development Services, Finance, Fire and Life Safety, Human Resources, Information Technology, Legal and Judicial Services, Library, Police and Public Works Departments. As chief administrator, the City Manager has no vote in the Council, but may take part in discussions of matters coming before the legislative body.

Citizen Involvement

Our citizens are the most important part of the City organization. City services are directed to meet the needs of the citizens. Public hearings are held so that citizens can contribute to the planning and budgeting process of the City. Citizens may express their concerns and requests to their representatives on the City Council, City Budget Committee and other City committees. Citizens are also encouraged to attend the various public hearings held regarding City actions. Notices of all City public hearings are published in the Public Notices section of the Register Guard. Upcoming meeting agenda items are listed in the City Region section of the local newspapers.

Date	Time and Place	Agenda Items
Tuesday April 29, 2014	5:30 p.m. Library Meeting Room	Election of Officers Welcome from the City Manager Presentation of FY15 Proposed Budget
Tuesday May 6, 2014	5:30 p.m. 6:00 p.m. Library Meeting Room	Presentation of SEDA Budget Department Presentations Business from the Audience

Continued

Date	Time and Place	Agenda Items
Tuesday May 14, 2013	5:30 p.m. Library Meeting Room	Business from the Audience Departmental Presentation Conclusion

City Services

Under the direction of the City Manager, eight departments and one service area provide services to the citizens of Springfield: City Manager's Office, Development & Public Works, Finance, Fire and Life Safety, Human Resources, Information Technology, Legal and Judicial Services, Library, and Police Departments.

The **City Manager's Office** is responsible for directing and coordinating the work plans of all City Departments in conformance with the goals and objectives established by the Mayor and City Council.

The **Development & Public Works Department** provides urban planning services to the community, mandates building permitting and inspection, responds to property nuisance complaints, manages City-owned real estate; designs, constructs, operates, and maintains public improvements, facilities and equipment owned by the City and the public.

The **Finance Department** provides financial management services to all City Departments, the City Council, Budget Committee, the Metropolitan Wastewater Management Commission, the Regional Fiber Consortium and the Springfield Economic Development Agency.

The **Fire and Life Safety Department** acts as first responder in medical and fire-related emergencies, reviews buildings and construction plans to ensure fire safety and provides FireMed and ambulance billing services for many different agencies.

The **Human Resources Department** serves other City Departments by providing technical advice, service, leadership and training for issues related to the City's work force.

The **Information Technology Department** is responsible for the purchasing, repair and maintenance of the City's telecommunications and computer networks and systems.

The **Legal and Judicial Service Area** is responsible for functions provided by the City Attorney, the City Prosecutor and the Municipal Court.

The **Library Department** provides a wide range of informational, educational, cultural and recreational materials to more than 18,070 patrons in our community.

The **Police Department** responds to the emergency and law enforcement needs of the community through response to calls for service, police patrols, traffic law enforcement and investigation of crimes.

Please refer to the Operating Budget section of this document for more detailed information about the departments and service area listed above.

City Services

Purpose of an Annual Budget – The budget represents the financial plan of the City. It is a policy tool for the Mayor and City Council to express the targets and priorities for the next fiscal year and an implementation tool that translates the targets into action plans which are reflected in each program’s goals, objectives and performance measures.

The budget serves other functions as well. It is a financial tool which enables the City to allocate its resources. As a public document, it is a tool for elected officials and administrators to communicate decisions to the citizens and staff. As a decision-making document, staff uses the budget both as an accounting tool to ensure financial integrity and a management auditing tool to measure performance.

Budget Process Overview – Oregon’s local budget law, as set forth in Chapter 294 of the Oregon Revised Statutes, requires local governments to prepare and adopt an annual budget. The law establishes standard procedures for preparing, presenting, and administering the budget. The law requires citizen involvement in the preparation of the budget and public disclosure of the budget before final adoption.

Preparation – The City of Springfield operates on a fiscal year calendar (July 1 to June 30 of the following year). Preparation of the City budget usually begins in January by projecting annual resources and requirements for the coming fiscal year. Resources include revenues received in the current fiscal year, such as property tax receipts, user fees, grants and inter-governmental revenues, as well as reserves and working capital carried forward from the previous fiscal year. Requirements include wages, materials and services and other known costs. This comparison of resources and requirements establishes the context in which the Budget Committee provides policy direction for the preparation of the budget.

Before City staff begins preparing the budget for the upcoming fiscal year, the Budget Committee or City Council are asked to establish general guidelines that will govern the preparation process. After the guidelines are established, staff prepares a proposed budget which the City manager presents to the Budget Committee, usually in April.

The Budget Committee, consisting of the City Council and an equal number of citizens, reviews and revises the budget during a series of meetings in April and May. After the Budget Committee approves the budget, it is forwarded to the City Council for final adoption, usually in late June. A summary of the budget is published in the local newspaper prior to a City Council public hearing. The City Council has final authority to adopt or change the budget. If a change occurs during the review and adoption of the budget (after the public notice of the budget) that increases the property tax levy or increases expenditures in any fund by more than 10%, the budget must be referred back to the Budget Committee.

City of Springfield Annual Budget Process and Timeline

A summary of the City's annual budget process timeline is as follows:

January

- ♦ The citizen members of the City of Springfield Budget Committee are appointed by Council.
- ♦ Springfield City Council adopts goals for the next fiscal year.

January – March

- ♦ The City Council adopts the Five Year Capital Improvement Program.
- ♦ The City Council reviews the Community Development Block Grant projects for budget preparation.
- ♦ The Budget Committee or City Council provides guidance to City Manager.
- ♦ The City Manager prepares the recommended FY15 Proposed Budget for consideration by the Budget Committee.

April – May

- ♦ The City Manager's budget message and the Proposed Budget are presented to the Budget Committee.
- ♦ The Budget Committee meets and deliberates on the Proposed Budget.

May

- ♦ The Budget Committee recommends its FY15 Approved Budget to the City Council.

June

- ♦ The City Council holds hearings and adopts the FY15 Annual Budget.

July 2015

- ♦ The FY15 Adopted Budget is implemented and Tax Levy certified.

Adjusting the Adopted Budget

The budget may be amended during the fiscal year. Amending a budget means that the original resolution adopted by Council will be changed based on updated information and/or unanticipated revenues or expenditures occurring after the adoption. Changes to the original resolution that alter legal spending levels must be approved by the City Council before any action can occur. Changes to the resolution are processed through supplemental budget action.

A supplemental budget must be prepared and adopted before any expenditures are made in excess of a department's legal budget appropriation. Notices of all budget hearings are published in the Springfield Times using guidelines in the Oregon Budget Law manual.

CITY OVERVIEW - Continued
FY15 Adopted Budget

Total Operating Budget and Debt Service - Last Four Fiscal Years

Budget Data	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Operating Budget - All Funds	\$ 74,474,206	\$ 80,299,146	\$ 94,787,508	\$ 95,378,761
Cost per Capita	1,244.56	1,331.24	1,558.97	1,556.24
% Change (cost per capita)		7.0%	17.1%	-0.2%
Debt Service *	\$ 3,292,676	\$ 3,295,156	\$ 3,287,968	\$ 3,287,303
Cost per Capita	55.02	54.63	54.08	53.64
% Change (cost per capita)		-0.7%	-1.0%	-0.8%
Population	59,840	60,319	60,802	61,288

Total Operating Revenue by Source - Last Four Fiscal Years

Source	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Taxes	\$ 28,379,525	\$ 29,215,818	\$ 30,393,216	\$ 31,959,194
Licenses and Permits	3,189,451	3,441,747	3,301,789	3,530,722
Intergovernmental	9,016,491	8,679,809	9,810,844	8,543,330
Charges for Service	55,276,692	61,732,750	64,825,557	67,745,417
Fines and Forfeitures	1,737,151	1,499,746	1,752,200	2,027,263
Use of Money and Property	2,793,940	2,587,340	2,941,326	2,402,609
Special Assessments	48,934	43,859	26,000	17,300
Miscellaneous Receipts	1,060,350	1,043,454	1,174,243	980,500
Other Financing Sources	46,438,285	43,388,402	34,873,843	34,454,549
Cash Carry-Over	161,484,828	165,975,180	170,254,876	164,494,576
Total	\$ 309,425,647	\$ 317,608,104	\$ 319,353,894	\$ 316,155,460

Staffing Summaries Citywide Full-Time Authorized Positions - Last Four Years

Source	FY12 Adopted	FY13 Adopted	FY14 Adopted	FY15 Adopted
Total Personnel (FTE)	421.96	408.49	406.69	407.94
Employees/1,000 Population	7.05	6.77	6.69	6.66
% Change in Emp/1,000 Population		-3.96%	-1.23%	-0.49%

* Amended as of June 16, 2014

TOTAL BUDGET SUMMARY - FY12 through FY15
Resources and Requirements: All Funds

Source	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Resources: (Summary Level)				
Taxes (Current and Delinquent)	\$ 28,379,525	\$ 29,215,818	\$ 30,393,216	\$ 31,959,194
Licenses, Permits and Fees	3,189,451	3,441,747	3,301,789	3,530,722
Intergovernmental	9,016,491	8,679,809	9,810,844	8,543,330
Charges for Service	55,276,692	61,732,750	64,825,557	67,745,417
Fines and Forfeitures	1,737,151	1,499,746	1,752,200	2,027,263
Use of Money and Property	2,793,940	2,587,340	2,941,326	2,402,609
Special Assessments	48,934	43,859	26,000	17,300
Miscellaneous Receipts	1,060,350	1,043,454	1,174,243	980,500
Other Financing Sources	46,438,285	43,388,402	34,873,843	34,454,549
Total Current Revenues	\$ 147,940,819	\$ 151,632,925	\$ 149,099,018	\$ 151,660,884
Cash Carryover	161,484,828	165,975,180	170,254,876	164,494,576
Total Resources	\$ 309,425,647	\$ 317,608,104	\$ 319,353,894	\$ 316,155,460
	-	-	-	-
Requirements:				
Operating Budget				
City Manager's Office	\$ 1,412,294	\$ 1,514,795	\$ 1,484,188	\$ 1,483,643
Development & Public Works			\$ 40,221,278	\$ 40,146,060
Development Services	3,855,586	3,481,724	-	-
Finance	1,066,336	1,146,238	1,201,322	1,229,008
Fire and Life Safety	16,557,474	16,475,958	17,963,920	17,726,953
Human Resources	1,080,258	3,764,588	8,918,444	9,426,048
Information Technology	1,408,940	1,487,246	1,625,173	1,685,817
Legal and Judicial Services	1,768,193	1,770,486	1,824,789	1,882,451
Library	1,440,910	1,457,971	1,608,271	1,686,068
Police	18,009,013	18,499,899	19,940,123	20,112,713
Public Works	27,875,201	30,700,241	-	-
Total Operating Budget	\$ 74,474,206	\$ 80,299,146	\$ 94,787,508	\$ 95,378,761
Total Capital Budget	13,006,636	11,727,537	30,926,298	28,347,590
Total Non-Departmental Budget	56,012,406	55,327,846	193,640,088	192,429,109
Total Requirements	\$ 143,493,248	\$ 147,354,529	\$ 319,353,894	\$ 316,155,460
	-	-	-	-

* Amended as of June 16, 2014

TOTAL BUDGET SUMMARY - FY12 through FY15
Resources and Requirements: General Fund

Source	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Resources: (Summary Level)				
Taxes (Current and Delinquent)	\$ 17,648,630	\$ 18,141,402	\$ 18,522,168	\$ 19,427,022
Licenses, Permits and Fees	2,044,417	2,271,576	2,168,989	2,312,097
Intergovernmental	3,857,269	4,161,177	3,933,301	3,991,551
Charges for Service	2,843,890	2,867,845	3,112,570	3,103,345
Fines and Forfeitures	1,573,505	1,418,423	1,752,000	2,026,663
Use of Money and Property	73,085	54,406	152,500	72,500
Miscellaneous Receipts	430,597	201,699	208,823	223,000
Other Financing Sources	3,677,118	3,505,966	3,411,937	3,467,117
Total Current Revenues	\$ 32,148,512	\$ 32,622,492	\$ 33,262,288	\$ 34,623,295
Cash Carryover	7,551,136	7,754,752	8,268,084	8,214,717
Total Resources	\$ 39,699,648	\$ 40,377,244	\$ 41,530,372	\$ 42,838,012
Requirements:				
Operating Budget				
City Manager's Office	\$ 1,075,431	\$ 1,238,724	\$ 1,278,092	\$ 1,281,335
Development & Public Works			2,224,456	2,399,777
Development Services	1,283,833	1,112,960	-	-
Finance	832,650	852,975	899,438	930,325
Fire and Life Safety	9,966,973	9,651,508	10,141,750	10,111,701
Human Resources	374,108	398,744	383,533	439,238
Information Technology	1,339,119	1,390,837	1,357,608	1,478,817
Legal and Judicial Services	1,402,593	1,374,233	1,410,561	1,451,521
Library	1,333,601	1,342,895	1,454,774	1,545,761
Police	12,270,639	12,803,458	13,272,250	13,916,034
Public Works	987,402	941,604	-	-
Total Operating Budget	\$ 30,866,349	\$ 31,107,938	\$ 32,422,462	\$ 33,554,509
Total Capital Budget	-	-	-	-
Total Non-Departmental Budget	1,078,547	1,001,222	9,107,910	9,283,503
Total Requirements	\$ 31,944,896	\$ 32,109,160	\$ 41,530,372	\$ 42,838,012

* Amended as of June 16, 2014

TOTAL BUDGET SUMMARY - FY12 through FY15 Requirements Only - All Funds

Expenditures by Department	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
City Manager's Office	\$ 1,462,294	\$ 1,539,795	\$ 1,514,188	\$ 1,533,643
Development & Public Works			71,117,576	68,443,650
Development Services	3,855,991	3,481,724	-	-
Finance	1,066,336	1,146,238	1,201,322	1,229,008
Fire and Life Safety	16,557,474	16,475,958	17,963,920	17,726,953
Human Resources	1,080,258	3,764,588	8,918,444	9,426,048
Information Technology	1,408,940	1,487,246	1,625,173	1,685,817
Legal and Judicial Services	1,768,193	1,770,486	1,824,789	1,882,451
Library	1,440,910	1,457,971	1,608,271	1,686,068
Police	18,009,013	18,499,899	19,940,123	20,112,713
Public Works	40,831,432	42,402,778	-	-
Non-Departmental	56,012,406	55,327,846	193,640,088	192,429,109
Total	\$ 143,493,248	\$ 147,354,529	\$ 319,353,894	\$ 316,155,460
	-	-	-	-
Expenditures by Fund	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
General - Fund 100	\$ 31,944,896	\$ 32,109,160	\$ 41,530,372	\$ 42,838,012
Street - Fund 201	4,949,626	5,056,747	6,222,840	6,243,505
Jail Operations - Fund 202	2,462,753	2,667,337	2,920,559	2,931,550
Special Revenue - Fund 204	1,140,217	817,557	1,631,578	1,196,504
Transient Room Tax - Fund 208	865,008	923,169	1,293,249	1,499,955
Community Development - Fund 210	1,019,459	813,552	1,504,941	881,696
Building Fund - Fund 224	1,035,924	864,647	920,368	904,440
Fire Local Option Levy - Fund 235	1,526,839	1,538,828	1,938,364	1,888,955
Police Local Option Levy - Fund 236	3,773,116	4,547,866	6,242,229	6,921,943
Bancroft Redemption - Fund 305	63,872	19,289	160,109	127,338
Bond Sinking - Fund 306	3,292,676	3,295,156	3,830,475	3,673,870
Regional Wastewater Debt Service - Fund 312	7,712,100	7,710,025	7,711,426	7,706,701
Sewer Capital Projects - Fund 409	3,094,217	7,226,264	14,093,718	10,831,751
Regional WW Rev. Bond Cap. Proj. - Fund 412	2,668,669	5,242,580	21,202,123	18,449,950
Development Assessment Capital - Fund 419	75,271	114,025	1,144,453	1,061,576
Development Projects - Fund 420	1,177,605	639,706	5,179,561	3,712,301
Drainage Capital - Fund 425	281,954	765,715	15,412,581	15,427,761
Police Building Bond Capital Project - Fund 428	47,043	24,075	131,422	-

Expenditures by Fund - Continued	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Regional Wastewater Capital - Fund 433	7,204,797	3,255,308	66,580,924	71,251,259
Street Capital - Fund 434	7,703	38,082	889,604	902,305
SDC Storm Improvement - Fund 440	90,550	80,499	1,728,419	1,308,562
SDC Storm Drainage Reimb Fund - Fund 441	21,173	22,994	91,771	129,967
SDC Sanitary Reimbursement - Fund 442	189,087	135,888	1,381,788	1,533,320
SDC Sanitary Improvement - Fund 443	137,254	129,344	429,300	382,778
SDC Regional Wastewater Reimb. - Fund 444	16,971	16,691	337,445	466,325
SDC Regional Wastewater Improv. - Fund 445	2,000,957	1,202,116	3,181,852	3,039,852
SDC Transportation Reimbursement - Fund 446	83,045	154,259	337,256	374,011
SDC Transportation Improvement - Fund 447	192,892	337,116	1,496,503	1,600,443
Sewer Operations - Fund 611	7,438,406	8,251,002	11,151,274	10,995,354
Regional Wastewater - Fund 612	27,846,001	28,428,685	43,737,443	44,701,540
Ambulance - Fund 615	5,005,353	5,045,597	5,583,729	5,855,768
Drainage Operating - Fund 617	6,454,943	5,640,353	9,729,831	9,134,852
Booth-Kelly - Fund 618	1,268,523	1,443,643	2,450,569	2,067,321
Regional Fiber Consortium - Fund 629	40,937	40,610	159,760	326,247
Insurance - Fund 707	16,754,581	15,927,258	24,901,494	25,184,780
Vehicle and Equipment - Fund 713	1,099,262	2,371,917	11,328,738	9,913,171
SDC Administration - Fund 719	509,570	457,470	785,826	689,797
Total	\$ 143,493,248	\$ 147,354,529	\$ 319,353,894	\$ 316,155,460
	-	-	-	-
Expenditures by Category	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Personal Services	\$ 44,578,831	\$ 44,981,648	\$ 47,984,793	\$ 49,052,341
Materials and Services	28,137,455	32,691,252	42,372,434	42,737,055
Capital Outlay	1,757,920	2,626,246	4,430,281	3,589,365
Capital Projects	13,006,636	11,727,537	30,926,298	28,347,590
Non-Departmental	56,012,406	55,327,846	193,640,088	192,429,109
Total	\$ 143,493,248	\$ 147,354,529	\$ 319,353,894	\$ 316,155,460
Expenditure Summary	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Operating	\$ 74,474,206	\$ 80,299,146	\$ 94,787,508	\$ 95,378,761
Capital Projects	13,006,636	11,727,537	30,926,298	28,347,590
Non Departmental	56,012,406	55,327,846	193,640,088	192,429,109
Total	\$ 143,493,248	\$ 147,354,529	\$ 319,353,894	\$ 316,155,460

* Amended as of June 16, 2014

Note: Department totals include Capital Projects and Capital Outlay

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OPERATING BUDGET SUMMARY - FY12 through FY15
Requirements Only - All Funds

Expenditures by Department	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
City Manager's Office	\$ 1,412,294	\$ 1,514,795	\$ 1,484,188	\$ 1,483,643
Development & Public Works			40,221,278	40,146,060
Development Services	3,855,586	3,481,724	-	-
Finance	1,066,336	1,146,238	1,201,322	1,229,008
Fire and Life Safety	16,557,474	16,475,958	17,963,920	17,726,953
Human Resources	1,080,258	3,764,588	8,918,444	9,426,048
Information Technology	1,408,940	1,487,246	1,625,173	1,685,817
Legal and Judicial Services	1,768,193	1,770,486	1,824,789	1,882,451
Library	1,440,910	1,457,971	1,608,271	1,686,068
Police	18,009,013	18,499,899	19,940,123	20,112,713
Public Works	27,875,201	30,700,241	-	-
Total	\$ 74,474,206	\$ 80,299,146	\$ 94,787,508	\$ 95,378,761

Expenditures by Fund	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
General - Fund 100	\$ 30,866,349	\$ 31,107,938	\$ 32,422,462	\$ 33,554,509
Street - Fund 201	4,599,626	4,956,747	5,700,475	5,479,397
Jail Operations - Fund 202	2,462,753	2,667,337	2,804,285	2,924,126
Special Revenue - Fund 204	1,097,230	727,316	1,070,467	598,405
Transient Room Tax - Fund 208	378,814	406,169	359,818	356,407
Community Development - Fund 210	1,019,459	813,552	1,501,874	881,696
Building Code - Fund 224	1,008,874	864,647	813,156	855,103
Fire Local Option Levy - Fund 235	1,526,839	1,538,828	1,548,939	1,633,670
Police Local Option Levy - Fund 236	2,501,611	2,724,560	2,896,521	2,950,983
Bancroft Redemption - Fund 305	13,872	15,885	17,149	17,394
Development Assessment Capital - Fund 419	61,399	98,140	104,087	85,789
Regional Wastewater Capital - Fund 433	1,049,525	1,282,560	2,309,264	1,673,400
SDC Storm Improvement - Fund 440	49,791	33,553	56,358	56,358
SDC Sanitary Reimbursement - Fund 442	181,632	126,363	152,968	152,968
SDC Storm Drainage Reimb Fund - Fund 441	21,173	22,994	32,204	32,204
SDC Sanitary Improvement - Fund 443	91,592	83,682	80,469	72,460
SDC Regional Wastewater Reimb. - Fund 444	87	167	2,000	2,000
SDC Regional Wastewater Improve. - Fund 445	957	2,116	3,000	3,000
SDC Transportation Reimb. - Fund 446	45,683	44,457	39,172	36,231
SDC Transportation Improvement - Fund 447	83,873	137,999	144,094	124,790
Sewer Operations - Fund 611	3,002,095	3,268,253	3,590,716	3,636,630
Regional Wastewater - Fund 612	13,617,734	14,123,208	16,080,022	16,677,647

Operating Budget Summary - Continued

Expenditures by Fund	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Ambulance - Fund 615	5,005,353	5,045,597	5,363,581	5,669,282
Drainage Operating - Fund 617	3,627,683	3,999,228	4,775,250	4,922,916
Booth-Kelly - Fund 618	284,959	524,270	580,118	611,892
Regional Fiber Consortium - Fund 629	40,937	40,610	46,100	86,100
Insurance - Fund 707	704,550	3,355,999	8,533,911	8,986,810
Vehicle and Equipment - Fund 713	620,186	1,831,312	3,151,551	2,712,215
SDC Administration - Fund 719	509,570	455,660	607,497	584,379
Total	\$ 74,474,206	\$ 80,299,146	\$ 94,787,508	\$ 95,378,761
	-	-	-	-

Expenditures by Category	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Personal Services	\$ 44,578,831	\$ 44,981,648	\$ 47,984,793	\$ 49,052,341
Materials and Services	28,137,455	32,691,252	42,372,434	42,737,055
Capital Outlay	1,757,920	2,626,246	4,430,281	3,589,365
Total	\$ 74,474,206	\$ 80,299,146	\$ 94,787,508	\$ 95,378,761

* Amended as of June 16, 2014

FY15 OPERATING BUDGET

All Funds: \$ 95,378,761

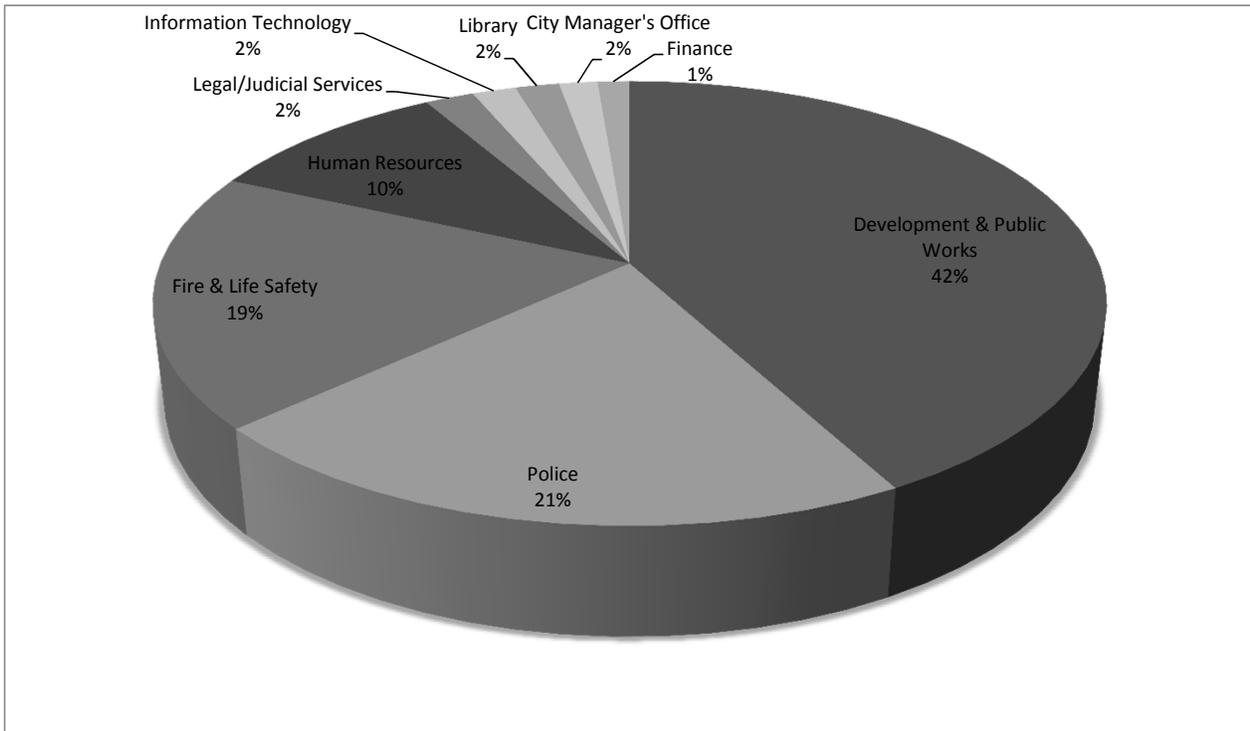
By Department

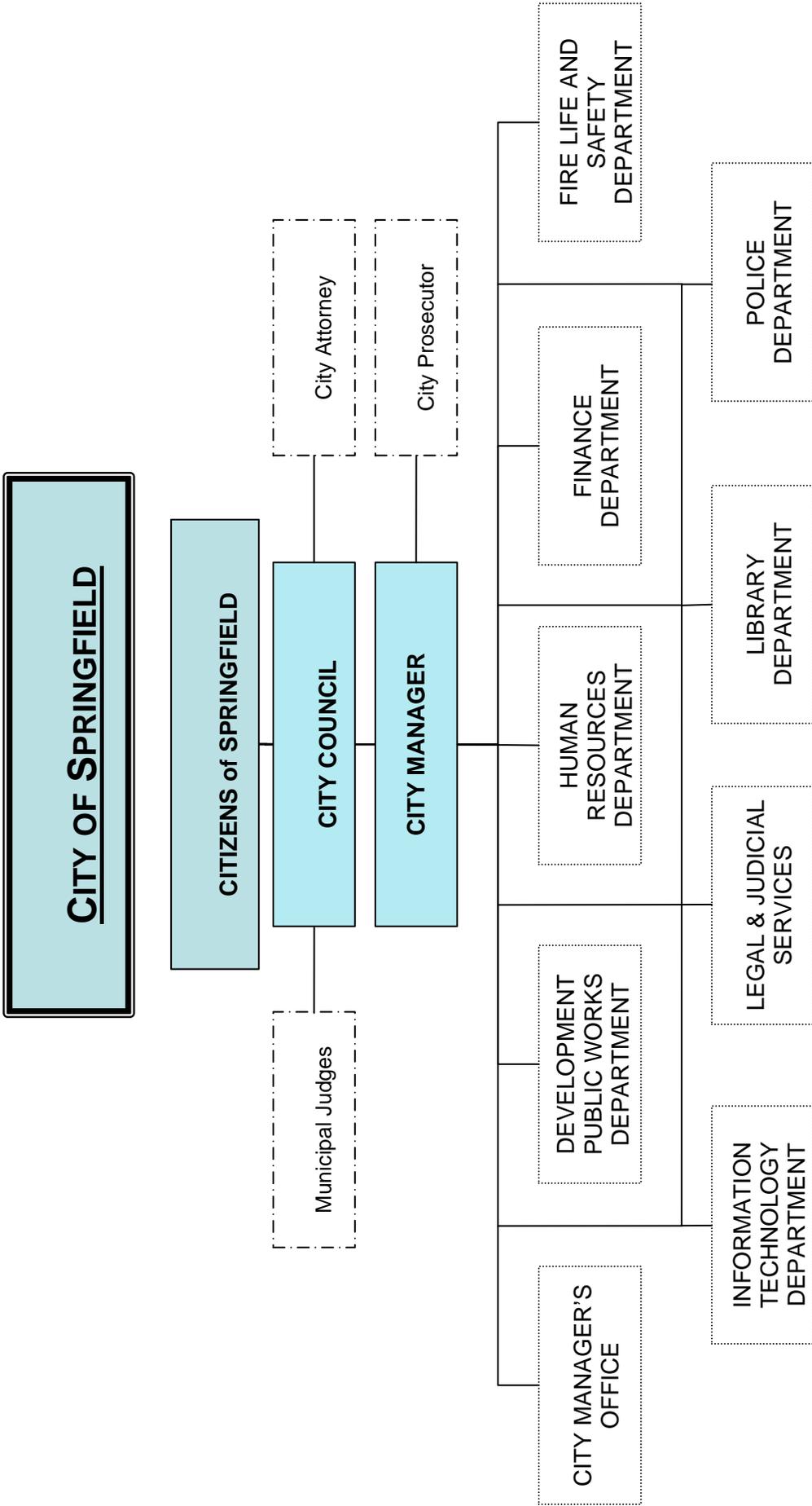
	Amount	%
City Manager's Office	\$ 1,483,643	2%
Development & Public Works	40,146,060	42%
Finance	1,229,008	1%
Fire & Life Safety	17,726,953	19%
Human Resources	9,426,048	10%
Information Technology	1,685,817	2%
Legal/Judicial Services	1,882,451	2%
Library	1,686,068	2%
Police	20,112,713	21%
Total	\$ 95,378,761	100%

By Category

	Amount	%
Personal Services	\$ 49,052,341	51%
Materials and Services	42,737,055	45%
Capital Outlay	3,589,365	4%
Total	\$ 95,378,761	100%

By Department





City Manager's Office

Departmental Programs

- **Administration**
- **Economic Development**
- **Communications**
- **Mayor and Council**

Department Description

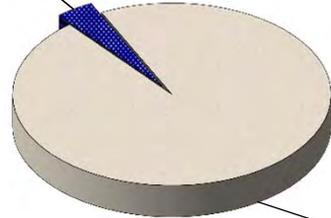
The City Manager's Office directs and coordinates the work plans of all City departments in conformance with the goals and objectives established by the Mayor and City Council. The City Manager is the chief administrative officer for the City and is responsible for informing and advising the City Council regarding services the City provides to the community and ensures that appropriate administrative processes are in place to facilitate effective and efficient provision of City services. The City Manager oversees the administration of all City departments and functions and appoints the department directors. Staff in the City Manager's Office support the Mayor and City Council and are responsible for city recorder functions, city elections, management of boards, commissions and committees as well as media relations, public information, responding to citizen concerns, intergovernmental relations, website maintenance, administration of the City budget, , and managing the city's community and economic development program, including staffing of the Springfield Economic Development Agency.

Mission

The City Manager's Office mission is to ensure a common vision exists throughout the City's service delivery systems and the citizens of Springfield are encouraged to participate in City government. Supporting multi-jurisdictional partnerships and maintaining excellent working relationships with other governments is a focus of the City Manager's Office. The City Manager's Office creates and facilitates systems, processes and policies necessary to provide quality and consistent services to our community. The City Manager's Office ensures the city's Community and Economic Development Program offers businesses, community organizations and citizens the appropriate support for economic development and growth, and promotes awareness and understanding of city services, policies, projects and issues through communication with the citizens, employees, news media, special interest groups, community groups, neighborhoods and businesses. The City Manager's Office also staffs and implements the Springfield Economic Development Agency to develop and redevelop both the Glenwood and Downtown areas through their respective Urban Renewal plans.

FY15 OPERATING BUDGET - General Fund		\$ 33,554,509
City Manager's Office:	\$ 1,281,335	

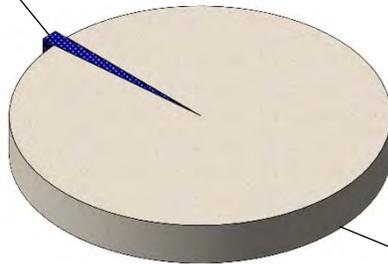
City Manager's Office
4%



All Others
\$32,273,174
96%

FY15 OPERATING BUDGET - All Funds		\$ 95,378,761
City Manager's Office:	\$ 1,483,643	

City Manager's Office
2%



All Others
\$93,895,118
98%

City Manager's Office

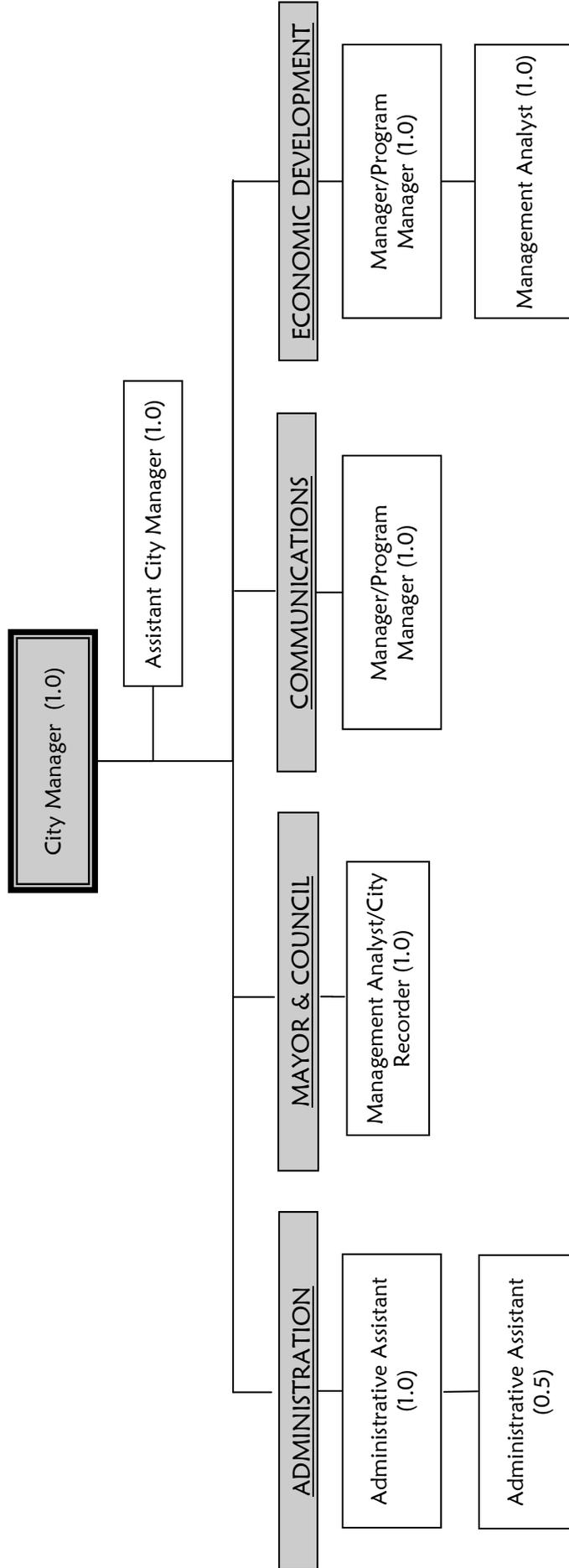
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 792,850	\$ 936,221	\$ 983,682	\$ 970,204
Materials and Services	619,444	578,575	500,506	513,439
Total	\$ 1,412,294	\$ 1,514,795	\$ 1,484,188	\$ 1,483,643
Expenditures by Fund:				
General	\$ 1,075,431	\$ 1,238,724	\$ 1,278,092	\$ 1,281,335
Special Revenue	110,964	35,873	19,117	15,730
Transient Room Tax	225,899	240,199	184,579	184,178
Vehicle and Equipment	-	-	2,400	2,400
Total	\$ 1,412,294	\$ 1,514,795	\$ 1,484,188	\$ 1,483,643
Expenditures by Sub-Program:				
Administration	\$ 628,119	\$ 761,779	\$ 801,982	\$ 613,927
City Council	33,757	31,499	35,428	134,849
Communications	6,265	17,561	17,133	165,463
Economic Development	387,956	321,715	262,869	253,383
Intergovernmental	356,197	382,242	366,776	316,021
Total	\$ 1,412,294	\$ 1,514,795	\$ 1,484,188	\$ 1,483,643

* Amended as of June 16, 2014

City Manager's Office

Total FTE: 7.5



City Manager's Office

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	6.40	6.40	6.40	6.90
Transient Room Tax	0.60	0.60	0.60	0.60
Total Full-Time Equivalents	7.00	7.00	7.00	7.50

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Administrative Aide/City Recorder	1.00	1.00	1.00	1.00
Administrative Assistant	0.00	0.00	0.00	1.50
Administrative Coordinator	1.00	1.00	1.00	0.00
Assistant City Manager	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00
Community Development Manager	1.00	1.00	1.00	1.00
Community Relations Manager	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	7.00	7.00	7.00	7.50

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City Manager's Office

Program: Administration

Program Description:

The City Manager's Office is responsible for directing and coordinating the work plans of all City departments in conformance with the goals and objectives established by the Mayor and City Council. The City Manager is responsible for informing and advising the City Council about changes in service levels and delivery mechanisms, implementing administrative processes which facilitate the effective and efficient provision of City services, analyzing policy issues pertaining to organizational goals and objectives and appointing department directors. Staff in the City Manager's Office is responsible for employee communication, responding to citizen concerns, intergovernmental relations, general administration, budget administration, supporting and responding to the Mayor and City Council, and managing the city's Communications Program, and Community and Economic Development Program which also staffs the City's urban renewal agency.

Budget Highlights:

The budget includes continued funding to support City participation in TEAM Springfield. The proposed budget currently includes continued funding for regional Intergovernmental Agencies and local outside agencies (Springfield Area Chamber of Commerce, Human Services, L-COG, League of Oregon Cities, and the Springfield Museum). Funding for the referenced agencies is reflected within the City Manager's Office budget program area titled Intergovernmental Agencies. Based upon policy direction, funding for these outside agencies could continue to be funded, reduced and/or eliminated.

Service Level Changes:

Material & Services targets for FY 2015 limits expenditures to the required activities and may limit any non-mandatory costs such as memberships, travel/meeting, subscriptions and donations. Costs related to advertising, sponsorships, and event coordination have been moved from Administration into the Communications Program budget. Additional funds have been requested to provide further annual support for human services related functions. These targets are set within the Intergovernmental Agreement budget and reflect the first increase in funds provided for human services partnerships in decades.

Costs related to staffing have decreased as 1fte has been re-allocated to the Communications Program and 1fte has been re-allocated to the Mayor and Council Program. While this change does not generate an increase in the overall City Manager's Office budget, it does provide a more accurate reflection of actual costs to operate individual programs.

Administration Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
<p style="text-align: center;">To Offer Financially Sound and Stable Government Services</p>	<p>Departments manage resources to maintain staffing levels for key services, through proposed FTE, each budget year.</p>	<p>Number of City Employees per 1000 Population</p>	<p>8.00</p>	<p>6.68</p>	<p>8.00</p>
	<p>Retain community support by informing the community regarding services provided on a monthly basis through media advisories, print and news stories.</p>				
	<p>Update Council/Budget Committee regarding financial forecast related to annual FTE by reporting annually, at the mid-year budget meeting.</p>				

City Manager's Office

Program: Mayor and Council

Program Description:

The Mayor and Council Program is responsible for coordinating the functions of the Mayor and City Council. The program is staffed by the City Recorder and includes the responsibilities of assembling sufficient materials for the Mayor and Council to make informed decisions on matters placed before them.

Staff to the Mayor and Council are also responsible for city elections, management of boards, commissions and committees, maintenance of the public record, and responding to citizen concerns and public records requests.

Budget Highlights:

The Mayor and Council Program budget includes funding to support the coordination of public meetings as well as Council and Mayor attendance and collaboration on regional issues and events. In addition to funding materials and services to support public meetings and maintain the public record, funds are budgeted to provide a minimum level of training and development for both elected officials and the City Recorder. This training is vital to building relationships and knowledge which creates opportunities for innovation and partnerships at a regional, state, and national level.

Service Level Changes:

Costs related to staffing have increased as the position of City Recorder (1fte) has been re-allocated from the CMO Administration Program to the Mayor and Council Program.

Costs related to advertising, sponsorships, and event coordination, have been moved from Mayor and Council to the Communications Program budget. Targets otherwise limit expenditures to the required activities and may limit any non-mandatory cost such as memberships, travel/meeting, subscriptions, and donations.

Mayor and Council Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
<p style="text-align: center;">To Encourage Economic Development and Revitalization Through Community Partnerships</p>	<p>Opportunities for engagement in initiatives with area partnerships are increasing.</p>	<p style="text-align: center;">Community Events and Collaborative Meetings Attended by the Mayor and/or at Least One City Councilor</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">TBD</p>
	<p>Number of community and business events are increasing.</p>				
	<p>Sufficient funds are available for event attendance.</p>				
<p style="text-align: center;">Provide Financially Responsible and Innovative Government Services</p>	<p>Online voter pamphlet available on City website.</p>	<p style="text-align: center;">Public Records and Information Available to the Public in a Timely Manner</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">100%</p>
	<p>Meeting minutes posted to web within 30 days.</p>				
	<p>Records requests are responded to in a timely manner (within 5 working days).</p>				

City Manager's Office

Program: Communications

Program Description:

The Communications Program is staffed by the Community Relations Manager and responsible for overseeing the City's public outreach activities, including media relations, City branding and promotions, messaging of priority initiatives, and the organization and implementation of special community events and projects. Other responsibilities include working directly with the Mayor, Councilors, and Executive Leadership Team to enhance public awareness of city policy, increasing civic participation, management of City website and social media content, and support to staff in preparing for media/interview requests.

Budget Highlights:

The budget includes continued funding to support public communication and promotions and City participation and management of community sponsorships and events including the State of the City.

Service Level Changes:

Costs related to staffing have increased as the position of Community Relations Manager (1fte) has been re-allocated from the CMO Administration Program to the Communications Program.

Material & Services targets for FY 2015 include an increase to assume the annual website maintenance responsibilities from the Information Technology Department. An increase is also included to perform the Mayor's initiative of implementing a community survey. This is a one-time proposed increase.

Materials & Services funds related to advertising, sponsorships, and event coordination, have been moved from the Mayor and Council Program, Administration Program, and Economic Development Program to the Communications Program budget in an attempt to capture more effectively actual costs related to the operation of the Communications Program. These changes do not affect the overall City Manager's Office budget target. Targets otherwise limit expenditures to the required activities and may limit any non-mandatory cost such as memberships, travel/meeting, subscriptions, and donations.

Communications Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
<p style="text-align: center;">To Preserve the Hometown Feel, Livability and Environmental Quality</p>	<p>Support and provide community events fostering our hometown feel.</p>	<p style="text-align: center;">Residents Perception of Springfield is Positive</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">70%</p>
	<p>Retain community support by informing the community regarding services provided on a monthly basis through media advisories, print and news stories.</p>				
	<p>Community Survey reflects a zero-point gap between community priorities and service delivered.</p>				

City Manager's Office

Program: Economic Development

Program Description:

The Economic Development Program is staffed by 2.0 fte, a Community Development Manager and a Senior Management Analyst. Economic Development staff work to increase the number, diversity and stability of private sector jobs in the community, by assisting local businesses with site development and infrastructure, overseeing the Enterprise Zone program and accessing other incentive programs. The staff provides services designed to facilitate economic growth, tourism, redevelopment and neighborhood stability.

Specific program activities include the administration of the Transient Room Tax program which supports tourism-related activities in Springfield, the Springfield Economic Development Agency (SEDA) which works to develop and redevelop both the Glenwood and Downtown areas through their respective Urban Renewal plans, and the coordination of special projects and community development partnership initiatives like the Sustainable City Year Program partnership and follow-up projects.

Budget Highlights:

The budget includes SEDA funds to provide staff and capital support for redeveloping Glenwood and Downtown. Projects include the installation of street lighting and block improvements in Downtown and the funding of Franklin Blvd reconstruction initiatives in Glenwood.

Discussions continue with developers and owners regarding redevelopment of Glenwood's Riverfront area. When appropriate, incentives such as SDC payments, will be provided out of the Economic Development SEDA funds. Transient Room Tax funds are also eligible for use on special projects increasing tourism in the area.

Service Level Changes: None

Economic Development Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
To Encourage Community and Economic Development and Revitalization	Compare growth of property values in Glenwood Urban Renewal area, versus growth in citywide property values (minus URA values), through a review and comparison of assessed values, from the Lane County Tax Assessor.	Growth in Level of Downtown Urban Renewal Investments (as a % above City assessed value/AV)	2.0%	5%	5.5%
	Compare growth of property values in Downtown Urban Renewal area, versus growth in citywide property values (minus URA values), through a review and comparison of assessed values, from the Lane County Tax Assessor.				
	Monitor number of public/private investments enabled through the Glenwood Urban Renewal for planning and infrastructure.	Growth in Level of Glenwood Urban Renewal Investments (as a % above City assessed value/AV)	2.5%	0.0%	2.5%
	Monitor number of public/private investments enabled through the Downtown Urban Renewal for planning and infrastructure.				
	Review Room Tax recipient contract, evaluate and confirm funds were used for intended purpose.	% of Outcome Measures Met by Room Tax Recipients	100.0%	0.0%	100.0%
	Identify agency goal, confirm it was met and project funding resulted in effective use of funds. Note: No annual funding distribution FY11/12.				

Development and Public Works Department

Departmental Programs

- Administration
- Building Safety and Inspection Services
- Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME)
- Community Events
- Comprehensive Planning
- Development Review and Enforcement
- Drainage/Stormwater
- Emergency Management
- Facilities & Equipment Preservation
- Regional/Local Wastewater
- Streets
- Technical Services
- Transportation

Department Description

The Development and Public Works Department plans, designs, constructs, operates, and maintains public improvements, facilities and equipment owned by the public, processes development applications and building permits, and develops and manages the City's land use plans. The Department provides professional and technical support to other City departments. In addition to the Administration section of the Department, services are provided through five divisions: Current Development, Community Development, Environmental Services, Operations, and Technical Services.

The Administration program provides overall direction and management of the Department, and coordinates interdepartmental activities and City Council support. The administration program is responsible for the City's Emergency Management program, an assignment that was transferred from the Fire and Life Safety Department at the time of the merger of the Springfield and Eugene Fire Departments. The Administration program also manages long-term access to the City's public rights of way and monitors the revenue sources that are critical to the fulfillment of the Department's mission.

The Community Development Division is responsible for the planning, design and construction of public improvements, establishing and operating an efficient and safe multi-modal transportation system, and developing and delivering comprehensive land use plans and associated refinement plans.

The Current Development Division actively works to increase Springfield's housing, business and industry development opportunities and to improve the community's health, safety, welfare and livability through the efficient implementation of the Division's development assistance responsibilities, and the equitable enforcement of the City's Development Code, Municipal Code and each of the Building Safety Codes.

The Environmental Services Division provides administration, management and capital improvements planning and construction services for the Metropolitan Wastewater Management Commission; manages the Industrial Pretreatment Program, local wastewater and drainage rates, and customer service; and coordinates Development and Public Works efforts to manage and regulate activities affecting surface waters to protect water quality and comply with Federal clean water regulations.

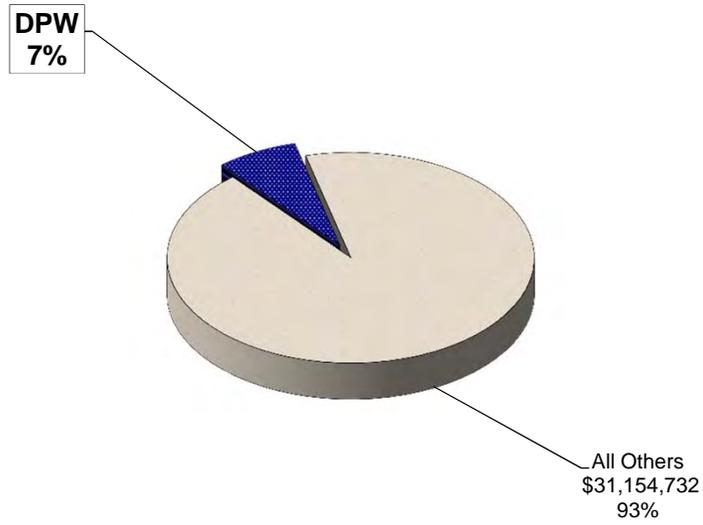
The Operations Division is responsible for maintaining the City's infrastructure, including streets, sewers, drainageways, public properties, vehicles, equipment, and buildings.

The Technical Services Division provides land surveying and develops and maintains geospatial information and automated mapping and facilities management systems.

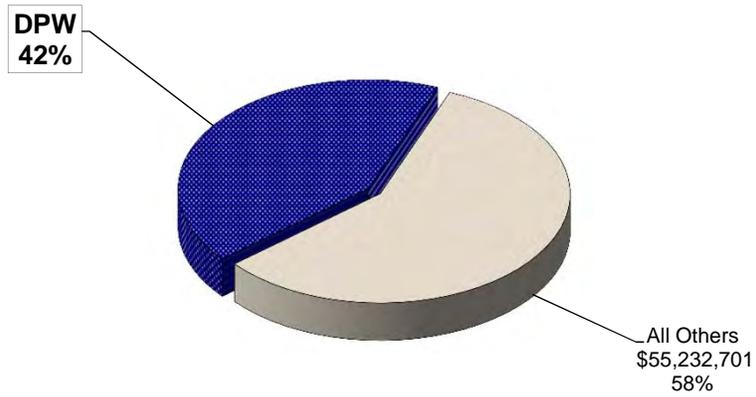
Mission

The City of Springfield Development and Public Works Department facilitates the creation of the City. The Department offers comprehensive development assistance with primary emphasis on customer service to assist applicants with project navigation, facilitation and development with collaborative efforts from other departments and partners to guide applicants through the development process. The Department provides long-range land use planning and zoning; plan and design, construct, operate and maintain infrastructure to promote economic vitality and public safety using the design standards, building codes and the City's municipal code to sustain Springfield's livability.

FY15 OPERATING BUDGET - General Fund	\$ 33,554,509
Development & Public Works:	\$ 2,399,777



FY15 OPERATING BUDGET - All Funds	\$ 95,378,761
Development & Public Works:	\$ 40,146,060



Development & Public Works Department

Financial Summary

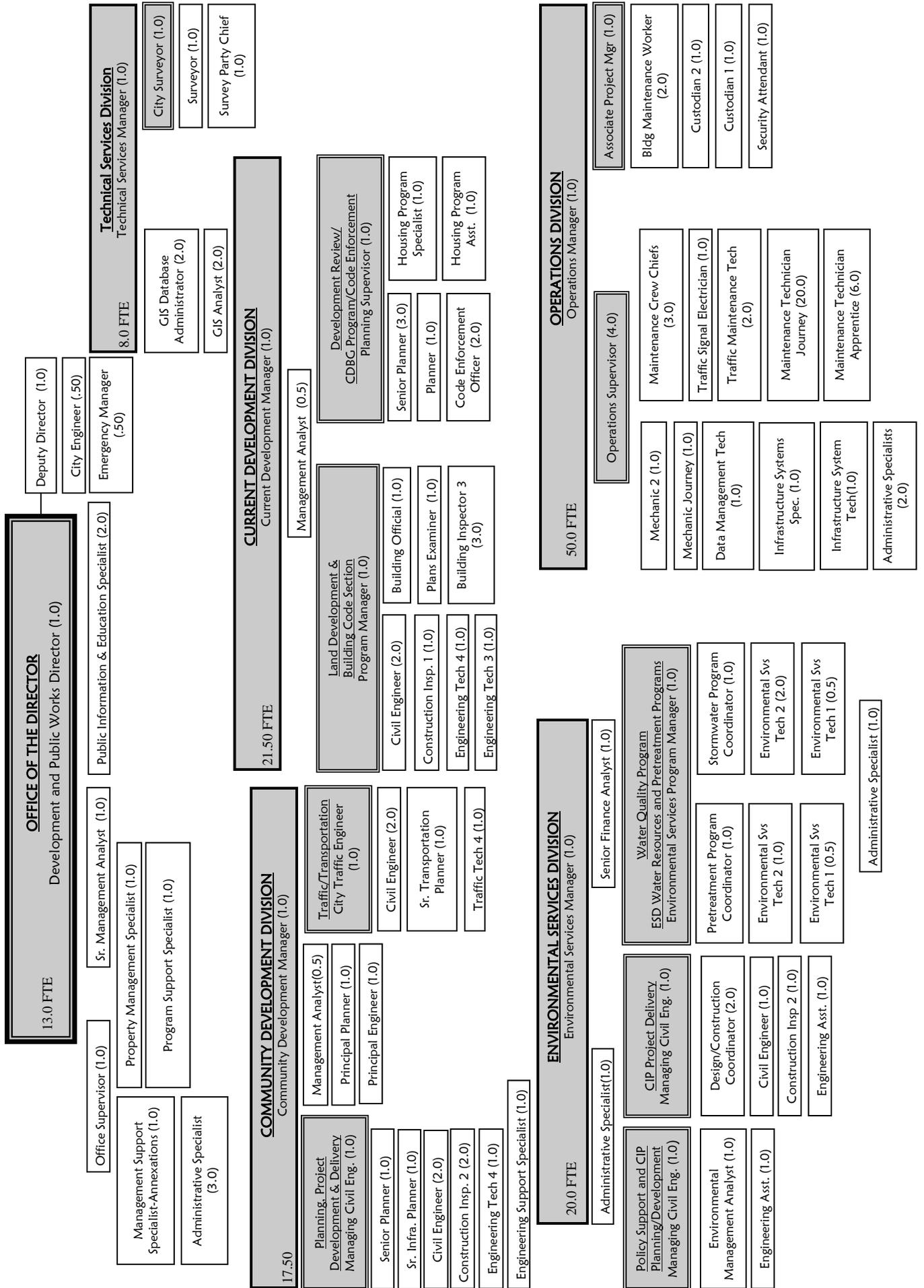
	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 11,814,690	\$ 11,910,956	\$ 13,138,352	\$ 13,276,657
Materials and Services	18,698,212	20,616,219	24,384,519	24,122,581
Capital Outlay	1,217,885	1,654,790	2,698,407	2,746,822
Total	\$ 31,730,787	\$ 34,181,965	\$ 40,221,278	\$ 40,146,060
Expenditures by Fund:				
General	\$ 2,271,236	\$ 2,054,564	\$ 2,224,456	\$ 2,399,777
Building	1,008,874	864,647	813,156	855,103
Booth-Kelly	284,959	524,270	580,118	611,892
Community Development Fund	1,005,821	790,720	1,478,751	858,157
Drainage Operating	3,616,941	3,987,891	4,763,309	4,910,200
Regional Fiber Consortium	40,937	40,610	46,100	86,100
Regional Wastewater	13,530,743	14,017,575	15,965,453	16,553,945
Regional Wastewater Capital	1,049,525	1,282,560	2,309,264	1,673,400
SDC Administration	477,869	438,379	588,423	565,152
SDC Local Storm Improvement	49,791	33,553	56,358	56,358
SDC Storm Drainage Reimbursement	21,173	22,994	32,204	32,204
SDC Local Wastewater Improvement	91,592	83,682	80,469	72,460
SDC Local Wastewater Reimbursement	181,632	126,363	152,968	152,968
SDC Regional Wastewater Improvement	957	2,116	3,000	3,000
SDC Regional Wastewater Reimburse.	87	167	2,000	2,000
SDC Transportation Improvement	83,873	137,999	144,094	124,790
SDC Transportation Reimbursement	45,683	44,457	39,172	36,231
Sewer Operation	2,991,353	3,256,916	3,578,775	3,623,914
Special Revenue	41,747	71,497	48,266	17,000
Street	4,599,626	4,956,747	5,700,475	5,479,397
Transient Room Tax	100,117	109,906	109,392	114,097
Vehicle and Equipment	236,252	1,334,352	1,505,075	1,917,915
Total	\$ 31,730,787	\$ 34,181,965	\$ 40,221,278	\$ 40,146,060

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Continued				
Expenditures by Department:				
Development Services	\$ 3,855,586	\$ 3,481,724		
Public Works	\$ 27,875,201	\$ 30,700,241		
Expenditures by Division:				
Office of the Director			\$ 2,376,768	\$ 2,734,858
Technical Services			1,532,678	1,478,335
Operations			8,973,823	9,284,830
Current Development			3,980,806	3,504,410
ESD			19,606,863	19,597,016
Community Development	-	-	3,750,340	3,546,611
Total	\$ 31,730,787	\$ 34,181,965	\$ 40,221,278	\$ 40,146,060

* Amended as of June 16, 2014

Development and Public Works Department

Total FTE: 130.0



Development & Public Works Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	23.22	20.07	19.61	20.36
Booth-Kelly	0.37	0.90	1.53	1.53
Building Code	10.38	6.90	5.85	5.85
Community Development Fund	4.09	3.16	2.36	2.36
Drainage Operating	30.89	30.88	30.89	30.69
Regional Wastewater	15.80	14.95	15.01	15.01
SDC Administration	4.32	3.47	3.28	3.23
Sewer Operations	19.81	19.62	20.30	19.95
Special Revenue	0.40	0.00	0.00	0.00
Street	30.62	29.75	30.07	30.17
Transient Room Tax	0.85	0.85	0.85	0.85
Total Full-Time Equivalents	140.75	130.55	129.75	130.00

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Administrative Specialist	1.00	5.40	8.00	7.00
Administrative Assistant	0.00	1.00	1.00	0.00
Admin Specialist Annexation	0.00	1.00	1.00	1.00
Asst. Community Services Manager	1.00	0.80	0.00	0.00
Assistant ESD/MWMC Manager	1.00	1.00	0.00	0.00
Assistant Director	1.00	1.00	0.00	0.00
Assistant Project Coordinator	0.00	0.00	1.00	1.00
Assistant Project Manager	1.00	1.00	0.00	0.00
Associate Project Manager	1.00	1.00	1.00	1.00
Building Inspector 3	4.00	2.40	3.00	3.00
Building Maintenance Worker	2.00	2.00	2.00	2.00
Building Official	0.00	0.00	0.00	1.00
Building Permit Review Technician	1.00	0.80	1.00	0.00
City Engineer	1.00	1.00	1.00	1.00
City Surveyor	1.00	1.00	1.00	1.00
Civil Engineer	8.00	9.00	7.00	7.00
Civil Engineer, Manager	0.00	2.00	4.00	4.00
Civil Engineer, Supervising	4.00	2.00	0.00	0.00
Clerk 2	2.00	0.00	0.00	0.00
Clerk 3	4.00	2.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	2.00	1.00
Code Enforcement Analyst	0.00	0.00	0.00	1.00
Community Development Manager	0.00	1.00	1.00	0.00
Construction Inspector 1	1.00	1.00	1.00	1.00
Construction Inspector 2	3.00	3.00	3.00	3.00
Current Development Manager	0.00	1.00	1.00	0.00
Custodian 1	1.00	1.00	1.00	1.00
Custodian 2	1.00	1.00	1.00	1.00
Data Entry Technician	1.00	0.00	0.00	0.00
Data Management Technician	1.00	1.00	1.00	1.00
Departmental Assistant	1.00	1.00	0.00	0.00
Deputy Director	0.00	0.00	1.00	1.00
Design & Construction Coordinator	2.00	2.00	2.00	2.00

Development & Public Works Job Title/Classification, Continued:	Adopted FY12	Adopted FY13	Proposed FY14	Adopted FY15
DSD Director	1.00	0.00	0.00	0.00
DPW Director	0.00	1.00	1.00	1.00
Engineer In Training	2.00	1.00	0.00	0.00
Engineering Assistant	4.00	3.00	3.00	3.00
Engineering Technician 3	1.00	1.00	1.00	1.00
Engineering Technician 4	2.00	2.00	2.00	2.00
Engineering & Trans. Manager	1.00	0.00	0.00	1.00
Environmental Services Manager	1.00	1.00	1.00	1.00
Environmental Services Program Mana	0.00	0.00	1.00	1.00
Environmental Services Supervisor	3.00	2.00	0.00	0.00
Environmental Services Tech	0.00	0.00	1.00	1.00
Environmental Services Technician Sr	2.00	2.00	0.00	0.00
Environmental Services Technician 2	3.00	3.00	3.00	3.00
GIS Analyst	1.00	2.00	2.00	2.00
GIS Database Administrator	1.00	2.00	2.00	2.00
GIS Technician	2.00	0.00	0.00	0.00
Housing Programs Assistant	1.00	1.00	1.00	1.00
Housing Programs Specialist	1.00	1.00	1.00	1.00
Infrastructure Systems Specialist	0.00	1.00	1.00	1.00
Infrastructure Systems Tech	0.00	1.00	1.00	1.00
Maintenance Crew Chief	3.00	3.00	3.00	3.00
Maintenance Journey/Apprentice	27.00	26.00	26.00	26.00
Maintenance Manager	1.00	0.00	0.00	1.00
Maintenance Supervisor	4.00	0.00	0.00	4.00
Management Analyst	3.00	3.80	3.00	3.00
Mechanic	1.00	1.00	1.00	2.00
Mechanic Journey	1.00	1.00	1.00	0.00
Office Supervisor	0.00	0.00	1.00	1.00
Operations Manager	0.00	1.00	1.00	0.00
Operations Supervisor	0.00	4.00	4.00	0.00
Planner 1	1.75	0.75	0.75	1.00
Planner 2	3.00	0.00	0.00	0.00
Planner 3	3.00	0.00	0.00	0.00
Planner, Senior	0.00	4.00	5.00	6.00
Planner Aide	1.00	0.00	0.00	0.00
Planning Manager	1.00	0.00	0.00	1.00
Planning Supervisor	2.00	2.00	1.00	1.00
Plans Examiner	2.00	1.60	1.00	1.00
Principal Engineer	0.00	0.00	1.00	1.00
Principal Planner	0.00	0.00	1.00	1.00
Program Coordinator	0.00	0.00	2.00	2.00
Program Technician	1.00	1.00	1.00	1.00
Property Management Specialist	0.00	0.00	0.00	1.00
Public Information & Education Spc.	1.00	1.00	2.00	2.00
Public Works Director	1.00	0.00	0.00	0.00
Secretary	3.00	0.00	0.00	0.00
Security Attendant	1.00	1.00	1.00	1.00
Survey Party Chief	2.00	1.00	1.00	1.00
Surveyor	1.00	1.00	1.00	1.00
Technical Services Manager	1.00	1.00	1.00	1.00
Traffic Engineer	1.00	1.00	1.00	1.00
Traffic Maintenance Technician	2.00	2.00	2.00	2.00
Traffic Signal Electrician	1.00	1.00	1.00	1.00
Traffic Technician 4	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	130.55	129.75	129.75	130.00

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Development and Public Works Department

Program: Administration

Program Description:

The Office of the Director provides overall direction and management of the Development and Public Works Department administering and coordinating interdepartmental activities and providing policy support for the City Council. The program also supports the Finance Department by monitoring and providing financial oversight to the revenue sources that are critical to the department while directing and evaluating resources. The Administration program directs the coordination of special projects with broader activities with City-wide impact such as implementation of special charges and assessments, the Development and Public Works legislative agenda, agreements for long-term uses of public rights-of-way, as well as the acquisition of public rights of way.

Staff in the Director's office provide Property Management services for city-owned property, administer the City's Management Agreement with the Springfield Museum Board, and manage the Business License program. Staff in the Office of the Director provide financial oversight of the City's Utility and Streets Funds, manage Right of Way Use Agreements, monitor and coordinate Department work plans to assure alignment with the City's Strategic Plan and accomplishment of City Council objectives. The program also provides public information, education and outreach through a variety of media to inform the public and development community about current projects and updates as they arise.

Budget Highlights:

The Administration program budget has increased 19 percent due to utility rate increases, rising insurance premiums, the reallocation of administrative support staff from other divisions, and increased overhead charges. Most of that change (11.5 percent) is due to increases in internal charges. The Administration budget also includes the Office Supervisor, administrative support staff for the whole department, the City Engineer, the City Emergency Management program budget, and the Public Information and Education Outreach staff. This fiscal year the program is decreased by 1.0 FTE, currently a vacant position, to 13.0 FTE.

Service Level Changes:

The Administration program has adjusted job duties of existing staff to continue the same service levels and incorporate the vacant position's functions at the same service levels. The FY15 Proposed changes will allow for greater efficiencies for the program.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Financially Sound and Stable Government	Plan, budget, and manage enterprise funds that support infrastructure and overhead: obtain funding	Infrastructure Enterprise Funds Meet Operating & Capital Requirements	Streets 61% Wastewater 130.6% Stormwater 211.9%	Streets 75% Wastewater 100% Stormwater 100%	Streets 75% Wastewater 100% Stormwater 100%
Foster an Environment that Values Diversity and Inclusion	Proactively solicit goods and services from a diverse group of vendors	Percent of proposers on Development and Public Works solicitation that Self-identify as MWESB. Percent of awards to firms on State MWESB list	7%	15%	15%

Development and Public Works Department

Program: Building Safety and Inspection Services

Program Description:

Staff in the Building Safety and Inspection Services Program 1) provide services that promote and facilitate economic growth and neighborhood stability, 2) provide reasonable safeguards to life, health, property and the public welfare through building permit administration, inspection and enforcement, 3) support the effective coordination of Federal, State and City requirements relative to the built environment and welfare of the community, 4) deliver permits and inspection services efficiently, cost effectively and in a professional manner, and 5) provide prompt, courteous and effective responses to Building Safety Code citizen requests.

Budget Highlights:

In FY15, the Building Safety and Inspection Services program will continue to face a number of challenges with respect to revenues and expenditures. Building permit volume has continued to increase in the last several years, and is expected to continue to increase through FY15. Though permit volumes are up, revenues are still projected to stagnate since much of the building activity is focused on low value additions, alterations, and other small scale construction projects which produce little revenue in comparison to larger projects. Although there are indications that several larger projects may be on the horizon, as a conservative measure the FY15 proposed budget assumes the current trend will continue for at least one more year and relies in part on an inflationary increase in building fees and the addition of a new flat fee for State mandated continuing education, to maintain existing service levels. The performance standards of the program have been and will be maintained by funding core essential services, while reducing expenditures in overhead, and materials and services wherever possible. In FY15, overall expenditures are anticipated to remain largely unchanged from FY14.

Service Level Changes:

The Building Safety and Inspection Services program has and will continue to maintain the City's "same day" response time with respect to inspection services and continues to meet the State's mandated maximum 10 day plan review turnaround time for residential plans. Citizen/customer accessibility will remain a focal point for staff and the program as a whole. An ongoing effort will be continued throughout FY15 in developing a more user-friendly Building Safety and Inspection Services program website, which has been a request, brought to light by members of the building community. Additionally, the overall permit process will be looked at to identify possible areas for efficiencies which will lead to improving review times and ultimately faster permit issuance.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Economic Development and Revitalization through Community Partnerships	Improve Customer Service through Expedient review of permitting and inspections.	Building permit applications processed in a timely manner		TBD	TBD

Development and Public Works Department

Program: Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs

Program Description:

This program administers the CDBG and HOME funded programs and projects to comply with federal regulations. Staff prepare and implement neighborhood refinement plans and functional plans that address community needs for housing, employment opportunities, public safety, affordable health services, social services, and parks and open space. They assist low-income Springfield residents with housing rehabilitation loans, grants, neighborhood improvements, social services, and access to housing and provide financial assistance to non-profit and for-profit housing developers that create affordable housing for low-income Springfield residents. The program provides assistance to low and moderate-income homebuyers purchasing homes in Springfield with Housing and Urban Development (HUD) grant funds made available through the Eugene-Springfield Consortium and provides assistance to downtown and Glenwood redevelopment efforts.

Budget Highlights:

Program levels are driven by the level of federal funding available from the U.S. Department of Housing and Urban Development. Staff estimates that the City will receive allocations of approximately \$480,000 in CDBG funds and \$280,000 in HOME funding, for a total of \$760,000 in FY15 as compared to \$763,000 in FY14. The programs will assist approximately 14,000 low-income persons with social services in part by providing approximately \$71,000 to the Intergovernmental Human Services Commission (HSC). The HSC redistributes the funds to four service agencies; Food for Lane County, the Relief Nursery, White Bird Medical and Catholic Community Services. Funds will also be used to provide down payment assistance for low-income homebuyers, emergency repair assistance to low-income homeowners and project development assistance to affordable housing and community based non-profit organizations.

Among the projects currently being assisted with FY14 funds are the development of the Glenwood River Point Place housing development, improvements to the Sprout! Regional Food Hub, renovation of the parking lot at the Springfield Community Center and the purchase of downtown property at the site of the future Mill Plaza.

Service Level Changes:

With no expected funding increases for FY15, staffing and service levels are expected to remain at the current levels.

Program Performance Indicator:

Council Goal	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Community and Economic Development and Revitalization	Dedicate CDBG funds to benefit primarily low and moderate-income (LMI) persons	Percent of CDBG funds expended on activities and projects that benefit low and moderate-income residents through the creation of affordable housing, social services, and employment opportunities	92% LMI benefit	90% LMI benefit	90% LMI benefit
	Increase opportunities for low & moderate income households to become and remain homeowners	Number of homes purchased by low and moderate income families through the Springfield Home Ownership Program	12 homes are purchased	15 homes are purchased	15 homes are purchased

Development and Public Works Department

Program: Community Events

Program Description:

The Community Events program supports community-wide projects funded from the Transient Room Tax and appropriate expenditures from the Street Operating Fund and Drainage Operating Fund. The program provides assistance to the Veteran's Day Parade, Holiday Parade, Spring Clean-Up, hanging of holiday decorations, community festivals and special projects. Examples of support services include street sweeping, street light decorations, hanging of street banners, volunteer and event coordination, and logistics support. Some services, such as barricades and traffic control, are funded in the Transportation Program.

Budget Highlights:

The Community Events program is projected to remain status quo in FY15. Program activities will mirror past fiscal years.

Service Level Changes:

Staff anticipates that in the fall of calendar year 2014 they will help coordinate a public/private partnership effort to clean graffiti around the City. This effort is now in the planning stage. Financial impacts have not been determined at the current time.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Promote and Enhance Our Hometown Feel while Focusing on Livability and Environmental Quality	Reduce solid waste, pollutants and poor environmental conditions in the community	Trash is Reduced and Community Recycling is Increased	100%	100%	100%

Development and Public Works Department

Program: Comprehensive Planning

Program Description:

The Comprehensive Planning Program prepares updates and provides assistance in the implementation of the Metro Plan, comprehensive plans, refinement plans, special projects, and federal and state mandates; coordinates regional and metropolitan-wide comprehensive planning with Eugene, Lane County and other governments and service providers; prepares reports and option scenarios as directed by Council; and assists other divisions and departments in evaluating and implementing state and federal laws applicable to buildable lands, housing, natural resources and hazards, TransPlan, and the Public Facilities and Services Plan.

Budget Highlights:

The Comprehensive Planning Program will continue to make progress toward completing the Springfield 2030 Comprehensive Plan while working with Metro planning partners to revise the Metro Plan to address the existence of two UGBs and greater jurisdictional planning autonomy.

In FY14 staff continued to work on the Springfield 2030 Plan Urbanization Element. In FY15 decision packages will be forwarded to the elected officials for adoption of both the Economic and Urbanization Elements of the Plan. These Council decisions are highly significant to Springfield's future growth and vitality, as they will identify and locate a sufficient employment lands base to accommodate economic and community development for the planning period 2010-2030. In addition, work will continue on a parcel-specific Springfield 2030 Comprehensive Plan Diagram resulting in specific land use designations for all lands within Springfield's Urban Growth Boundary.

In FY15, the City will complete the Main Street Corridor Vision project funded by the Oregon Department of Transportation. This work is closely coordinated with efforts in the Transportation Program studying transit feasibility in the Main/McVay corridor and the Pedestrian Safety crossing improvements project on Main Street. The Comprehensive Planning program will undertake a review of the land use designations and zoning in the Washburne Historic District and also continue to provide coordination for Downtown Revitalization, undertaking an update to the Downtown Refinement Plan and amendments to the Springfield Development Code to implement new development standards. The Downtown Citizen Advisory Committee will be reenergized to support the plan update and code amendments in support of Downtown redevelopment. Staff will continue to provide liaison support for the Neighborhood Economic Development Corporation (NEDCO) initiated Main Street Program committees.

Service Level Changes:

In FY14 Comprehensive Planning was budgeted at 2.0 FTE, although the majority of 1.0 FTE was assigned to support review of current development activities after significant cuts in that program. In FY15 staff will remain at 2.0 FTE, with a major portion of one position continuing to support development review activities. Comprehensive planning project timelines may need to be extended, and some priorities may not be advanced during the fiscal year due to limits on staff levels and lack of funds for contractual services.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Economic Development and Revitalization through Community Partnerships	Adopt 2030 Plan with 20 year land supply for jobs and housing (mandate)	Project milestones are on schedule	60%	75%	100%

Development and Public Works Department

Program: Development Review and Enforcement

Program Description:

The Development Review and Enforcement Staff: 1) strive to fulfill the Council goals for a safe community, excellent customer service, increased assessed value through quality development, and protection of Springfield's hometown character; 2) implement the Springfield Development Code, and State and Federal law related to land use and development within Springfield's urban growth boundary; 3) amend and update the Springfield Development Code in response to state and federal mandates, court decisions, and Council policies; 4) process administrative and quasi-judicial land use applications; 5) provide front-counter customer service on issues related to land use, development, and code compliance; 6) serve the City Council and Planning Commission on matters involving the division's programs; 7) collaborate with other public agencies, property owners and land developers to protect the public interest; 8) deliver a development review process that is prompt, friendly, professional, and consistent with adopted laws and aspirations of the community; and 9) work collaboratively with property owners to maintain safe and healthy neighborhood livability through compliance with the Municipal, Development and Building Safety Codes.

Budget Highlights:

Development Review staff expect 9,000+ front counter and phone service requests in FY15 and approximately 300 development review applications. This compares to 7,500 service requests and 275 applications estimated for FY14. These projections are based on a slow but steady trend of development and pre-development inquiries in the second half of FY14 that exceeds the volumes of similar activities in the preceding 2-3 years. We believe that these positive indicators are a result of the improving state and national economies, but more directly attributable to Council initiatives, including adoption of new design and density standards for commercial and residential development, the adoption of the Glenwood Refinement Plan Update Phase 1, and the ongoing commitment to facilitate economic development through various strategies including urban renewal funds for infrastructure improvements in Downtown and Glenwood. The recent submittal of three (3) annexation requests in Glenwood, a clear bellwether of positive investment attitudes, would not have been possible without Council commitment to the redevelopment of Glenwood through planning and development expenditures.

Staff will continue to cultivate new development and major projects that provide a community benefit and generate new jobs by responding to major economic development initiatives such as the Glenwood River Point Place housing project; new mixed use developments in Glenwood; new subdivisions in a recovering residential market; and staffing new efficiency measures such as the newly revised Minimum Development and Ministerial Review Standards created by the Developer Advisory Committee (DAC).

The Development Review Section also supervises the Code Enforcement program functions. The Code Enforcement program strives to meet its Council directed benchmark of 100% voluntary compliance, but annually about 15% of the case work is adjudicated in Municipal Court. Code Enforcement cases are unaffected by the economy and have consistently held at or near 2,500 annual investigations since the inception of Strategic Plan performance measures; FY15 is projected to maintain this level of activity provided jurisdictional authority for the program is not expanded to include the urban transition area. .

Service Level Changes:

FY15 staffing levels for the Current Development Division are proposed at an increase (1.25 FTE) compared to the FY14 Adopted Budget. The FY15 increase reflects the economic turnaround indicators that are present in the development inquiries submitted during the second and third quarters of FY14.

The proposed FY15 staffing levels should readily sustain the performance benchmarks established in the Strategic Plan, and endorsed by the City Council as the city standard, for all but the most unexpected circumstances of development application volume. In the event our projections underestimate development activity or other demands for our services, some minor adjustments to staff assignments elsewhere within the Department may be necessary but should effectively accommodate a temporary change of condition..

Code enforcement staffing will remain at 2.0 FTE for FY15 therefore Strategic Plan benchmarks will remain achievable with case volume activity projected to fall within previous years' numbers of 2,500 to 3,000. A repeat of FY13's 4,300 infractions investigated will cause some adjustment to FY15 benchmarks. This may also be the case if the area of jurisdiction is expanded to include the urbanizable fringe.

Land Drainage Alteration (LDAP) and Encroachment Permit staffing will remain at current levels and staff will continue to strive to maintain the existing review time targets for Encroachment Permits of 5 business days (2 days for Utility Companies) and 10 business days for LDAP reviews.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Promote and Enhance Our Hometown Feel while Focusing on Livability and Environmental Quality	Continuously advance customer service satisfaction	Citizen request/Inquiries are given timely attention	99%	90%	75%
	Recognize and prioritize time value of private investment	Development Applications processed in a timely manner	87%	85%	80%
	Promote Community values through collaborative public engagement	Development Code and Municipal Code standards enforced without the Necessity of a Warning Citation or Municipal Court Action	99%	100%	100%

Development and Public Works Department

Program: Drainage/Stormwater

Program Description:

The Drainage/Stormwater program consists of subprograms that maintain, enhance and improve surface and subsurface drainage, implement State and Federal water quality standards and regulations for urban runoff, and provide management of stream and waterway restoration projects, such as restoration of the Mill Race. Drainage management and planning activities optimize the stormwater drainage system capacity, minimize the occurrences and extent of local flooding, and protect the functions of open waterways. Drainage management services also provide public information and education, and program administration functions such as providing customer service, setting rates and charges, maintaining financial plans, and building and tracking budgets. Drainage maintenance activities provide for leaf and debris removal, vegetation control, management of the Mill Race, and functional maintenance of water quality facilities and bioswales. Drainage engineering activities include design and construction of new and existing drainage facilities to City standards, and oversight for private construction of public facilities.

Budget Highlights:

In FY15, the drainage program operating budget continues to require careful management as pressure to minimize rate increases coupled with the need to support capital spending force constraint on operating spending.

The City's Capital program to implement the Stormwater Facilities Master Plan will be a major focus of the program's FY15 activities. The sale of \$10 million in revenue bonds in early FY11 has permitted the program to focus attention on immediately needed projects. The Mill Race Ecosystem Restoration project has been completed, and the City has accepted the project from the United States Corp of Engineers necessitating the need to begin annual maintenance and operation activities of the newly completed 2 to 2.5 mile channel. The positive bidding environment resulting from the recession has permitted the City to fund capital activities in FY15 in the face of weak Systems Development Charge revenues. Projects in FY15 will include design of the Over-Under Channel Pipe Replacement, design and construction of the Mill Race Stormwater Park, and design and implementation of high priority channel restoration projects. In addition to capital design and construction activities, it is anticipated an analysis and update to the Stormwater Facilities Master Plan will be initiated.

In FY15 the City will continue to implement its Stormwater Management Plan (SMP) to meet requirements of the City's National Pollutant Discharge Elimination System (NPDES) Stormwater Permit and Total Maximum Daily Load (TMDL) Implementation Plan. The storm drainage program will continue to benefit from the ongoing intergovernmental agreement and partnership with Lane County, which provides payment for stormwater permit activities in the urbanizable area outside City limits. City staff have been in conversations with DEQ regarding issues and concerns with the City's draft renewal Phase II NPDES permit. As a result, DEQ has agreed to revise their permitting approach from an individual permit basis to a general permit template for all Oregon Phase II communities. The City is participating in a regional task force with Oregon DEQ, other Phase II communities, and affected parties to develop recommendations for an integrated permit template applicable to all Phase II communities. This new approach will likely rely on individual SMP's tailored to each specific discharger. Given these developments, permit renewal in FY15 is not anticipated. Additional staff time associated with the City's role as a partner to the Association of Clean Water Agencies and DEQ in development of the general permit template is likely.

The Operations Division provides regular maintenance of the City's storm drainage system, including inspection and cleaning of 206 miles of stormwater pipe and 6,520 catch basins; maintenance and vegetation control in 30 public water quality facilities including both mechanical and natural facilities. Additionally, street sweeping is a surface stormwater quality activity that addresses compliance of the NPDES Permit. This year with an increase in funding for seasonal temporary employees the Division

will continue to address the functionality of private bioswales, maintenance of the riparian vegetation along the Mill Race corridor and along the City system of cross country canals. Facilities in subdivisions accept public (i.e. street) runoff, thus the City has a responsibility to ensure these facilities function long term, regardless of who owns the land. The City also needs to meet its MS4 permit requirements, which regulates runoff from municipal properties (like streets).

Service Level Changes:

Regulatory drivers and capital projects will place significant demands on existing staffing, which was reduced in FY11 as cost savings measures to minimize increases in the Stormwater user fees and to reduce Street fund expenditures. Even with the additional FY14 seasonal staff to work on stormwater maintenance projects the service level effects of the FY11 staff reduction will continue to challenge staff to meet work load requirements, particularly if development activity begins to increase, and will continue to result in some capital projects being deferred.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Economic Development and Revitalization through Community Partnerships	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater and Drainage Systems)(Plans completed)	100%	95%	95%
Maintain and Improve Infrastructure and Facilities	Perform Budgeted Maintenance Activities	Planned Infrastructure Maintenance is Performed (Stormwater, Wastewater, Streets)	77%	100%	100%
	Preserve physical assets, streets, sewers, storm drainage and building facilities	Preservation Projects are completed on schedule.	80%	85%	90%
	Build new physical assets (buildings and infrastructure)	Capital Projects are Constructed to Meet Expanding Needs	85%	85%	95%
Promote and Enhance Our Hometown Feel while Focusing on Livability and Environmental Quality	Manage the City's stormwater system in compliance with MS4 permit requirements.	Percent of current year Stormwater Management Plan activities in compliance with the six minimum measures.	100%	100%	100%

Development and Public Works Department

Program: Emergency Management

Program Description:

The Emergency Management Program coordinates the Cities efforts for the mitigation, preparedness, response, and recovery of the community, and city government and services to disasters. The City Council established the Program via Chapter 2.8 of the Municipal Code. In FY13, the City Manager delegated to the Department the responsibility to deliver the Program and lead the City's Emergency Management Committee (EMC). In response to this delegation, the Director designated the City Engineer as the Chair of the EMC and the City's Emergency Manager.

Budget Highlights:

The Emergency Management Program was new to the Department budget in FY14 and continues as a budgeted program in FY15 at FY14 funding levels. It is important for the City to be able to demonstrate that there is funding for a staff position in the Program because some of the federal grant opportunities available for Emergency Management require that the City has a funded Emergency Manager.

Service Level Changes:

The Department will continue to dedicate 0.5 FTE of the City Engineer to the Emergency Management Program for FY15. Program activities will continue on several emergency planning projects; close coordination with the City of Eugene and Lane County; participation in several Eugene/Springfield metro area committees and initiatives; training City staff for their roles in emergency response and recovery and testing and exercising the Emergency Operations Plan.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Strengthen Public Safety by Leveraging Partnerships and Resources	Implement the Whole Community Approach to Emergency Management	The Springfield Emergency Management Program is compliant with the National Incident Management System (NIMS)	TBD	TBD	TBD

Development and Public Works Department

Program: Facilities & Equipment Preservation

Program Description:

The Facilities and Equipment Preservation program plans and oversees the maintenance of the City's physical assets, including real property, buildings, vehicles and equipment. Vehicle maintenance activities include purchasing and maintenance of the City's inventory of vehicles and operation of the Regional Fuel Facility. Facilities Preservation activities ensure all City buildings are sanitary, safe, adequately maintained, and operated efficiently and effectively.

Budget Highlights:

The Council's goal is to dedicate \$500,000 in annual preservation maintenance and building systems reserves. Except for the first fiscal year, FY09, resources have not allowed us to reach that goal. The FY14 and the proposed FY15 budgets dedicate approximately \$270,000. Approximately \$90,000 of the \$270,000 is intended to fund a 1.0 FTE Building Maintenance Worker. Thus only \$180,000 is available for actual preservation projects. This further restricts the ability to deliver the priority projects based on the Building and Facilities Preservation 5-year Work Plan. This fiscal trend is a concern. As a result, a rolling 5-year Work Plan is used by Building Maintenance staff to triage among the numerous high priority preventive maintenance and preservation needs across all City facilities. Projects proposed for completion in FY15 could include HVAC replacements, paving repairs at fire stations, additional access improvements at City Hall, and energy conservation projects.

In conjunction with Team Springfield, the City continues to seek opportunities to move its fleet and facilities to alternative fuels that promote the use of renewable and clean energy sources.

Interoperable radio communications with other local jurisdictions continues to be an unfunded priority. Radio communications is critical for both day-to-day and emergency operations. Currently the Operations Division operates two systems; an antiquated VHF system and the Springfield Police Department's old system. It has become apparent during recent emergency events that interagency interoperability is an important factor in coordinating response activities that keep our community and City staff safe. Strategies to obtain funding to upgrade to the regional trunked radio system used by Police and Fire services will continue to be researched.

Service Level Changes:

The Facilities Preservation program continues on the status quo of primarily performing maintenance and preservation activities in a reactionary approach rather than a proactive, preventative approach. Also, due to the fact that our existing facilities are aging and the City acquired additional aging facilities in FY14 that also require maintenance, this approach is not sustainable. Each new acquisition increases the demand for additional maintenance and preservation needs.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Maintain and Improve Infrastructure and Facilities	Preserve physical assets, streets, sewers, storm drainage and building facilities	Preservation Projects are completed on schedule.	80%	85%	90%

Development and Public Works Department

Program: Regional/Local Wastewater

Program Description:

The Regional/Local Wastewater program consists of sub-programs that design, construct, maintain, operate, and administer the local and regional wastewater (sanitary sewer) systems. Sewer maintenance activities preserve the local wastewater collection and conveyance system capacity, minimize infiltration and inflow into the system, and ensure minimal disruptions in service. Sewer engineering services design and construct new and expanded publicly developed wastewater facilities and oversee development of privately constructed public wastewater facilities to City's standards. Local wastewater services also provide administrative functions, such as customer service, and setting rates and charges, maintaining financial plans, and building and tracking budgets. Industrial Pretreatment activities manage industrial wastewater discharges to the system and implement pollution management programs necessary to comply with State and Federal regulations.

Regional Wastewater Program administration supports the Metropolitan Wastewater Management Commission (MWMC) in carrying out its purpose to protect public health and safety and the environment by providing high quality wastewater management services to the Eugene-Springfield metropolitan area. The Regional Wastewater program provides: 1) interagency coordination in support of the regional partners; 2) financial management activities including budgeting, rate setting, and financial planning; 3) planning, design, and construction of new capital assets; and, 4) regulatory and permit programs to meet State and Federal wastewater quality requirements. The regional sewer operations and maintenance activities, staffed by the City of Eugene Wastewater Division, ensure the safe and efficient operation of the regional sewer operations conveyance and treatment facilities to meet the intended outcomes of the MWMC Regional Wastewater Program.

Budget Highlights:

Regional Wastewater

On an all funds basis, the program's proposed budget for FY15 represents a 1.9% increase over FY14. This figure includes the regional wastewater program, which incorporates the entire regional water pollution control facility budget. In FY15, the Regional Wastewater Program activities will continue to emphasize obligations for constructing and financing MWMC facility upgrades as identified in the 2004 Facilities Plan. Fortunately, due to the successful project management and a favorable bidding climate, a new borrowing of \$20 million, originally anticipated for FY11, will continue to be deferred.

Wet Weather Flow Management

Regional Wastewater Program (RWP) staff are working with Eugene and Springfield to coordinate wet weather flow management efforts as well as other collection system management issues. With regional support and guidance, both partner agencies have agreed to implement local Capacity, Management, Operations, and Maintenance (CMOM) programs. Working with the Regional Wastewater Policy Team, RWP staff have developed regional CMOM framework and guidance documents. The framework and guidance documents were written to protect the regional Water Pollution Control Facility against flows in excess of its design peak flow capacity. Both Eugene and Springfield are using the framework and guidance documents to develop their specific local collection system programs. The regional CMOM program approach replaces the need to update the 2001 Wet Weather Flow Management Plan, as the program will address the ongoing need to reduce inflow and infiltration in both the public and private sewer systems. Now both partner agencies are working with RWP staff to perform gap analyses that will inform them on how best to move forward with their respective local CMOM programs. These local programs will meet the general requirements as outlined in Environmental Protection Agency's Guide for Evaluating Capacity, Management, Operation and Maintenance for sanitary sewer collection systems and address any specific requirements of the Department of Environmental Quality including those associated with wet weather flow management. The local CMOM programs, now under development, will ultimately serve both

communities as adaptive collection system management plans and will provide tools for making business decisions required to manage the conveyance system in the most cost effective manner and maintain up-to-date asset inventory, condition assessment, and risk analysis information to assist in capital improvement planning.

Temperature Standard

Regulatory uncertainty remains high for determining how the regional Water Pollution Control Facility (WPCF) will meet the Willamette Basin Total Maximum Daily Load for temperature due to recent legal action challenging Oregon’s temperature standard. A case filed in the United States District Court by Northwest Environmental Advocates against the United States Environmental Protection Agency has dramatically affected the legal landscape in Oregon with respect to the Willamette Total Maximum Daily Load for temperature. In the spring of 2013, a Federal Court issued an Order, vacating and remanding to the Environmental Protection Agency its previous approvals of a portion of the temperature standard. As a result the status of the temperature Total Maximum Daily Load is now uncertain. It is unclear at this time what the discharge standards for temperature will be for the WPCF, however, it is likely the future standard will be more restrictive than the current limits listed in the administratively extended permit. The uncertainty surrounding the temperature Total Maximum Daily Load litigation is challenging the MWMC capital planning process and implementation schedule of the recycle water plan as the temperature standard remains in flux.

Local Wastewater

In the local wastewater subprograms, FY15 activities will focus on implementation of the remaining rehabilitation and system upgrade work identified in the Wastewater Master Plan. Major wastewater projects in the FY15 Capital Budget include: replacement of the sewer line in S. 2nd Street; evaluation and design of necessary upgrades to the Hayden Lo and River Glen Pump stations to avoid future sanitary sewer overflows; and finalizing design and construction of the Franklin Boulevard trunk sewer extension. The completion of this project will allow the annexation and development of more than 150 acres of land recently re-designated in the Glenwood Refinement Plan for mixed use employment and mixed use commercial, adding considerable value to the City’s tax base and hundreds of new family wage jobs. Constructions of the first two phases of the Jasper Trunk Sewer Extension have been completed and work to obtain easements for phase three continues. Construction of phase three is deferred until service is needed by future development in the Jasper Natron area. As a result, the city will continue to defer further revenue bond sales. In addition to the capital construction activities, it is anticipated that an update to the Wastewater Master Plan will be initiated mid year.

In FY15, Operations will continue to focus on flow monitoring as part of the collection system rehabilitation program, including closed circuit television inspection, smoke testing, and manhole inspections. There will be continued maintenance of 240 miles of wastewater lines, including pipeline repairs, high velocity cleaning, TV inspection, manhole repair and root control.

Service Level Changes:

No significant service level changes are projected. Regional capital project activity for FY15 and the near term, is appropriately matched to the current staff level, and no further staffing reductions, beyond those implemented in FY11, are anticipated.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Economic Development and Revitalization through Community Partnerships	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater, and Drainage systems)	100%	95%	95%

Maintain and Improve Infrastructure and Facilities	Perform Budgeted Maintenance Activities	Planned Infrastructure Maintenance is Performed (Stormwater, Wastewater, Streets)	100%	100%	100%
	Preserve physical assets, streets, sewers, storm drainage and building facilities	Preservation Projects are completed on schedule.	80%	85%	95%
	Build new physical assets (buildings and infrastructure)	Capital Projects are Constructed to Meet Expanding Needs	85%	85%	95%
Promote and Enhance Our Hometown Feel while Focusing on Livability and Environmental Quality	Provide safe and efficient conveyance of wastewater to the Water Pollution Control Facility	Wastewater infrastructure systems meet regulatory performance requirements.	2	0	0

Development and Public Works Department

Program: Streets

Program Description:

The Streets program consists of sub-programs that clean and maintain the structure and appearance, design and construct City streets and associated assets in the City rights-of-way. Street maintenance and repair activities preserve the structural integrity of improved streets, minimize hazards to motorists and pedestrians, and respond to requests for service in a timely manner. Street engineering services design and construct new and existing street facilities and oversee the private construction of public street improvements in compliance with City standards. Street landscaping services provide maintenance activities to maintain the public trees and urban landscape in public rights-of-way.

Budget Highlights:

Fuel tax revenues support the bulk of this program in addition to a small amount of storm drainage revenue that supports street sweeping activity. The program continues to struggle due to revenue failing to keep pace with service needs. Revenue is not projected at levels sufficient to stabilize the City's Street Operating Fund in FY15 or to restore street program service levels to full capacity.

In FY12 the City implemented a Right of Way fee on Stormwater and Wastewater funds, which allowed a slight increase in available operating funds. This new fee is used to provide continued maintenance and operations services and allows a small transfer from the Street Operating Fund to the Capital Fund if the Fund remains stable.

Preservation and capital maintenance of the city's streets, supported by that transfer and by Transportation Systems Development Charge revenue, will continue to be a challenge in FY15 as the trends of the preceding several years to reduce or defer funding for this work continue. During FY14 the Operations Division performed crack sealing on several collector streets to slow street deterioration but lacked resources to do a more comprehensive crack seal program including residential streets. The 2012 Street Conditions survey revealed a 10% decrease over 2010 survey results in the percentage of streets maintained at fair or better condition (44% v. 56%). This figure is well short of the Council target of 85% of city streets rated fair or better. Unfortunately, our best estimate for FY15 based on revenue dedicated to this work is some additional slippage away from the Council goal. We continue to investigate new techniques and materials that might help reverse these statistics, but haven't really found much that will assist in solving this problem.

Service Level Changes:

Service levels will remain essentially unchanged in FY15. Virtually all locally-funded preservation activities have been suspended and maintenance activity remains reduced. The continued deferral of the fuel tax-supported portion of street preservation activities such as street sealing and overlaying, results in a growing backlog of streets that will require full or partial reconstruction to return the street to a fair or better condition. The FY15 budget continues partial funding for sidewalk repair, street grading, and collector crack sealing. While there are some signs that the economy is finally beginning to rebound, the need for services will be compounded once economic activity resumes. The reason for this is primarily driven by the fact that public sector revenues will lag behind private sector recovery by one to two years. So while expectations for service will occur in the moment, the ability to pay for services will be a fiscal challenge until revenues catch up.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Economic Development and Revitalization through Community Partnerships	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater, and Drainage systems)	100%	95%	95%
Maintain and Improve Infrastructure and Facilities	Perform Budgeted Maintenance Activities	Planned Infrastructure Maintenance is Performed (Stormwater, Wastewater, Streets)	100%	100%	100%
	Preserve physical assets, streets, sewers, storm drainage and building facilities	Preservation Projects are completed on schedule.	80%	85%	90%
	Build new physical assets (buildings and infrastructure)	Capital Projects are Constructed to Meet Expanding Needs	85%	85%	95%

Development and Public Works Department

Program: Technical Services

Program Description:

The program focuses on locating, documenting and managing data concerning facilities, structures (both public and private), planning activity, code enforcement activities, and geographic features of the City. The Division provides spatial data collection, management, mapping, and integration using both traditional land surveying techniques and advanced technology. All City departments and several intergovernmental organizations receive data and support for their ongoing operations and business decisions. The range of information and support includes decision material for asset management, land use, planning and building activities, current information to support both Police and Fire and Life Safety Services operations, and support for economic development activities.

Budget Highlights:

The program has reduced risks of data loss associated with the City's larger geospatial and infrastructure management systems by completing initial phases of hardware and software upgrades to move facilities and infrastructure systems information into a uniform and accessible database on July 10th, 2013, permitting the uniform management of all City assets. Cost savings achieved during this project funded continued work on data migration and business process redesign. In FY15 continued underspending on the project will help fund the final phase which will include incorporation of remaining transportation infrastructure and implementation of business process changes to take advantage of new capabilities in asset management systems. Additionally the program has supported FEMA flood map revision review, topographic map updates, citywide urban growth planning , preliminary data analysis and cleanup for stormwater and wastewater master planning efforts (to begin in FY15) and ad-hoc requests for mapping and surveying services.

Overall program expenditures are proposed to decrease in FY15. Across all funds, FY15 Materials and Services expenditures decrease approximately \$86,000 when compared to amended FY14. Program resources will remain dedicated to supporting the Accela building permit system, Land Surveying, and data delivery services for projects of high importance to the City such as transportation, stormwater and wastewater master planning efforts, the Glenwood Refinement Plan, downtown redevelopment, and the 2030 Comprehensive Plan.

Service Level Changes:

No significant service level changes are planned in the FY15 budget .Program funding from the General Fund remains at approximately 3% of program budget, while service requests to support Accela and provide City-wide data for General Fund services are expected to increase. The program assists the Information Technology Department in areas where their resources are limited.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
Encourage Economic Development and Revitalization through Community Partnerships	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater, and Drainage systems)	100%	95%	95%

Development and Public Works Department

Program: Transportation

Program Description:

The Transportation program plans and supports the construction and operation of all modes of transportation using the infrastructure that is owned by the public and operated by the City, as well as the many interactions with the regional transportation network of State freeways and highways, County roads, public transit, and multi-use paths. Transportation planning and engineering activities develop the capacity, safety, and efficiency of the City's transportation system as the City grows and system demand needs change, and provides electricity and maintenance for traffic control devices and street lights to maximize transportation safety and efficiency. Traffic control maintenance and construction activities provide traffic control devices such as signals, signs and striping that are visible, informative, and effective in promoting traffic safety among all modes of transportation to comply with State and National standards. Bicycle and pedestrian facilities support a safe, interconnected and convenient system for bicyclists and pedestrians to provide trip making choices to citizens and visitors and improve community livability.

Budget Highlights:

This Street Fund supported program faces the same challenges as previously described for the Streets program; with stagnate revenue streams leading to challenges in meeting program targets. To maintain program continuity, State and Federal Transportation funds will continue to be sought to help fund City staff time devoted to regional transportation planning and to underwrite project and program-specific costs. Federal and State funds will be used to the fullest extent possible, instead of state and local gas taxes and other Street Fund revenue sources, so that those funds can be used for the street system operations, maintenance and preservation.

Focus will remain on a wide variety of important transportation projects and programs in FY15. These projects and programs advance the integrated network of transportation systems of the City and its State and Regional partners. Fundamental responsibilities to respond to citizen issues in a timely and effective manner and participate in development review activities will continue to be a program focus.

The program objectives include the following strategic and long range projects, all of which are urgent matters:

- 1) Complete the required federal environmental analysis and final design for the Franklin Boulevard upgrade project using federal funds;
- 2) Construct the South Bank multi-use path extension, connecting the now completed path viaduct under the new I-5 Willamette River Bridge to the Franklin Boulevard/Glenwood Boulevard intersection with federal funds;
- 3) Continue to construct pedestrian crossing improvements as identified in the Main Street Pedestrian Study and funded by ODOT;
- 4) Deliver Phase 1 of the downtown lighting demonstration project along Main Street with urban renewal funds;
- 5) Begin federal environmental documentation and preliminary design on the Glenwood Riverfront Path with federal funds.
- 6) Complete street light wood pole testing and replacement as necessary;
- 7) Complete Americans With Disabilities ACT (ADA) Transition Plan for accessible facilities within street rights of way;
- 8) Continue to lead City participation in the federally required Central Lane Metropolitan Planning Organization and associated activities like project prioritization and funding identification, and state mandated scenario planning, reimbursed with federal funds;
- 9) Work with Lane Transit District to complete the Main Street and McVey Highway transit feasibility assessment, reimbursed with STD funds; and

- 10) Continue to implement 2009's MUTCD requirements related to pavement markings and street signage (e.g., retro-reflectivity).

The Operations Division provides routine and emergency maintenance on the City's transportation system. This includes maintenance of 37 City-owned traffic signals and 29 State of Oregon and 2 privately-owned traffic signals by contract. Additionally the program oversees approximately 8000 signs and funds about 145 lane miles of striping annually under contract with Lane County. Traffic control services are provided for numerous regional and community events including University of Oregon football games, Eugene Marathon, Veteran's and Holiday Parades and numerous charity runs.

Service Level Changes:

Existing staffing levels and contractual service budgets are proposed to be carried forward in FY15. Service priorities continue to be set on a 'triage' basis with development proposals, traffic signals, traffic signs, roadway striping, street lighting, pedestrian safety, state and federal mandates, project planning and project development, and partner agency requests for projects and participation in other program activities competing for attention. Repainting of crosswalks and pavement markers, cleaning intersection vision obstructions, and addressing substandard street light conditions will be addressed on a priority basis. Some services (e.g., curb painting, and detection device replacement) will be deferred.

Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY13 Actual	FY14 Target	FY15 Target
<p>Maintain and Improve Infrastructure and Facilities</p>	<p>Provide a safe and efficient transportation system</p>	<p>Percent of out of service signalized intersections repaired within 48 hours after reporting.</p>	<p>100%</p>	<p>90%</p>	<p>90%</p>

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Finance Department

Departmental Programs

- **Financial Management**

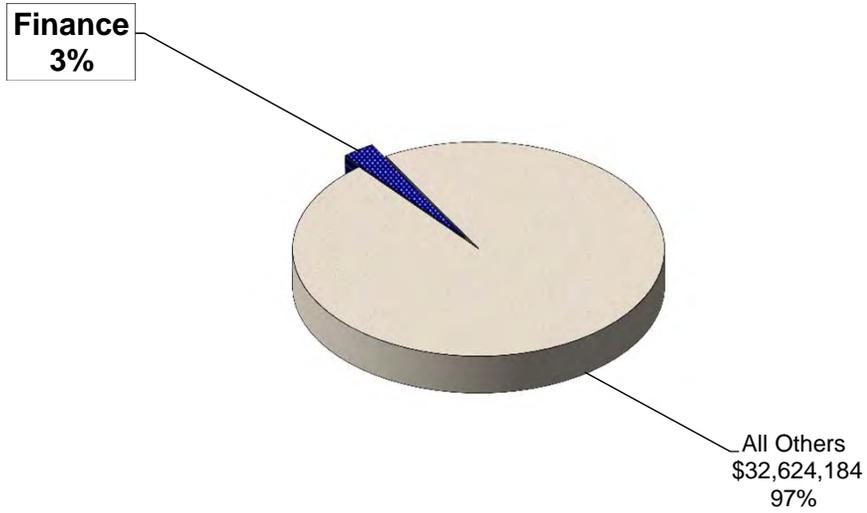
Department Description

The Finance Department provides financial management services to City departments, the City Council and Budget Committee. The Department oversees the preparation and monitoring of the City's annual budget, cash management and investments, and prepares the City's Long Range Financial Forecast. The Department also provides services to Metropolitan Wastewater Management Commission, the Regional Fiber Consortium, and the Springfield Economic Development Agency (SEDA).

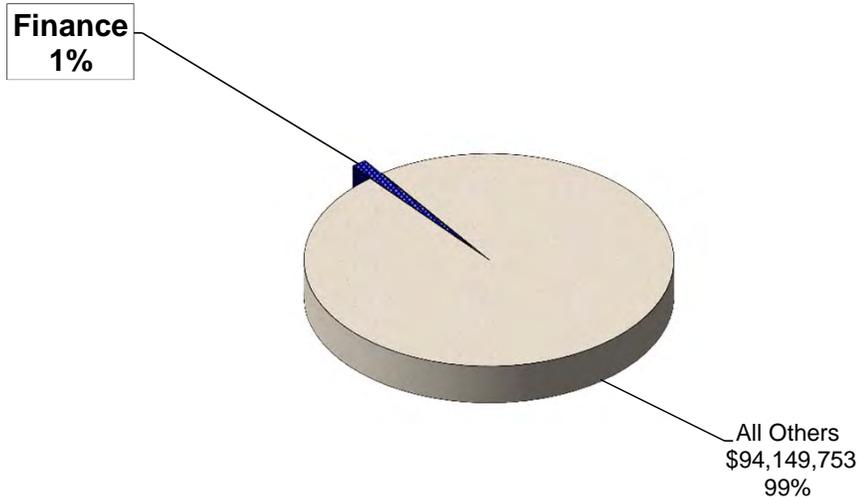
Mission

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 Budget Law and State statutes governing financial information.

FY15 OPERATING BUDGET - General Fund		\$ 33,554,509
Finance:	\$ 930,325	



FY15 OPERATING BUDGET - All Funds		\$ 95,378,761
Finance:	\$ 1,229,008	



Finance Department

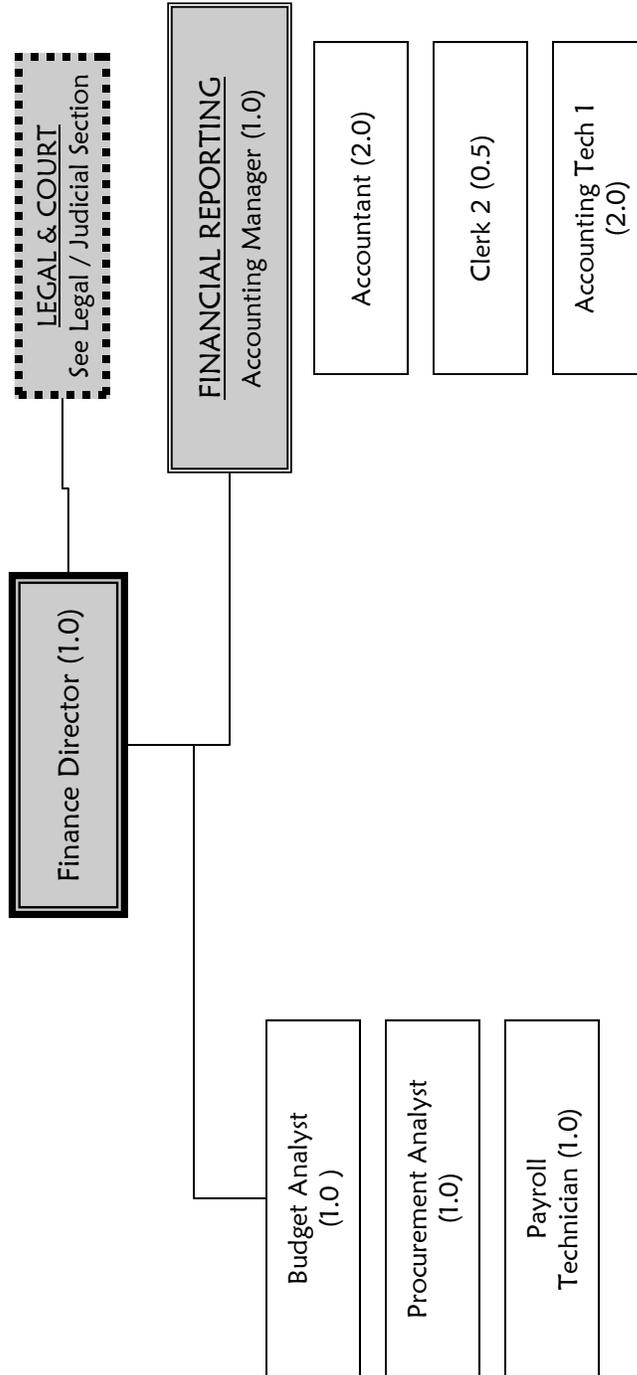
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 888,606	\$ 914,582	\$ 934,699	\$ 986,675
Materials and Services	177,730	231,656	266,623	242,333
Total	\$ 1,066,336	\$ 1,146,238	\$ 1,201,322	\$ 1,229,008
Expenditures by Fund:				
General	\$ 832,650	\$ 852,975	\$ 899,438	\$ 930,325
Bancroft Redemption	13,872	15,885	17,149	17,394
Community Devel. Block Grant	13,639	22,832	23,123	23,539
Development Assessment	61,399	98,140	104,087	85,789
Drainage	10,742	11,337	11,941	12,716
Local Wastewater	10,742	11,337	11,941	12,716
Regional Wastewater	86,991	105,632	114,569	123,702
SDC Administration	31,701	17,281	19,074	19,227
Vehicle and Equipment	4,600	10,820	-	3,600
Total	\$ 1,066,336	\$ 1,146,238	\$ 1,201,322	\$ 1,229,008
Expenditures by Sub-Program:				
Administration	\$ 1,066,336	\$ 1,146,238	\$ 1,201,322	\$ 1,229,008
Total	\$ 1,066,336	\$ 1,146,238	\$ 1,201,322	\$ 1,229,008

* Amended as of June 16, 2014

Finance Department

Total FTE: 10.3



Finance Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	7.43	7.27	7.27	7.27
Bancroft Redemption	0.13	0.13	0.13	0.13
Community Development	0.22	0.22	0.22	0.22
Development Assessment	0.69	0.67	0.67	0.67
Drainage Operating	0.10	0.10	0.10	0.10
Local Sewer Operations	0.10	0.10	0.10	0.10
Regional Sewer Operations	0.88	0.88	0.88	0.88
SDC Administration	0.25	0.13	0.13	0.13
Total Full-Time Equivalents	9.80	9.50	9.50	9.50

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Accountant	2.00	2.00	2.00	2.00
Accounting Manager	1.00	1.00	1.00	1.00
Accounting Technician	2.30	2.00	2.00	2.00
Clerk 2	0.50	0.50	0.50	0.50
Finance Director	1.00	1.00	1.00	1.00
Management Analyst	2.00	2.00	2.00	2.00
Payroll Specialist	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	9.80	9.50	9.50	9.50

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Finance Department

Program: Financial Management

The Finance Department is principally an internal service provider of financial management services to all Departments, the City Council, Budget Committee, Metropolitan Wastewater Commission, Regional Fiber Consortium and the Springfield Economic Development Agency. Externally, the Department has various reporting requirements to City residents, Federal and State grantors and bondholders of the City's municipal debt. Financial services include preparation of the City's annual budget and long-range financial projections, revenue collection, cash and investment management, debt administration, financial reporting, audit management, purchasing and accounts payable, contract development, payroll, assessment administration and billing, and collection of accounts receivable.

Budget Highlights:

The Finance Department's proposed budget for FY15 will not see significant changes for the current year's budget except for the expansion of the Accounts Payable program as the City develops the capability for an on-line approval and storage process for invoicing. The intent is to refocus the work of multiple employees within various departments into a single FTE within the Finance Department. Material & Services expenses are primarily flat over previous years after adjusting for the current year's one-time expenditure of consulting services for the priority based budgeting effort. The department will significant savings in software license fees for FY15 due to the negotiation of new contracts and these savings are being redirected into other technology related projects.

Service Level Changes:

The department has several significant projects scheduled for next year that will have an impact on services provided both next year and in future years. Planned for a go-live date of July 2014, Finance is implementing procedures for on-line processing of accounts payable. This city-wide effort will use scanning capabilities and work flow processes to reduce paper use and increase efficiencies for voucher payments. Greater efficiencies will be created through electronic storage and on-line look-up capabilities throughout the City.

The ongoing effort to identify roles and processes for the merged fire departments is being addressed in the area of payroll to produce consolidated information for fire management to view across both cities.

A significant effort will continue into year 2 for Priority Based Budgets as Finance staff continues to work with all departments to provide a high functioning tool for identifying and bringing into the decision making process a relationship between Council and budget priorities.

The City's main financial reporting system is scheduled for a software upgrade during this next fiscal year and the Finance staff will be working closely with the IT staff to complete this project.

Lastly for this next year, the department will be looking to implement a contract development work flow module within our financial system that can be utilized city-wide for drafting and review of contract documents.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
To Offer Financially Responsible And Stable Government Services	Financial Reporting: Ensure timely and accurate financial reports that contribute to the improved quality of financial decisions that directly impact the City and its programs.	Days to complete CAFR	175	183	175
		% of reconciliations completed by adopted schedule date	100%	93%	100%
		% of monthly reports posted by the 8th working day of following month	100%	100%	100%
		% of employees with direct deposit	96%	96%	96%
		% of Employees Receiving Pay Advices electronically	96%	96%	NA
		% of payroll payments processed error-free	100%	100%	100%
	Treasury: To provide the Citizens of Springfield with cost-effective, efficient and secure cash management to achieve the best possible return.	Procurements payments ≤\$500 made other than by pCard	<50%	62%	<50%
		Number of Payroll Vendors paid by ACH	16	14	16
		% of AP Payments ≥ \$100k issued as ACH	>50%	41%	>50%
	Financial Management: Effectively manage and monitor activities that cross the organization including process and procedures governing budgeting, accounting, funds management, safeguarding financial resources and strengthening internal controls.	% of positive responses on Finance internal customer service survey	80%	NA	80%
		Operating reserves in the General Fund is no less than 15% of operating expenses	>20%	23.5%	>20%
		Revenue forecast are within 2%	2%	.25%	2%

Fire and Life Safety Department

Departmental Programs

- Office-of-the-Chief
- Administrative Services Bureau
- Emergency Medical Services
- Fire Marshal's Office
- Fire Operations
- Fire and Life Safety Training

Department Description

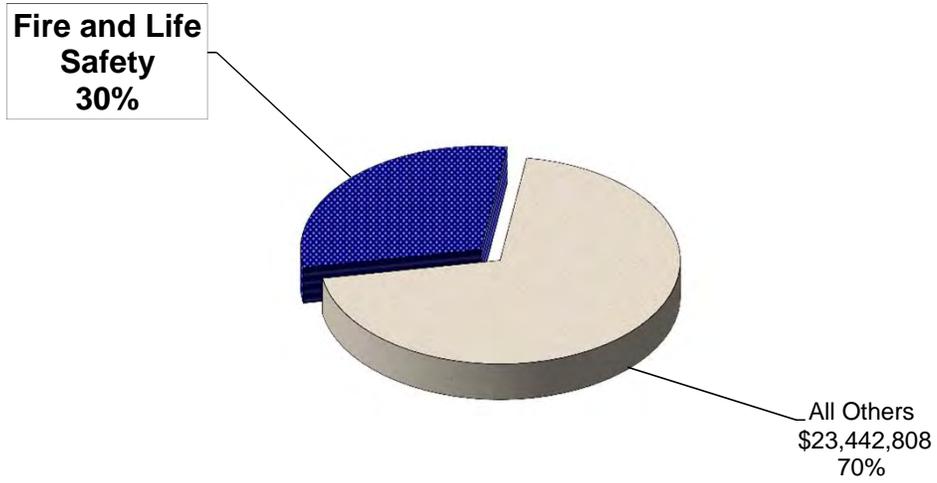
The Fire Department provides services that prevent the loss of life and property, and protect the environment. Administrative responsibilities include planning, supporting and controlling a diversified service delivery system for the City, the urban growth boundary, and East Lane Ambulance Service areas. Services include establishing modifying and providing fire protection and prevention services, firefighting, basic and advanced life support and ambulance transportation, illness and injury prevention, special rescue, hazardous materials control, fire safety education, code enforcement and fire cause investigation. The City also provides fire, rescue and EMS first response to three contract districts in the Springfield area – Glenwood Fire Protection District, Rainbow Fire Protection District, and a portion of Willakenzie Fire Protection District as well as ambulance service to a much larger region totaling 1,514 square miles.

Additionally, the department performs ambulance billing services for twenty-five (25) jurisdictions throughout the State, and administers the FireMed membership program for Eugene Fire & EMS, Lane Rural Fire/Rescue, and Springfield Fire & Life Safety.

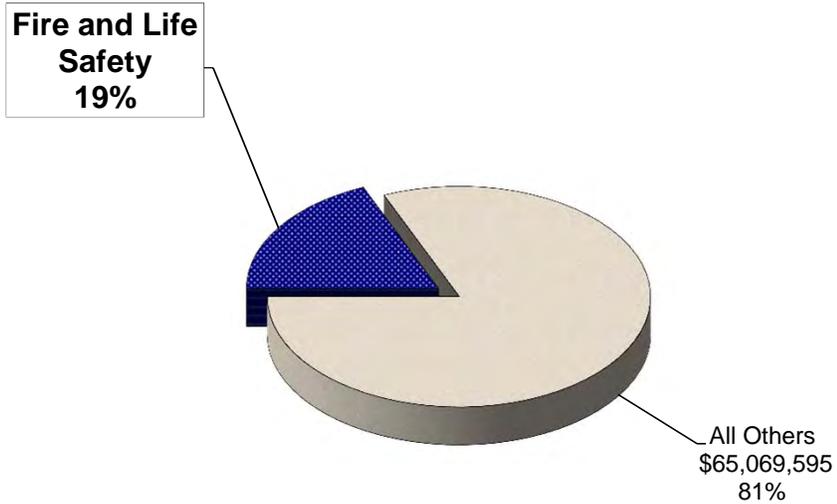
Mission

To serve our communities by protecting life and preserving property and the environment through prevention, education, rescue, fire suppression and emergency medical services.

FY15 OPERATING BUDGET - General Fund		\$ 33,554,509
Fire and Life Safety:	\$ 10,111,701	



FY15 OPERATING BUDGET - All Funds		\$ 95,378,761
Fire and Life Safety:	\$ 17,726,953	



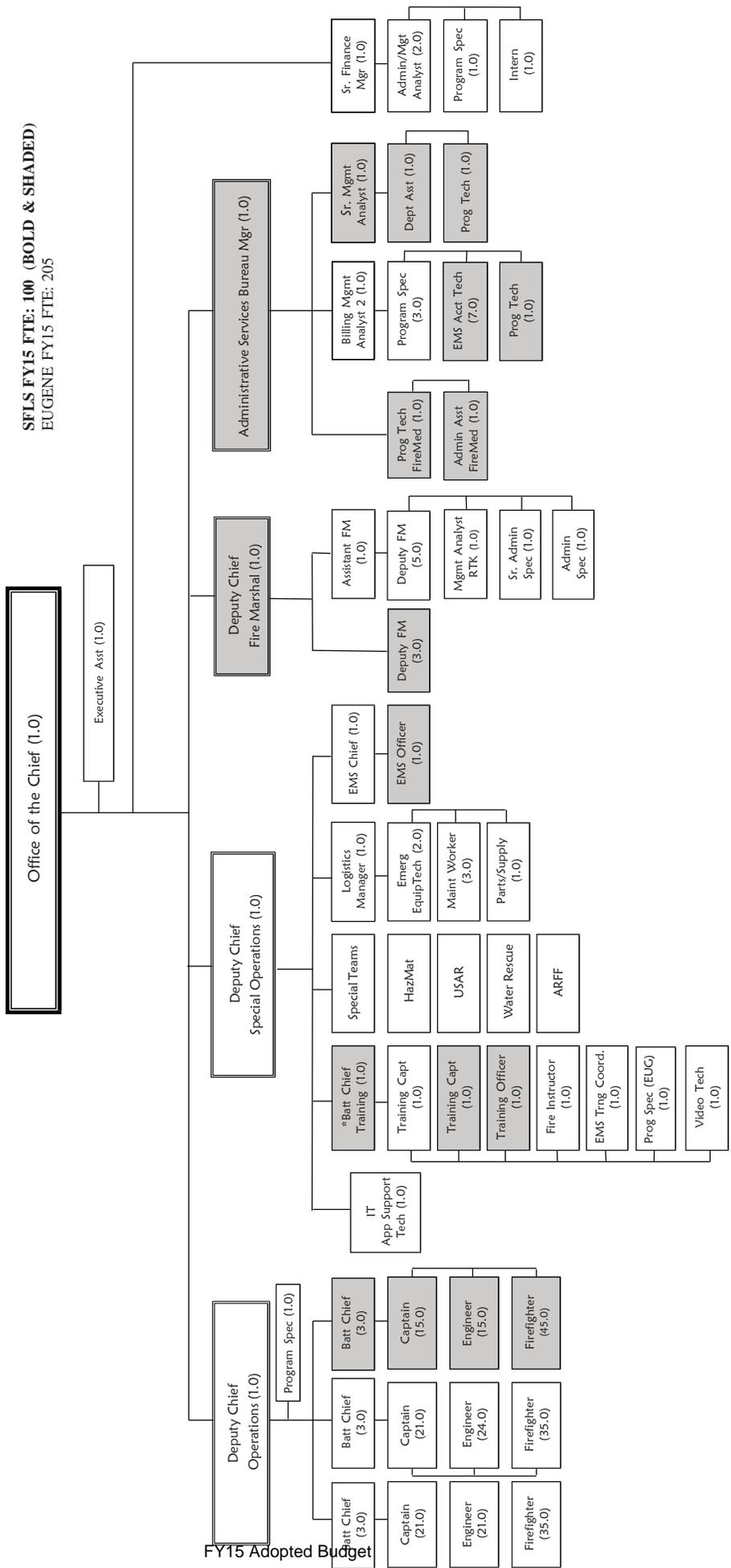
Fire and Life Safety Department

Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 13,009,291	\$ 12,754,060	\$ 13,428,243	\$ 13,483,990
Materials and Services	3,512,329	3,449,024	3,702,677	3,920,663
Capital Outlay	35,855	272,873	833,000	322,300
Total	\$ 16,557,474	\$ 16,475,958	\$ 17,963,920	\$ 17,726,953
Expenditures by Fund:				
General	\$ 9,966,973	\$ 9,651,508	\$ 10,141,750	\$ 10,111,701
Ambulance	5,005,353	5,045,597	5,363,581	5,669,282
Fire Local Option Levy	1,526,839	1,538,828	1,548,939	1,633,670
Special Revenue Fund	22,455	44,000	81,650	-
Vehicle and Equipment	35,855	196,025	828,000	312,300
Total	\$ 16,557,474	\$ 16,475,958	\$ 17,963,920	\$ 17,726,953
Expenditures by Sub-Program:				
Administrative Services Bureau	441,777	599,487	527,236	520,430
Emergency Medical Services				
Emergency Medical Services	3,358,260	3,414,621	4,097,187	4,106,591
EMS Account Services	868,812	870,144	858,053	894,905
FireMed	475,019	494,077	505,491	498,588
FireMed Enterprise	23,686	27,118	30,881	31,530
Fire Marshal				
Fire Prevention	564,758	574,172	611,658	501,329
Haz-Mat	178,211	150,574	54,993	55,806
Fire Operations	10,151,678	9,857,541	10,736,587	10,697,599
Fire and Life Safety Training	495,273	488,223	541,834	420,175
Total	\$ 16,557,474	\$ 16,475,958	\$ 17,963,920	\$ 17,726,953

* Amended as of June 16, 2014

Eugene Springfield Fire Department IGA Organizational Chart



SFLS FY15 FTE: 100 (BOLD & SHADED)
EUGENE FY15 FTE: 205

* Currently serving as a BC in Operations

Fire and Life Safety Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	60.95	59.95	58.95	57.95
Ambulance	33.05	32.05	32.05	33.05
Fire Local Option Levy	9.00	9.00	9.00	9.00
Total Full-Time Equivalents	103.00	101.00	100.00	100.00

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Battalion Chief - Operations	3.00	3.00	3.00	4.00
Battalion Chief - Training	1.00	1.00	1.00	0.00
Department Assistant	1.00	1.00	1.00	1.00
Deputy Chief - Operations	1.00	0.00	0.00	0.00
Deputy Chief - Fire Marshal/HazMat	1.00	1.00	1.00	1.00
Deputy Fire Marshal 1	1.00	1.00	0.00	0.00
Deputy Fire Marshal 2	3.00	3.00	3.00	3.00
EMS Account Services Supervisor	1.00	1.00	1.00	0.00
EMS Accounting Technician	7.00	6.00	6.00	7.00
EMS Program Officer	1.00	1.00	1.00	1.00
Fire Captain	15.00	16.00	16.00	15.00
Fire Engineer	15.00	15.00	15.00	15.00
Firefighter/Paramedic	45.00	45.00	45.00	45.00
Management Analyst, Senior	1.00	1.00	1.00	1.00
Program Technician	4.00	4.00	4.00	4.00
Service Bureau Manager	1.00	1.00	1.00	1.00
Training Officer	2.00	1.00	1.00	2.00
Total Full-Time Equivalents	103.00	101.00	100.00	100.00

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Fire and Life Safety Department

Program: Office of the Chief

Program Description:

The Office of the Chief ensures that City Council goals and targets are met, represents the Department in community, interagency, and media relations and provides management direction and support of the entire Department in order to maintain a high level of community fire, rescue, emergency medical and life safety services delivery.

Budget Highlights:

Continue to explore and implement opportunities for efficiencies, standardization as the consolidation between Eugene Fire & EMS and Springfield Fire & Life Safety is finalized in FY15, as well as continuing work with staff and elected officials to find on-going solutions for sustainability of the ambulance transport system.

Service Level Changes:

The consolidated Office of the Chief will continue in FY15, with primary focus on consolidation/merger initiatives in all divisions of the department as well as maintenance of existing, or enhanced, service levels already established.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Financially Sound and Stable Government Services	Provide Information to City Staff: Content	Annual Reviews Current	100%	100%	100%

Fire and Life Safety Department

Program: Administrative Services Bureau

Program Description:

The Administrative Services Bureau (ASB) supervises and manages the revenue-generating programs: Ambulance Account Services and FireMed. In addition, the ASB is responsible for budget development, grant management, accounts payable, payroll, contract coordination, and fiscal monitoring. It provides support services for the Office of the Chief, Operations Division, Training, Ambulance Transport, Fire Marshal's Office, FireMed and Ambulance Account Services.

Budget Highlights:

The FireMed Ambulance Membership Program in FY14 saw a slight decrease for Springfield memberships. With a new advertising firm, and increased reliance on volunteers to run the campaign, the overall consolidated campaign showed a 2% decrease. FireMed's new marketing team has increased the use of social media, re-designed the FireMed website, and brought a new focus to achieving the best results for the dollars available. For FY15, FireMed has a new logo, and will be transitioning to a year-around schedule, with memberships good for one year from the date purchased. With a fresh perspective and a new look to the campaign, the 2014 campaign should be an exciting one. Membership marketing will continue to face obstacles in the regional economic climate, but we project that membership will grow marginally in FY15.

Ambulance Account Services continues their ambulance account enterprise, with billing services for 25 government entities besides Springfield. Account Services staff provide a level of expertise found in few other local government agencies. Account Services has implemented several process improvements to maximize revenues and gain efficiencies in processing in an attempt to offset Medicare reimbursement limitations. FY14 collection percentages held constant, while overall revenue gained slightly, allowing an increase in Ambulance Fund reserves for the fiscal year.

Service Level Changes:

Eugene Ambulance Billing personnel (3 people) joined the Springfield office location in mid-FY14. This moved all ambulance billing functions under one roof, with one supervisor. The next step in the merger process will be to join the ambulance billing databases and fully integrate the work units. In FY15, Continuous Process Improvement (CPI), Benchmarking, and Best Practices will be applied to gain further efficiencies.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Financially Sound and Stable Government Services	Manage Financial Resources: Obtain Funding	Net Enterprise Contribution to Ambulance Fund (\$1000)	360	206	360
		Ambulance - Net Collection % (Spfld only)	80%	74.3%	80%
		Ambulance Bills - Net # days in accounts receivable (Spfld only)	55	70.8	55
		FireMed - Market share (eligible households in Springfield)	29.0%	27.5%	29.0%

Fire and Life Safety Department

Program: Emergency Medical Services

Program Description:

The Emergency Medical Services (EMS) program provides high-quality pre-hospital emergency medical treatment and ambulance transportation throughout the City of Springfield and much of eastern Lane County.

Budget Highlights:

Revenues have exceeded expenses the past few years, but solutions are still being sought to balance the ambulance fund long term. The Emergency Medical Services Officer (SFLS), and Battalion Chief of EMS (Eugene) have standardized protocols, SOP's, and most equipment and training throughout the joint EMS system. System efficiencies in FY15 are expected to reduce costs and improve overall division performance.

Springfield took delivery on a new ambulance in late FY14. An additional new unit is planned for FY15. These new, smaller, lighter ambulances will incorporate a smoother ride, additional safety features, and be a major upgrade to the ambulance fleet throughout the 3-Battalion system. . Standardization of ambulances by working with a Joint Apparatus Committee has resulted with the replacement of two Springfield Medic Units and four Eugene Medic Units delivered with the exact same specifications. These units are expected to reduce fuel consumption over the life-cycle of the vehicles and will allow medic crews to work out of apparatus that are identical in all three battalions.

Service Level Changes: No service level changes are anticipated in FY15.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Public Safety	Maintain Public Works and Core Services	% emergency ambulance response within 8 minutes	90%	78%	90%

Fire and Life Safety Department

Program: Fire Marshal's Office

Program Description:

The Fire Marshal's Office (FMO) is responsible for services aimed at providing and maintaining a high fire safety awareness in the community. These services are presented to the public through code enforcement, control of hazardous materials use, life safety inspections, educational classes, fire cause investigations, issuance of operational permits, and correction of fire code violations in buildings. The primary goal of the FMO is reducing life and property loss. This program meets the minimum requirements for State Mandated Exempt Status (ORS 476.030(3), OAR 837-039-0010). The program also meets hazardous material mandates as outlined by federal and state governments.

Budget Highlights:

The division has been providing the program functions that relate to the City of Springfield's partial exemption status and will maintain that status in FY15. The FMO is tasked with ensuring that buildings are maintained as designed and approved during construction by the Building Official. Deputy Fire Marshals respond and conduct fire investigations and assist in the prosecution of arsonists with Springfield Police and the Lane County District Attorney.

Certain State of Oregon licensing programs require that a record of a facility fire code inspection has been performed within specified time frames. These facilities are primarily high life hazard occupancies where occupants have limited ability to self-evacuate or protect themselves in the event of an emergency. Hospitals, jails, day care centers, and elder living and care facilities are examples of these facilities. Deputy Fire Marshals perform the inspections and coordinate facility emergency plans for fire department response with the facilities. Coordination with facility managers and Deputies is a collaborative effort where relationship-building leads to code compliance and meeting licensing requirements.

The FMO contributes significant revenue to the general fund each year through fees-for-service charges.

Service Level Changes:

Integration of the workforce of the two fire departments will continue in FY15. The joint Fire Marshal's office is completing a strategic planning process to assist with prioritization and assessment of all tasks required in the metro area. The FMO had one Springfield Deputy Fire Marshal retirement in FY14. That position will be filled and a new Deputy will begin training in early FY15.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Public Safety	Secure Property and Personal Safety	Dollar loss per fire - <u>Business</u> (perform better than 50% of similar cities)	100%	50%	50%
		Dollar loss per fire - <u>Residential</u> (perform better than 75% of similar cities)	75%	75%	75%
		Dollar loss per fire – <u>All</u> (perform better than 75% of similar cities)	75%	50%	75%
		% Springfield occupancies with Fire Protection Systems in compliance or verified as maintained	25%**	32%	25%
Community and Economic Development and Revitalization	Interact With Citizens	% Juvenile Firesetter referral service and/or intervention for youth requests fulfilled annually	100%	97%	100%

** Due to loss of 1 FTE DFM

Fire and Life Safety Department

Program: Fire Operations

Program Description:

Fire Operations provides fire, rescue and emergency medical response to citizen calls for assistance in a variety of emergencies. This program provides the personnel, training, specialized vehicles, and equipment to respond to emergencies in the community that threaten life, property, and the environment. This includes fires, rescues, natural and man-made disasters, hazardous material incidents, medical emergencies, and ambulance transportation. In addition, personnel perform work assigned by the Administrative Services Bureau, Fire Marshal's Office, and Emergency Medical Services programs and keep all equipment and apparatus maintained and ready for emergency response.

Fire Operations is also responsible for assisting in procuring grant program funds. Seeking alternative funding sources is ongoing.

Budget Highlights:

Springfield Fire Operations staff continues to work cooperatively with City of Eugene Fire Operations staff in a merged "3 Battalion" response system. These efforts continue to improve processes and gain efficiencies in both systems and will be further enhanced in FY15.

Agreements in the current Springfield Firefighter IAFF contract will bring us to a major component of the merger/consolidation process in FY15. Effective July 01, 2014 Springfield and Eugene Firefighters will begin working together in both cities. In addition, both Springfield and Eugene IAFF Locals have agreed to merge and now operate as one Local known as the "Lane Professional Firefighters Association, Local 851".

Eugene and Springfield Fire Battalion Chiefs continue to rotate assignments throughout the two cities. This proven model provides the Battalion Chiefs a broader understanding of each City's emergency response characteristics as well as the resources and personnel of each City.

Some Logistics functions are being provided by Eugene to Springfield via an IGA. It is anticipated that in FY15 additional services will be provided by Eugene as we continue to integrate services and standardize equipment across the metro area.

Service Level Changes:

No service level changes are anticipated in FY15.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Public Safety	Secure Property and Personal Safety	% of fire responses within 5 minutes	80%	50% (Average response time to structure fires is 4:53)	80%

Fire and Life Safety Department

Program: Fire and Life Safety Training

Program Description:

The Fire Training program provides all uniformed department personnel with the training necessary to develop and maintain the skills, knowledge, abilities, and certifications required to provide safe and effective fire and emergency medical services. Training includes classroom sessions and practical exercises using qualified/certified instructors, appropriate training programs, and equipment. The program provides the training necessary for successful, efficient, and safe service delivery to the community.

Budget Highlights:

The Training program instructs new employees and maintains skills of all Fire Operations personnel. It also provides the training and evaluation necessary to maintain required certifications required of appropriate regulating agencies. Cost savings have been realized through a combined recruitment and hiring process, a combined Recruit Academy, combined career development programs, and combined promotional testing processes. An integrated training calendar provides consistent, ongoing line level training sessions for all Eugene/Springfield personnel.

Service Level Changes:

No service level changes are anticipated in FY15.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Public Safety	Secure Property and Personal Safety	% Line employees meeting ISO requirements for training & drills	75%	75%	75%

Human Resources Department

Departmental Programs

- **Recruitment, Selection, & Retention**
- **Employee & Labor Relations**
- **City Wide Training**
- **Risk Management**
- **Benefits**

Department Description

The Human Resources Department serves as a support system to and strategic partner with other City departments by providing all major employment, risk, and benefit services for the City. These services are delivered through five major program areas: Employee Recruitment, Selection & Retention, Employee & Labor Relations, City-Wide Training, Risk Management, and Employee Benefits.

Human Resources administers a job classification system that is relevant, flexible and fair, oversees the City's compensation practices to ensure compliance with State and Federal compensation regulations, and develops competitive compensation strategies that will enable the City to attract and retain talented employees. In addition, Human Resources strives to work collaboratively with the City's collective bargaining units in administering the labor contracts, resolving disputes, and handling grievances. Human Resources builds positive relationships with employees through implementation of equitable employment policies, performance management practices, employee recognition programs, and the City's training program. This training program includes new employee orientation, supervisory development, and other mandatory and discretionary training.

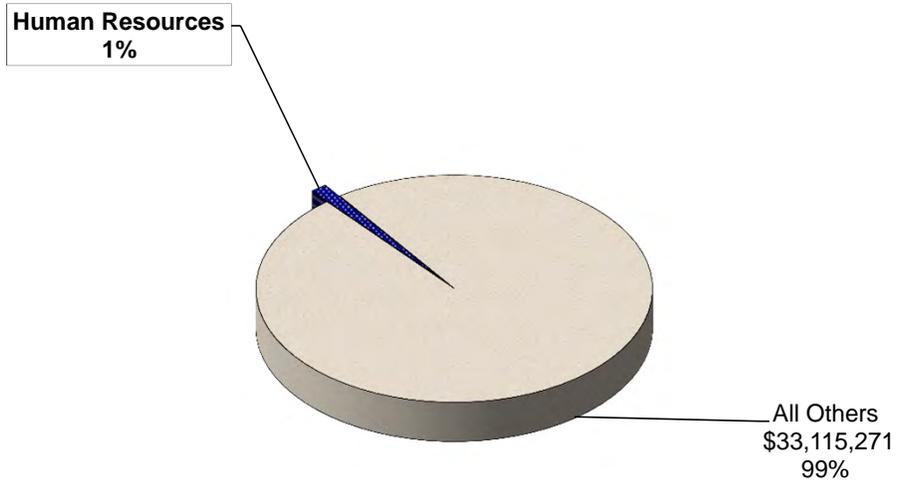
The City's Employee Benefits program includes: health, life, and disability insurance, employee leave administration, employee wellness, and retirement. The Department is also responsible for City-wide Risk Management, including loss prevention planning, workplace health and safety, litigation coordination, workers compensation, and insurance and liability claim administration.

Human Resources staff must stay abreast of new federal, state and local laws and regulations impacting each of our five program areas.

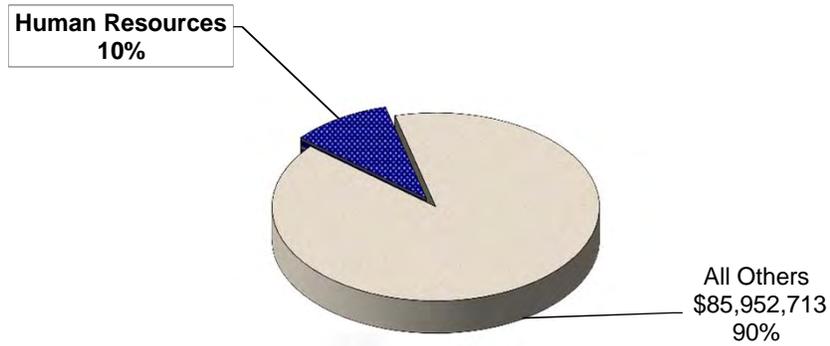
Mission

The mission of the Human Resources Department is to serve the organization by providing professional organizational development & technical counsel, strategic guidance, service, leadership, and training for issues related to the City's work force to our partner departments.

FY15 OPERATING BUDGET - General Fund	\$ 33,554,509
Human Resources:	\$ 439,238



FY15 OPERATING BUDGET - All Funds	\$ 95,378,761
Human Resources:	\$ 9,426,048



Human Resources Department

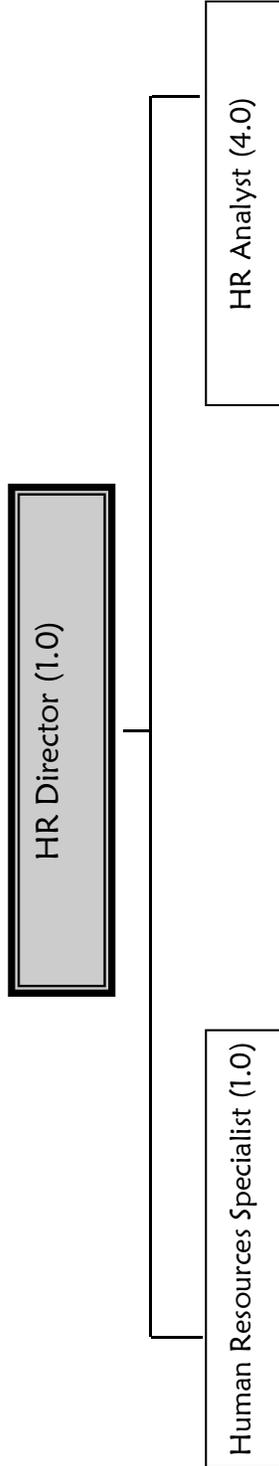
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 581,818	\$ 597,751	\$ 624,540	\$ 665,698
Materials and Services	498,440	3,161,427	8,293,904	8,760,350
Total	<u>\$ 1,080,258</u>	<u>\$ 3,759,177</u>	<u>\$ 8,918,444</u>	<u>\$ 9,426,048</u>
Expenditures by Fund:				
General	\$ 374,108	\$ 398,744	\$ 383,533	\$ 439,238
Insurance	704,550	3,355,999	8,533,911	8,986,810
Vehicle and Equipment	1,600	9,845	1,000	-
Total	<u>\$ 1,080,258</u>	<u>\$ 3,764,588</u>	<u>\$ 8,918,444</u>	<u>\$ 9,426,048</u>
Expenditures by Sub-Program:				
Personnel Administration	\$ 352,444	\$ 358,975	\$ 385,315	\$ 415,020
Support Services	17,698	24,235	17,678	17,678
Citywide Training	5,565	25,379	11,540	21,540
Employee Benefits	441,904	354,534	480,053	484,836
Risk Management	156,317	226,381	230,729	231,247
Workers Compensation	106,329	94,604	108,091	135,014
Self Funded Insurance	-	265,500	7,685,038	8,120,713
Total	<u>\$ 1,080,258</u>	<u>\$ 1,349,609</u>	<u>\$ 8,918,444</u>	<u>\$ 9,426,048</u>

* Amended as of June 16, 2014

Human Resources Department

Total FTE: 6.0



Human Resources Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	3.25	2.85	2.85	2.85
Insurance	2.75	3.15	3.15	3.15
Total Full-Time Equivalents	6.00	6.00	6.00	6.00

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Department Assistant	1.00	1.00	0.00	0.00
Human Resource Analyst	4.00	4.00	4.00	4.00
Human Resource Director	1.00	1.00	1.00	1.00
Human Resource Specialist	0.00	0.00	1.00	1.00
Total Full-Time Equivalents	6.00	6.00	6.00	6.00

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Human Resources Department

Program: Recruitment, Selection, & Retention

Program Description:

This program serves internal and external customers and clients through:

- Citywide recruitment and selection activities, which include strategic planning to meet Citywide staffing needs and applicant pool development, oversight of applicant screening and selection, successor planning, affirmative action and Equal Employment Opportunity oversight, and applicant tracking.
- Job classification and pay practice oversight, including the development of competitive compensation strategies, the evaluation of relevant labor markets, and compliance with State and Federal regulations and with collective bargaining agreements.
- Maintenance of City personnel records, including performance records, personnel action administration, records retention compliance, and HR's database.
- Developing and administering the City's employee recognition program.
- Participating with other local public agencies to enhance the City's inclusion and diversity efforts in alignment with Council goals.

Budget Highlights:

- Partnered with the City of Eugene in firefighter/paramedic and captain recruitment processes as part of Fire Department merger effort.
- Joined national testing program to help decrease testing costs for firefighter/paramedic recruitments.
- Increased department involvement overall in recruitment and selection process through materials scoring and interview panel trainings.
- Expanded use of video based testing to successfully select higher quality applicants in all departments.

Service Level Changes:

To expand and leverage our resources we have prioritized working with other public agencies. The result is a more robust delivery of service to our own employees, and a greater opportunity to learn best practices. Inclusion and diversity efforts have become a major work focus. In addition we are preparing to implement a new module of our HR Information System application that will greatly improve our e-recruit presence and interface with job applicants.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Foster an Environment that Values Diversity and Inclusion	Recruitment and Selection: Enhance & diversify the organizational culture	Percent of applicants who meet City's workforce diversity goals.	8%	14%	16%
Offer Financially Responsible and Stable Government Services	Classification & Compensation: Pay plan is accurately adjusted in local market	Percent of new employees hired at mid-step or lower	90%	99%	90%

**849 total applications received, 120 non-white applications (14% actual)

**22 new hires, 1 hired over mid-point (99% actual)

Human Resources Department

Program: Employee & Labor Relations

Program Description:

This program supports supervisors and employees alike in understanding and navigating the many regulations, rules, and contract provisions that govern the employment relationship between the City and its employees. This is achieved by developing, implementing, and administering the City's policies and procedures in collaboration with our employees, and in negotiating and administering the contracts the City has with its four collective bargaining units. Essential functions of this program are:

- Providing guidance, consultation, advice, and training to supervisors and employees in dealing with workplace issues (including union grievances).
- Encouraging fair and positive performance management practices and, in alignment with Council direction, a pay-for-performance system.
- Investigating discrimination and harassment complaints.
- Investigating allegations of employment rule violation.
- Negotiating and resolving workplace disputes.
- Assisting in responding to Equal Employment Opportunity Commission investigations and employee litigation.

Budget Highlights:

- Taking the lead on reorganizing, updating, and rewriting all City-wide policies and procedures; have completed ten new administrative rules to reduce City's risk exposure and decrease liability insurance premium costs.
- Working with City of Eugene's Human Resources Department to align labor contracts and policies and procedures impacting the two Fire Departments and respective collective bargaining units to facilitate merger work.
- Convened joint labor & management committees with City's two general service bargaining units, SEIU and AFSCME. Issues are informally reviewed and addressed to avoid grievances.

Service Level Changes:

Have taken a leadership role in the Oregon Public Employers Labor Relations Association in order to be more informed about State collective bargaining issues, and to have more input in how unions impact public service. Working with other public agencies has become a priority in expanding and leveraging our resources. The result is a more robust delivery of service to our own employees, and a greater opportunity to learn best practices. In addition, Human Resource

staff is now holding office hours at other City facilities (i.e. the Justice Center and Development and Public Works Operations) in order to be more familiar with our workforce and its needs. These office hours also provide more convenient access to Human Resources for employees who do not work a traditional schedule or at City Hall.

Program Performance Indicator:

Council Goals	Key Process	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Offer Financially Responsible and Stable Government Services	Develop or revise City policies and procedures with new Administrative Rules.	Number of different Admin Rules adopted per year.	10	8	10

Human Resources Department

Program: City-Wide Training

Program Description:

Coordinating the delivery of City-provided training and communicating opportunities for outside training are key functions of this program. Required City trainings include:

- New employee orientation;
- Employee development planning and counseling;
- Mandatory legal and regulatory obligations, such as anti-harassment and discrimination training; and
- Diversity and inclusion training.

Human Resources also provide other training opportunities that address current trends and topics and support our employees' development.

Budget Highlights:

The majority of this past years training budget was expended in one major area: inclusion & diversity training. "Working Better Together" is a "train-the-trainer" program already in place at the City of Eugene and Lane County, and the City of Springfield has contracted with the training developer to offer it to our employees as well.

Other trainings offered included:

- Supervisory training updates: recruitment and selection process, emotional intelligence, and legal updates.
- Completed the WBT Train-the-Trainer workshops.

Service Level Changes:

Without the ability to collaborate with other local public agencies and professional associations, the limited funds available for City wide training would not be sufficient to stay abreast of the changes in employment law and work place issues. Leveraging those relationships allows us to offer our employees a wider array of training opportunities and avoid duplicating services and draining resources.

*Goal: have 30% employee participation in "Working Better Together" trainings.

Human Resources Department

Program: Risk Management

Program Description:

The City's Risk Management program includes:

- Loss control – Accident investigation coordination, occupational health and safety coordination, OSHA compliance, coordination of City safety committees, accident prevention education, and risk training.
- Claims administration – Litigation coordination, workers compensation administration, City property and liability insurance coverage administration, and risk records administration.

Budget Highlights:

- Ongoing partnership with the City of Eugene in developing consistent and best practices for administering fire risk programs.
- National and Statewide trends resulted in increased premium costs.

Service Level Changes:

Allocation model will encourage departments to participate more fully in risk prevention.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Offer Financially Responsible and Stable Government Services	Risk Management: Maintain Workers' Compensation experience rating at 1.0 or lower.	Tracked annually, data provided by Worker's Compensation Carrier.	1.0	1.0	1.0

Human Resources Department

Program: Employee Benefits

Program Description:

The Employee Benefits Program is responsible for coordination and administration of benefits which include:

- Retirement (Oregon Public Retirement System, City of Springfield Retirement Plan, and Deferred Compensation programs).
- Employee Health Insurance (self-funded).
- Short-Term Disability Insurance.
- Long-Term Disability Insurance.
- Life Insurance.
- Health Reimbursement Account (HRA).
- Flexible Spending Account (FSA).
- Employee Assistance (Counseling Services).
- Employee Leave benefits, including Federal- and State-mandated benefits such as family medical leave, Americans with Disabilities Act, military leave, and crime victims leave.

In addition, Human Resources staff oversees the SpringWell program, which is designed to keep health insurance cost increases lower than national and regional trends and increase employee productivity. Features of the SpringWell program are:

- Providing on-site employee health clinic services (Wellness Center).
- Partnering with Willamalane to provide employees membership to fitness facilities and programs.
- Providing nutrition programs and weight loss challenges.
- Education on complete employee wellness during our annual Wellness Fair.

Budget Highlights:

- Implementation of self-funded health insurance.
- Change to Short Term Disability carrier.
- Implementation of Federal Affordable Care Act provisions.

Service Level Changes:

Increased number of highly complex protected leave situations in combination with changing federal and state laws, continue to require extensive coordination and analysis. The Affordable Care Act also adds additional complexity since many provisions have yet to be fully documented.

One full year of self-funding resulted in our total costs being 4% below trend; health insurance industry cost trends were up by 9%, while ours went up by just 5%, despite the fact that we had 6.4% more claims than last year. On average though, our cost per claim was lower.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Offer Financially Responsible and Stable Government Services	Maintain health insurance premium costs at trend or below through wellness initiatives and plan design.	Percent differential between trend and our rate of premium cost increase or decrease.	0%	-4%	-80%

Information Technology Department

Departmental Programs

- Information Technology

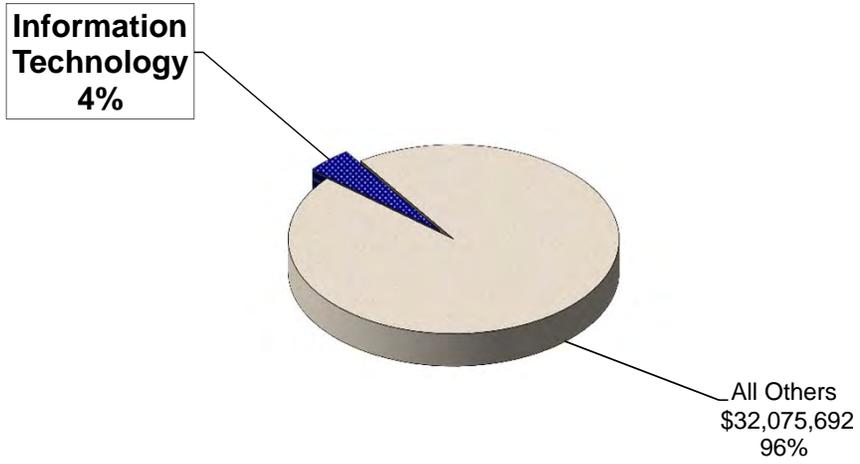
Department Description

The Information Technology Department helps other City Departments develop innovative and efficient IT solutions through a series of services that includes implementing and integrating computer systems, coordinating and providing training, negotiating and managing information technology-related contracts, performing application development, and technology assistance and support. The Department creates the technology environment that enables City employees to quickly access vital information using the most efficient and cost effective system hardware and software. The Department is also responsible for providing effective voice communications utilizing a combination of Public Branch Exchange (PBX) and Voice over IP (VoIP) technologies.

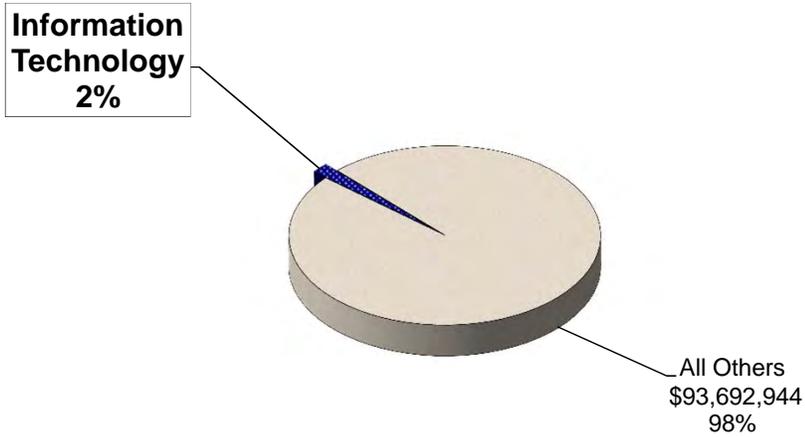
Mission

The Information Technology Department assists City Departments in responding to the needs of the citizens by enabling City employees to quickly access vital information and make data-driven decisions. We are dedicated to providing quality service through teamwork, partnerships, and developing team and individual strengths.

FY15 OPERATING BUDGET - General Fund	\$ 33,554,509
Information Technology:	\$ 1,478,817



FY15 OPERATING BUDGET - All Funds	\$ 95,378,761
Information Technology:	\$ 1,685,817



Information Technology Department

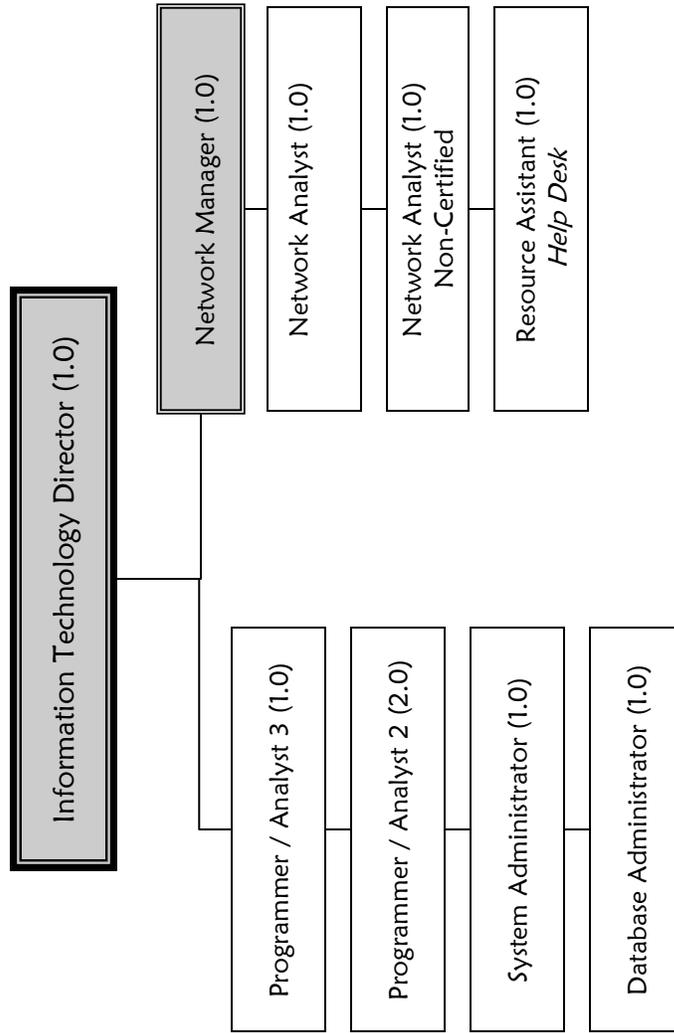
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 1,066,527	\$ 1,113,860	\$ 1,085,525	\$ 1,161,616
Materials and Services	333,272	338,751	435,648	514,201
Capital Outlay	9,142	34,635	104,000	10,000
Total	<u>\$ 1,408,940</u>	<u>\$ 1,487,246</u>	<u>\$ 1,625,173</u>	<u>\$ 1,685,817</u>
Expenditures by Fund:				
General	\$ 1,339,119	\$ 1,390,837	\$ 1,357,608	\$ 1,478,817
Vehicle and Equipment	69,821	96,409	267,565	207,000
Total	<u>\$ 1,408,940</u>	<u>\$ 1,487,246</u>	<u>\$ 1,625,173</u>	<u>\$ 1,685,817</u>
Expenditures by Sub-Program:				
Information Services	\$ 1,408,362	\$ 1,486,467	\$ 1,621,173	\$ 1,681,817
Telecommunications	578	779	4,000	4,000
Total	<u>\$ 1,408,940</u>	<u>\$ 1,487,246</u>	<u>\$ 1,625,173</u>	<u>\$ 1,685,817</u>

* Amended as of June 16, 2014

Information Technology Department

Total FTE: 10.0



Information Technology Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	10.00	10.00	10.00	10.00
Total Full-Time Equivalents	10.00	10.00	10.00	10.00

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Database Administrator	1.00	1.00	1.00	1.00
Information Technology Director	1.00	1.00	1.00	1.00
Network Analyst	1.00	2.00	2.00	2.00
Network Analyst Non-Certified	1.00	1.00	1.00	2.00
Network Manager	1.00	1.00	1.00	0.00
Programmer Analyst 2	2.00	1.00	1.00	2.00
Programmer Analyst 3	1.00	1.00	1.00	1.00
Resource Assistant (I.T.)	1.00	1.00	1.00	0.00
System Administrator	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	10.00	10.00	10.00	10.00

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Information Technology Department

Program: Information Technology

Program Description:

The Information Technology Department helps City departments deliver quality services by providing real time access to operational and strategic information. This is accomplished by:

- ◆ Supporting the decision-making process from the office to the field with integrated, mobile applications;
- ◆ Providing customer service and support for computer systems;
- ◆ Assisting with the purchase, support and management of over 520 personal computers and servers on Citywide local and wide area networks;
- ◆ Direct service to citizens is provided through the City's web site, including online applications, online document archives, and information about the City Government.
- ◆ Providing efficient Public Branch Exchange phone systems augmented with Voice over IP technology to extend telecommunications capabilities utilizing the City network.

Budget Highlights:

FY14 was a busy and productive year for the IT Department and our customers. A significant Asset Management/Facilities Management/GIS upgrade for Development and Public Works went "Live". This resource was further enhanced with the implementation of a NetMotion infrastructure component that enables DPW mobile computers to access core business applications directly from the field with the use of an Air Card. IT completed our Windows 7 project, upgrading hardware, applications and work stations across the City. The City upgraded to Office 2010. A significant upgrade to our core Financials system will be applied in May 2014. New document management solutions were developed for Development and Public Works (their "Projects" files) and for Human Resources (Employee Medical Files). A secure WiFi network was created at the Springfield Justice Center to keep their mobile computers updated. A virtual private network (VPN), Firewall, and secure WiFi network for City Hall are budgeted for FY14, and expected to be installed by the end of this fiscal year.

One of the more significant projects in recent years has been the replacement of legacy Public Safety systems commonly referred to as "AIRS". These projects were completed during 2014, culminating in December with the shutdown of "AIRS" Mainframe services:

- Springfield went "Live" with the Tyler Incode Version X municipal courts product in October 2012. New functionality includes a 2-way interface with our collections agency to streamline revenue collection and efficiency, a web payments option, and many new automated functions such as officer notifications, macros and group updates.
- Springfield partnered with Eugene to go "Live" with FireHouse Records Management System in November 2012. This product replaces outdated FDM software, and includes modules for training, State reporting, logistics, etc.
- Springfield partnered with Eugene to implement SunGard Police Computer Aided Dispatch and Records Management. The new software includes Field Based Reporting which populates police reports completed in the field with electronic

information from the incident, and Link Analysis to help connect incidents and suspects. The new suite also includes map-based Crime Analysis that will enable Springfield to utilize metrics and analytics in force deployment, in alignment with data-based policing tactics. SunGard went “Live” in November 2013.

- Springfield partnered with Lane County to acquire a new Jail Management system from EIS, Inc. This new system integrates with the Lane County Jail system. The EIS Jail system went “Live” in October 2013.

FY15 shapes up to be a transitional year for your IT Department with the recent retirements of two long-term employees including the Director. Major infrastructure projects include 8 server replacements (servers purchased in 2008/2009 at end of life), and replacement of 20 Cisco network switches (switches purchased between 2000 and 2007 at end of life). Significant application projects will include supporting Phase 2 of the DPW Asset Management/Facilities Management/GIS project, completing interfaces, reports, and deferred functionality on the Police, Courts, Jail and Fire projects, going “Live” with new centralized/paperless Accounts Payable, working with the Library to implement new functionality with their primary Sirsi circulation system, and completing a new Enterprise Candidate Gateway (e-Recruit) online employee recruiting system.

Service Level Changes:

Once the recruitment efforts to replace retiring employees are complete the service level will be essentially status quo. The IT materials and supplies budget is sufficient for current infrastructure maintenance. There is adequate equipment replacement funding to maintain a reliable and high performance infrastructure.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Financially Sound and Stable Government Services	IT Infrastructure: Ensure reliable, high performance access to City data and applications	IT infrastructure including telecommunications, servers and network is available	99.9%	99.7%	99.9%
		Workstations are available; down PCs are returned to service within 1 day, or a loaner is provided	99.8%	99.9%	99.8%
		Help Desk calls receive a response within 5-minutes	90.0%	87.7%	90.0%
		New Infrastructure Meets Customer Expectations	95.0%	100%	95.0%

Performance Indicators continued:

	Data Accessibility: Data is stored, managed and available to support operations and management decisions	Applications will receive periodic upgrades within vendor-recommended maintenance cycles	80.0%	80.0%	80.0%
		Enhancements and customizations to existing applications will meet customer expectations	85.0%	85.0%	85.0%
		New applications will meet customer expectations	85.0%	70.0%	85.0%

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Legal and Judicial Services Department

Departmental Programs

- **City Attorney**
- **City Prosecutor**
- **Municipal Court**

Department Description

The City Attorney, City Prosecutor and the Municipal Court comprise the service area identified as Legal and Judicial Services. The City Council oversees City Attorney services via a contract with an outside legal firm. The program reports directly to the City Council and is responsible for attending all City Council and Planning Commission meetings and for supplying the City Council and staff with legal opinions regarding existing or proposed City operations and activities. All ordinances, resolutions, contracts and activities having legal implications are reviewed and approved by the City Attorney to assure compliance with intent, Charter, State and Federal laws as well as the possibility of liability exposure or litigation.

The City Manager's Office oversees the City Prosecutor services via a contract. The City Prosecutor represents the City in Municipal Court and Appellate Courts. Prosecution services are provided for all misdemeanor criminal and traffic crimes and for any violation cases in which the defendant has retained counsel. The City Prosecutor represents the City in trials by court or by jury.

The Municipal Judges report to the City Council. The operations of the Municipal Court report to the Finance Director. The Municipal Court provides judicial services for the administration of justice, case and jury management, the appointment of attorneys for indigent defense, probation monitoring, providing interpreters, and the enforcement and collection of bail, fines, and fees. The Municipal court has jurisdiction over misdemeanor criminal, traffic crimes and violations cited by the Springfield Police Department, Nuisance Code Enforcement, Animal Control and Parking Control Officers.

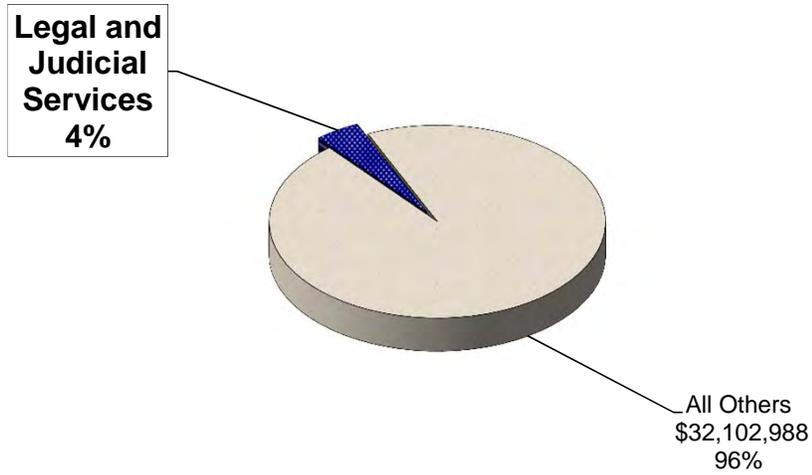
Mission

The City Attorney's Office strives to provide practical legal advice, effectively interpret laws, reviews and drafts City ordinances, resolutions and contracts and works to minimize the City's exposure to liability and legal expenses.

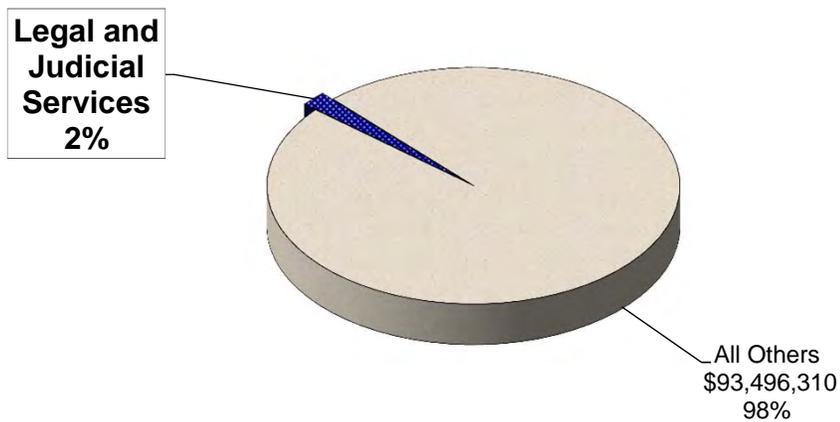
The City Prosecutor's Office strives to maintain public confidence in the ability of the legal judicial system to pursue prosecution of criminal conduct, to resolve legal contests in a timely manner, and to compel compliance with the laws that protect the safety and quality of life in the community.

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.

FY15 OPERATING BUDGET - General Fund	\$ 33,554,509
Legal and Judicial Services:	\$ 1,451,521



FY15 OPERATING BUDGET - All Funds	\$ 95,378,761
Legal and Judicial Services:	\$ 1,882,451



Legal and Judicial Services

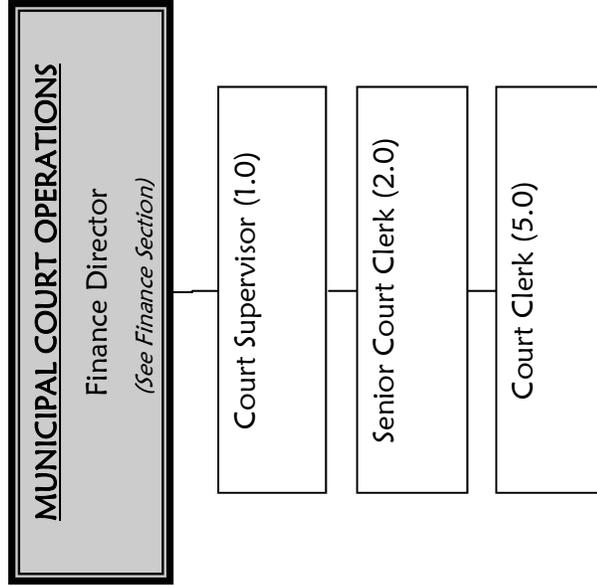
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 681,909	\$ 702,347	\$ 829,738	\$ 886,316
Materials and Services	1,017,593	955,055	995,051	996,135
Capital Outlay	68,691	113,083	-	-
Total	<u>\$ 1,768,193</u>	<u>\$ 1,770,486</u>	<u>\$ 1,824,789</u>	<u>\$ 1,882,451</u>
Expenditures by Fund:				
General	\$ 1,402,593	\$ 1,374,233	\$ 1,410,561	\$ 1,451,521
Police Local Option Levy	364,627	395,094	403,728	430,930
Vehicle and Equipment	974	1,158	5,500	-
Total	<u>\$ 1,768,193</u>	<u>\$ 1,770,486</u>	<u>\$ 1,819,789</u>	<u>\$ 1,882,451</u>
Expenditures by Sub-Program:				
City Attorney	\$ 353,353	\$ 299,629	\$ 332,060	\$ 332,060
City Prosecutor	258,086	225,628	214,163	209,324
Municipal Court	1,156,754	1,245,229	1,278,566	1,341,067
Total	<u>\$ 1,768,193</u>	<u>\$ 1,770,486</u>	<u>\$ 1,824,789</u>	<u>\$ 1,882,451</u>

* Amended as of June 16, 2014

Legal and Judicial Services

Total FTE: 8.0*



* Note: 0.84 FTE for Municipal Court Judges report directly to the City Council and do not appear on any departmental organization chart, although the positions are funded through Legal and Judicial Services.

Legal and Judicial Services

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	6.615	6.61	6.61	6.61
Police Local Option Levy	2.23	2.23	2.23	2.23
Total Full-Time Equivalents	8.85	8.84	8.84	8.84

Position Summary

Job Title/Classification:	Adopted FY11	Adopted FY12	Adopted FY14	Adopted FY15
Court Clerk	6.00	6.00	6.00	5.00
Court Clerk, Senior	1.00	1.00	1.00	2.00
Court Supervisor	1.00	1.00	1.00	1.00
Judge	0.55	0.65	0.50	0.50
Judge Pro-Tem	0.00	0.20	0.34	0.34
Total Full-Time Equivalents	8.55	8.85	8.84	8.84

NOTE: 0.84 FTE for Municipal Court Judges and Judge Pro-Tem report directly to the City Council and do not appear on any departmental organization chart; although the positions are funded through Legal and Judicial Services.

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Legal and Judicial Services Department

Program: City Attorney

Program Description:

The Municipal Court has jurisdiction over misdemeanor criminal, traffic crimes and violations cited by the Springfield Police Department, Nuisance Code Enforcement, and Parking Control officers. The Court provides judicial services for the administration of justice, case and jury management, appointments of attorneys for indigent defense and interpreters, probation monitoring and enforcement and collection of bail, fines, and fees. The Court strives to maintain public confidence in the ability of the legal judicial system to uphold the rule of law, resolve legal contests in a fair and timely manner and to compel compliance with the laws that protect the safety and quality of life in the community.

Budget Highlights:

Provide general counsel to City Council, Planning Commission and staff regarding planning and development proposals, economic development initiatives, contract development and review, code enforcement, Justice Center, Glenwood Development, Gateway Area, Human Resources, BOLI Issues, Environmental Services, Municipal Court, risk consultation, OLCC issues, public records, public meetings, ethics, and general counsel to Council and staff. An additional service that has been added this past year is labor negotiations.

Service Level Changes:

No FY15 changes to the program.

Legal and Judicial Services Department

Program: City Prosecutor

Program Description:

The City contracts for Prosecution Services with David Logan. The City Prosecutor represents the City in Municipal Court and Appellate courts. Prosecution services are provided for all misdemeanor criminal and traffic crimes and for any violation cases in which the defendant has retained counsel. Services provided include screening of reports filed, negotiations for settlement of cases and for representation of the City in trials by court or by jury. The City Prosecutor also recommends revisions to the Municipal Code to conform with case law and state statutes, provides legal advice and training for the Police Department and maintains the criminal law library.

Budget Highlights:

The opening of the municipal jail has created an additional demand on the City Prosecutor's Office, particularly in the areas of completing discovery and preparation for trial. In the spring of 2012 the City issued a request for proposal for prosecutor services. A selection was made at that time but the start of the contract for the newly selected firm was delayed until January of 2013. The proposed budget for FY14 will be the first full year of the new contract and the City expects to recognize a savings of approximately \$50,000 over the FY12 cost for this service.

Service Level Changes:

No FY15 changes to the program.

Legal and Judicial Services Department

Program: Municipal Court

Program Description:

The Municipal Court has jurisdiction over misdemeanor criminal, traffic crimes and violations cited by the Springfield Police Department, Nuisance Code Enforcement, and Parking Control officers. The Court provides judicial services for the administration of justice, case and jury management, appointments of attorneys for indigent defense and interpreters, probation monitoring and enforcement and collection of bail, fines, and fees. The Court strives to maintain public confidence in the ability of the legal judicial system to uphold the rule of law, resolve legal contests in a fair and timely manner and to compel compliance with the laws that protect the safety and quality of life in the community.

Budget Highlights:

Since adoption of State statutes in November of 1997, case filings at the Municipal rather than state level has ensured prosecution of misdemeanor crimes committed in the City of Springfield.

The opening of the Springfield Municipal Jail on January 29, 2010, increased the ability of the court to hold offenders accountable and to increase the ability of the Court to compel compliance with sentencing orders, including payment of monetary penalties.

Caseload filings are currently estimated at 12,634 for FY14, with a total of \$1,827,780 estimated in total fines imposed. Total collection for this fiscal year is currently estimated at \$1,909,156 which includes fines and fee revenue to the city, and state fees.

The Court implemented new computer software on October 29, 2012. The system allows the Court to move closer to a "near paperless" operation. The system offers enhanced customer services through on-line case adjudication options for violations and on-line web payments. Tyler automated Phone notifications will be implemented as a new collections tool (without incurring the costs associated with formal collection actions). Assignment of cases to the Collection Agency as well as automated receipting of payments to Court cases has been automated.

The new system does not provide real time information integration to other local criminal justice agency systems. E-citations import pending in early 2014 will reinstate data propagation to Tyler eliminating the need for duplicate data entry by Court staff. The Police and Jail systems were implemented in late 2013 and the scope of changes implemented and/or to be implemented will continue to impact Court operations until alternative information processes are implemented.

Service Level Changes:

No service level change for FY15

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY 14 Target	FY 14 Actual	FY 15 Target
Preserve Public Safety	Adjudication Services: Provide timely and expeditious case processing	% of Violation cases meeting National Trial Court Standard 2.1.2 for consistent trend of 1:1 ration of cases filed to disposed	100%	98.1%	100%
		% of Misdemeanor cases meeting National Trial Court Standard 2.1.2 for consistent trend of 1:1 ratio of cases filed to disposed	100%	90.3%	100%
		% of Misdemeanor cases meeting standard for 100% disposition within 90 days (measurement includes FTA days)	100%	53%	75%
		% of Misdemeanor Custody Trials Dismissed for "Lack of Speedy Trial" (settings in excess of statutory 60 days)	0%	0%	0%
		Trial Date Certainty: % of cases meeting National Trial Court Standard 2.1.4 for disposition at first trial	80%	64.7%	80%
	Probation Monitoring and Enforcement Services: Provide action to enforce court orders to avoid patterns of systematic failure to fulfill criminal sentences	Overall Compliance Rate for collection of Victim Restitution payments	80%	N/A	100%
Financially Sound and Stable Government	Financial Services - Accounts Receivables: Provide and ensure timely and accurate receipting of funds	% of days with 100% accuracy in balancing	100%	100%	100%
	Financial Services - Accounts Payables: Provide and ensure timely payment of goods and services received	% of non-payment delinquent penalties	0%	0%	0%
	Financial Services - Financial Reporting: Provide and ensure timely and accurate reporting and disbursement of funds	% of days with timely reporting of cash receipting and distribution of funds	100%	100%	100%

Library Department

Departmental Programs

- **Adult/Reference Services**
- **Community Services**
- **Support Services**
- **Youth Services**

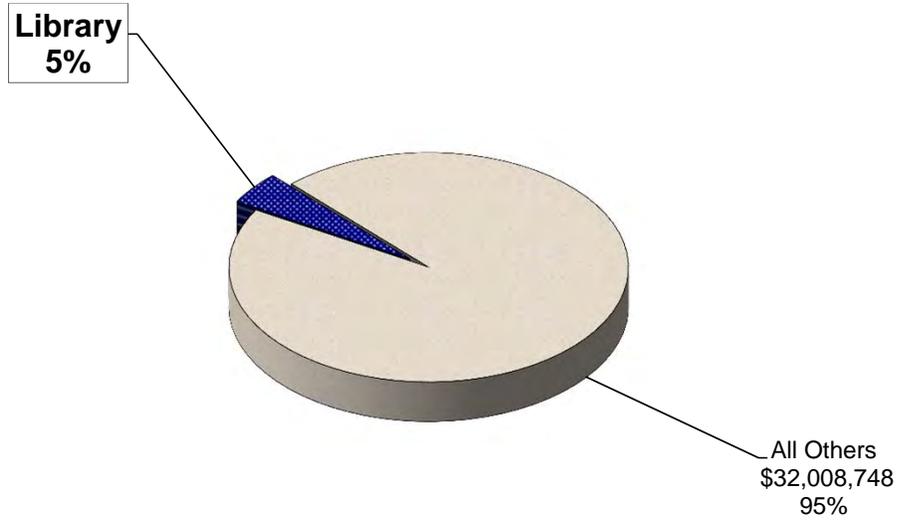
Department Description

The Springfield Library is an essential community resource providing citizens of all ages, backgrounds, and economic statuses access to information, education, early literacy training, and a wide range of family friendly programs. The Library also provides high-speed internet access as well as the ability to download digital audio books and e-books from home. In addition to our early literacy efforts focused on ensuring that every Springfield child enters school “ready to read” the Library has also added support of Springfield School District’s “Science, Technology, and Math (STEM) curriculum as another area of emphasis. We continue to engage our entire community offering award-winning Spanish/English bi-lingual programming. Our Teen Advisory Board has been active at the library, both participating in their programs and assisting library staff with programs for other age groups. This year has seen a marked increase in program attendance for all age groups. The Library continues to excel at enlisting the support of community members through its active volunteer program and its citizen fund-raising groups. We continue to partner with other area libraries in expanding access to materials for all of our patrons through our shared, online, catalog and inter-library loan program. From emergent literacy for infants to job retraining for adults the Library strives to support all members of its community in achieving their educational and economic aspirations.

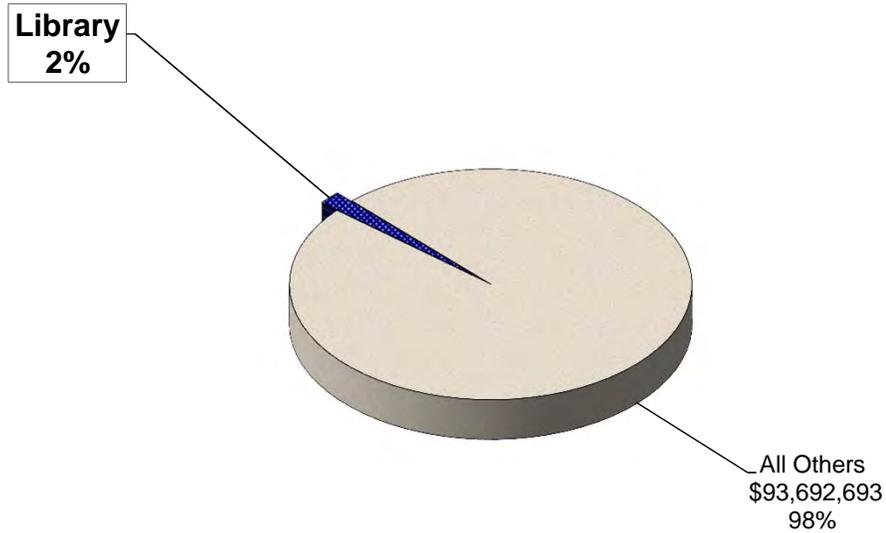
Mission

The Library Department places a strong and continuing focus on the importance of public service contacts with our citizens. The Library continues to emphasize the importance of providing diverse materials and instructional and cultural programming for our patrons.

FY15 OPERATING BUDGET - General Fund		\$ 33,554,509
Library:	\$ 1,545,761	



FY15 OPERATING BUDGET - All Funds		\$ 95,378,761
Library:	\$ 1,686,068	



Library Department

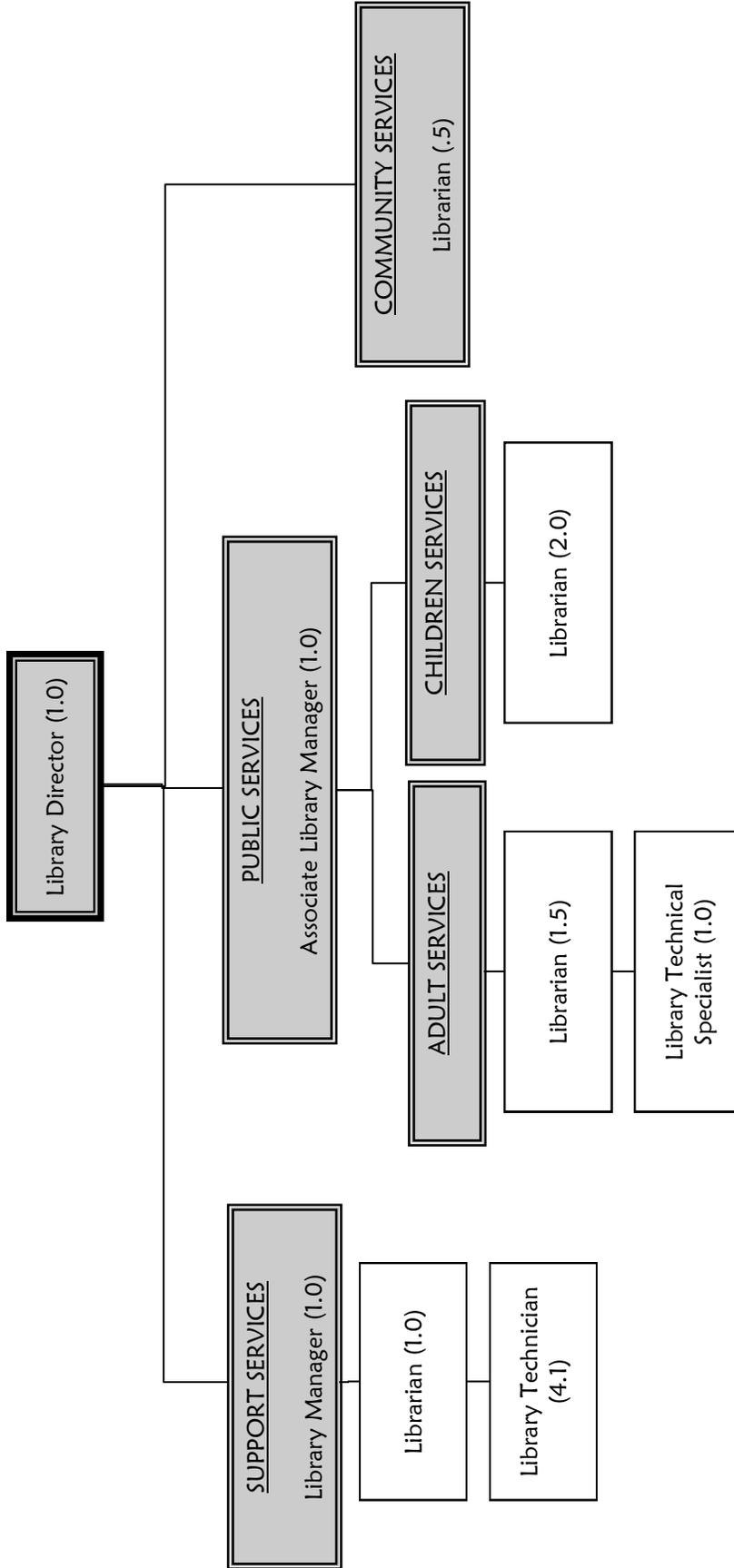
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 1,138,208	\$ 1,163,600	\$ 1,211,485	\$ 1,308,548
Materials and Services	172,785	189,548	273,843	249,277
Capital Outlay	129,918	104,823	122,943	128,243
Total	<u>\$ 1,440,910</u>	<u>\$ 1,457,971</u>	<u>\$ 1,608,271</u>	<u>\$ 1,686,068</u>
Expenditures by Fund:				
General	\$ 1,333,601	\$ 1,342,895	\$ 1,454,774	\$ 1,545,761
Special Revenue	42,513	58,754	86,150	74,175
Transient Room Tax	52,798	56,065	65,847	58,132
Vehicle and Equipment	11,998	257	1,500	8,000
Total	<u>\$ 1,440,910</u>	<u>\$ 1,457,971</u>	<u>\$ 1,608,271</u>	<u>\$ 1,686,068</u>
Expenditures by Sub-Program:				
Adult/Reference Services	\$ 408,814	\$ 377,098	\$ 432,955	\$ 547,460
Youth Services	242,489	253,533	264,201	139,059
Community Services	34,316	30,204	38,700	42,000
Support Services	755,291	797,135	872,415	957,549
Total	<u>\$ 1,440,910</u>	<u>\$ 1,457,971</u>	<u>\$ 1,608,271</u>	<u>\$ 1,686,068</u>

* Amended as of June 16, 2014

Library Department

Total FTE: 13.1



Library Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	11.81	11.90	11.90	12.60
Transient Room Tax	0.50	0.50	0.50	0.50
Special Revenue Fund	0.09	0.20	0.20	0.00
Total Full-Time Equivalents	12.40	12.60	12.60	13.10

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Librarian	3.80	4.00	5.00	5.00
Library Director	1.00	1.00	1.00	1.00
Library Manager	2.00	2.00	2.00	2.00
Library Technician	4.60	4.60	3.60	4.10
Library Technician Specialist	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	12.40	12.60	12.60	13.10

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Library Department

Program: Adult/Reference Services

Program Description:

Adult/Reference Services strives to meet the informational, educational and recreational needs of adult users within our diverse community. Materials provided include books, magazines, newspapers, audio books, CDs, and DVDs in English and Spanish, as well as public access to the internet, reference databases, and downloadable media including audio and e-books. A reference help desk is staffed every hour that the library is open, providing skilled reference assistance in locating desired information, referrals or materials, including interlibrary loan service for borrowing items not found in the Library's collection. Educational programming is offered on a periodic basis to provide cultural opportunities for adults within the community. Other services include meeting rooms and exam proctoring.

Budget Highlights:

The Adult Reference Services budget provides funds for purchasing print, audiovisual and electronic resources for adults; ensures skilled reference staff assistance to Library users, including help with accessing information in various electronic formats; and, sponsors special programs geared primarily toward adult users. While reference desk queries decreased this year, we maintained and increased our community connections through our website and social media outreach as well as our online database offerings and downloadable books.

Service Level Changes: None.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	The Quality of Information Services is Improved	Number of reference queries	22,000	18,519	17,500
		Volumes added to the collection	13,200	11,061	11,600
		Number of citizens accessing Library web site	75,000	100,254	106,000
		Number of public computer and database uses	72,000	75,651	83,900
		Attendance at adult programs	400	450	600

Library Department

Program: Community Services

Program Description:

Community Services works with the **Library Advisory Board**, **Friends of the Library**, the **Library Foundation** and the **Teen Advisory Board** to improve community dialogue with the Library, develop planning and funding strategies for future services, and to augment library revenues in order to improve and expand current services. In addition, the Library facilitates the work of the **Springfield Arts Commission** in increasing citizen awareness and support for the arts through youth workshops, monetary grants, a variety of public arts exhibits, the creation and maintenance of ART ALLEY, and support for the **Second Friday Artwalk** program.

Budget Highlights:

Both the **Friends of the Springfield Library** and the **Springfield Library Foundation** have established successful fund-raising activities that continue to generate significant contributions. The **Library Advisory Board** has grown to seven members in an effort to better represent our growing community; they met with the City Council in October of 2013 to preview a community presentation that addresses both library services and community needs. The Teen Advisory Board has actively participated in the planning of programs and services for their peers as well as assisting as volunteers for other Library programs.

In FY15 the **Springfield Arts Commission** has three specific goals. First, continue to increase the variety of programs that we can fund through the **Heritage Arts Grants**. In FY14 we expanded the number of grant funding cycles from one cycle per year to three cycles per year. This switch increased the number of submissions and allowed the Arts Commission to fund a wider variety of programs. Second, the Arts Commission will continue to promote and participate in the **Second Friday Artwalks** with a featured exhibit, a reception, and live music each month at City Hall. The Arts Commission provides funding support for the **Artwalk** and in FY14, as part of that support; the Commission funded an outdoor banner to advertise the Artwalk across Main Street each month. Third, the Arts Commission will continue to recruit and coordinate quality exhibits in the **City Hall Gallery** while increasing the participation of local artists. FY 14 saw a large positive response to the annual call for gallery artists, receiving far more submissions this past year than ever before. Many months in FY 14 feature more than one artist to accommodate this quality response.

Service Level Changes: None.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	The Quality of Information Services is Improved	Increase total donations to Library	46,870	47,177	50,000
		Increase membership of Support groups	176	125	155
		Increase number of contributors to Library Support groups	275	232	250
		Art events & programs created, supported and facilitated by the Springfield Arts Commission	50	52	54

Library Department

Program: Support Services

Program Description:

The Support Services Division is responsible for the cataloging, processing, circulation, shelving and repair of library materials. It is also responsible for the management of all patron accounts. The Division also serves as the overall administrative support for the Library department. The Division supervises, recruits, and trains members of the volunteer program.

Budget Highlights:

The Support Services budget contains funds for support services staffing, as well as all centralized activities, such as utilities, telephone, contractual services, and training. Administrative services, budget preparation and public desk scheduling are included in this program. Support Services orders, receives, and catalogs all Library materials. This program runs a successful volunteer program that re-shelved some 301,650 items in 2013. Circulation services, which include overdue notices, damage notices, and patron registration, are a highlight of Support Services, serving some 17,946 Library users.

Service Level Changes:

No service level changes anticipated.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	Access to Library Services and Collections Improved	Total Circulation	363,929	354,538	363,224
		Patron Visits	157,938	161,330	163,475
		Number of Library cards issued	6,129	6,420	6,061
		Volunteer hours	5,009	4,763	4,525

Library Department

Program: Youth Services

Program Description:

Youth Services provides a wide range of informational, educational, and recreational materials for children and young adults in our community. Materials include books, magazines, audio books, CDs and DVDs in English and Spanish, as well as public access to the internet, reference databases and downloadable media including audio and e-books. Skilled reference staff provides assistance locating information and resources for children, teens and adults. Special programs and activities are offered for cultural education and enrichment. Story hours, a summer reading program, after school programs, guest artists, teachers, authors and performers are scheduled throughout the year. Youth Services staff also provides tours and presentations to community groups and classrooms. Other services include a teen advisory board, educational game computers, and literacy-related activities such as puzzles and board games.

Budget Highlights:

The Youth Services budget provides funds for purchasing books, magazines, audio-visual materials and Internet access for children and young adults. It provides reference staff for children and adults and special programs and activities for the educational and cultural enrichment of youth in our community.

Service Level Changes: For seven months the youth services department was down an employee due to the retirement of two librarians. This affected our ability to conduct programming at our normal level, particularly outreach and tours, which are counted in the Early Literacy statistic.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	Student Success and Community Literacy is Supported	Participation in Early Literacy Education	9,200	8850	9900
		Participation in Elementary age programs	15,000	15060	18000
		Participation in Teen programs	500	864	1080

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Police Department

Departmental Programs

- Office of the Chief
- Patrol Bureau
- Investigations and Records
- Municipal Jail
- Services Bureau

Department Description

The Police Department consists of the Office of the Chief, the Patrol Bureau, the Investigations and Records Bureau, and the Services Bureau.

The Office of the Chief manages the department's budget; recruits, selects and trains staff and develops, monitors and enforces department policies. This bureau has primary responsibility for interacting with other City departments and for representing the department in local and regional coordination efforts. Internal investigations, when necessary, are conducted by this bureau as well.

The Patrol Bureau staffs 5 or more police officers on the street, 24 hours a day and 7 days a week, and responded to 53,983 calls for service, dispatching officers to 47,908 of those, in 2013.

The Investigations and Records Bureau is responsible for follow-up investigations in criminal matters. In 2013 our Property Control Officers handled and tracked evidence for 4,893 criminal cases and worked to return recovered stolen property to the rightful owners. Records and Dispatch staff receive over 85,000 incoming telephone calls from the public, and in 2013 handled about 7,000 calls for police service over the phone, which would otherwise require Police Officers to respond.

The Springfield Municipal Jail continues to provide detention space for municipal offenders in Springfield and provides Municipal Court Security and Prisoner Transports. In 2012, the Jail leased an average of 11 beds per day to other agencies, generating over \$300,000 in revenue, and booked in 2191 inmates.

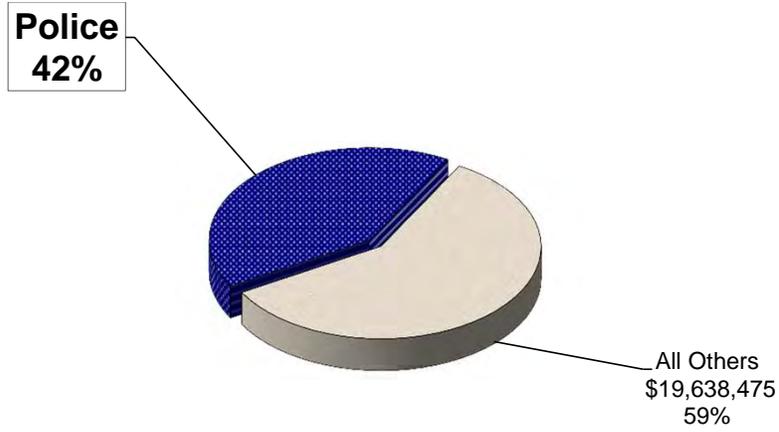
The Services Bureau develops the department's budget, seeks grant funding to implement special projects, and oversees support functions within the Department including Animal Control, Crime Prevention and the School Resource Officer program. During 2013, the volunteer program provided over 3500 hours of fleet maintenance support, and over 2500 hours of Crime Prevention and Animal Control support. During the holiday season, volunteers maintained a visible presence in Springfield shopping mall parking lots as a theft deterrent during evening hours.

The Department works closely with other agencies to coordinate services and provide the highest quality, lowest cost service to the citizens of Springfield.

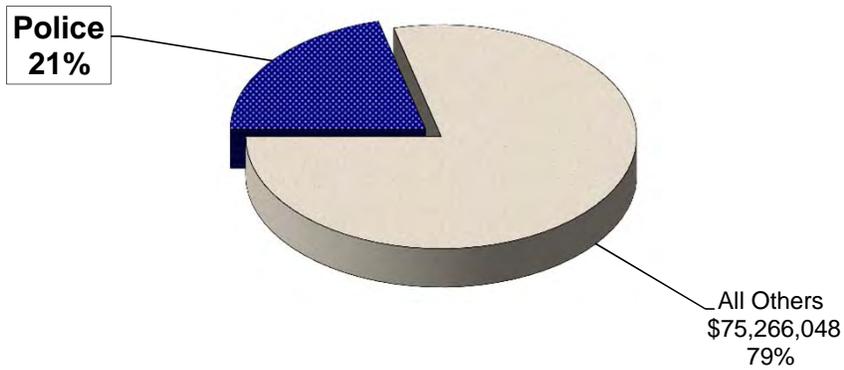
Mission

The Springfield Police Department strives to respond to the emergency and law enforcement needs of the community through response to calls for service in accordance with established priorities, visible police patrols, enforcement of traffic laws, investigation of crime and coordination with community service agencies, programs and activities.

FY15 OPERATING BUDGET - General Fund	\$ 33,554,509
Police: \$ 13,916,034	



FY15 OPERATING BUDGET - All Funds	\$ 95,378,761
Police: \$ 20,112,713	



Police Department

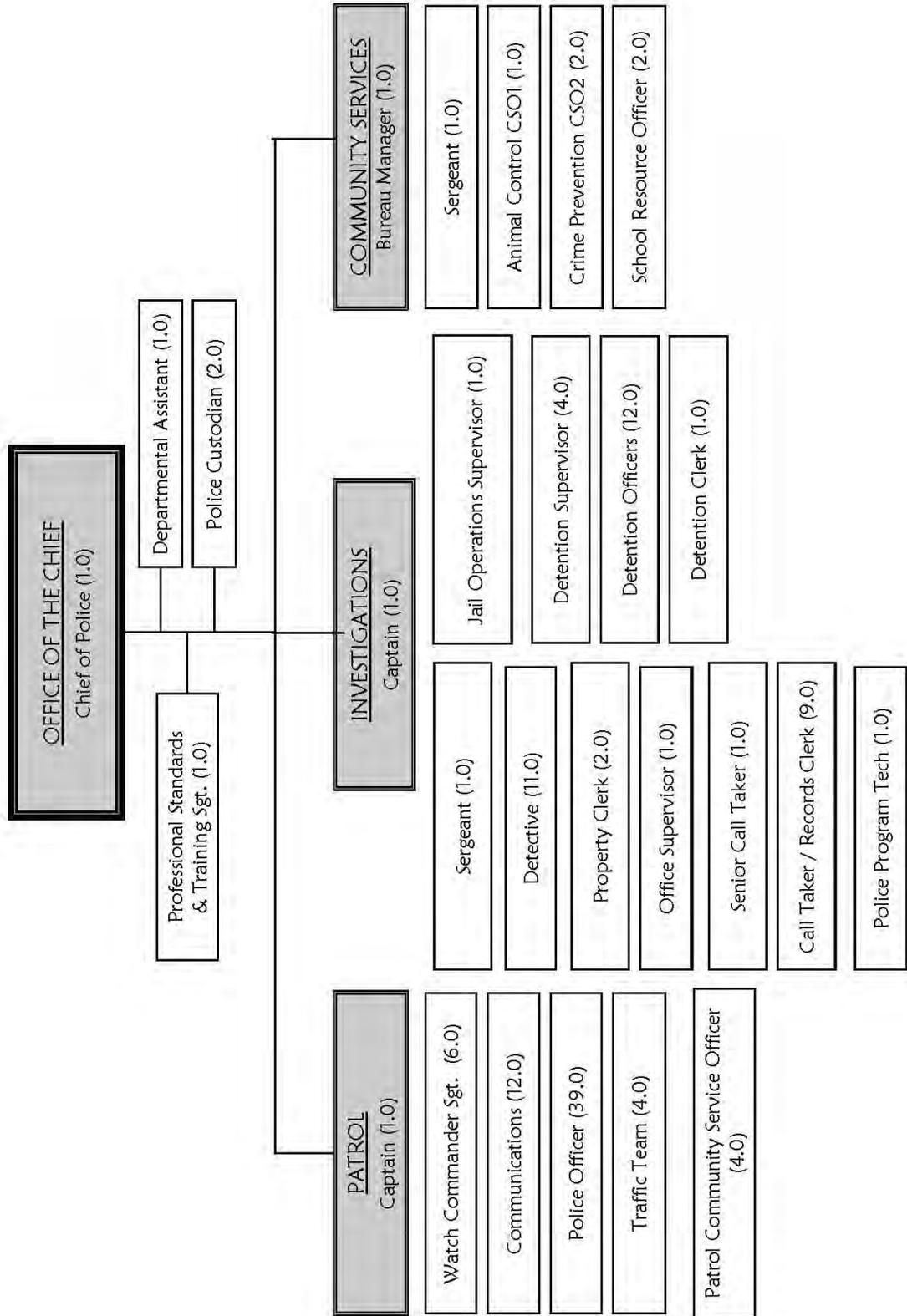
Financial Summary

	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Expenditures by Category:				
Personal Services	\$ 14,604,933	\$ 14,888,271	\$ 15,748,529	\$ 16,312,637
Materials and Services	3,107,649	3,170,998	3,519,663	3,418,076
Capital Outlay	296,431	440,630	671,931	382,000
Total	\$ 18,009,013	\$ 18,499,899	\$ 19,940,123	\$ 20,112,713
Expenditures by Fund:				
General	\$ 12,270,639	\$ 12,803,458	\$ 13,272,250	\$ 13,916,034
Jail Operations	2,462,753	2,667,337	2,804,285	2,924,126
Police Local Option Levy	2,136,984	2,329,466	2,492,793	2,520,053
Special Revenue	879,551	517,192	830,284	491,500
Vehicle and Equipment	259,087	182,446	540,511	261,000
Total	\$ 18,009,013	\$ 18,499,899	\$ 19,940,123	\$ 20,112,713
Expenditures by Sub-Program:				
Office of the Chief				
Office of the Chief	\$ 2,531,416	\$ 2,677,216	\$ 2,540,193	\$ 2,724,350
Professional Standards	273,629	306,859	294,243	283,795
State Confiscations/DEQ	15,505	18,448	25,000	10,500
Federal Confiscation	2,820	55,624	100,000	26,000
Investigations				
Investigations	2,069,572	1,888,051	2,016,766	2,091,748
Property Control	196,270	201,790	213,710	245,612
Records	828,412	798,894	988,305	1,036,919
Municipal Jail				
Jail Operations	2,454,425	2,652,518	2,785,205	2,887,906
Patrol Bureau				
Patrol	6,394,938	6,472,117	7,101,492	6,993,105
Communications	1,202,855	1,296,145	1,356,802	1,443,172
Traffic Enforcement	351,284	501,475	634,096	598,184
Patrol Community Services	346,959	368,263	398,663	404,434
Services Bureau				
Community Services	411,943	343,660	400,467	397,776
Communications	328,514	320,996	425,000	425,000
Animal Control	121,948	112,257	160,251	148,150
Crime Prevention	211,480	217,040	204,642	105,118
School Resource Program	267,044	268,546	295,288	290,944
Total	\$ 18,009,013	\$ 18,499,899	\$ 19,940,123	\$ 20,112,713

* Amended as of June 16, 2014

Police Department

Total FTE: 123.0



Police Department

FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
General	82.40	84.15	84.90	84.90
Jail Operations	18.10	18.10	18.10	18.10
Police Local Option Levy	20.00	20.00	20.00	20.00
Special Revenue	3.67	0.75	0.00	0.00
Total Full-Time Equivalents	124.17	123.00	123.00	123.00

Position Summary

Job Title/Classification:	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15
Community Services Officer 1	1.00	1.00	1.00	1.00
Community Services Officer 2	6.00	6.00	6.00	6.00
Departmental Assistant	1.00	1.00	1.00	1.00
Detention Officer	10.00	12.00	12.00	12.00
Detention Supervisor	6.00	4.00	4.00	4.00
Jail Operations Supervisor	1.00	1.00	1.00	1.00
Management Analyst	0.00	0.00	0.00	1.00
Police Call Taker/Records Clerk	9.00	9.00	10.00	10.00
Police Captain	2.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Custodian	2.00	2.00	2.00	2.00
Police Dispatcher	12.00	12.00	12.00	12.00
Police Office Supervisor	1.00	1.00	1.00	1.00
Police Officer	57.17	56.00	56.00	56.00
Police Records Clerk, Senior	1.00	1.00	0.00	0.00
Police Records Technician	1.00	1.00	1.00	0.00
Police Secretary	1.00	1.00	1.00	1.00
Property Controller	2.00	2.00	2.00	2.00
Sergeant	9.00	9.00	9.00	9.00
Service Bureau Manager	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	124.17	123.00	123.00	123.00

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Police Department

Program: Office of the Chief

Program Description:

The Office of the Chief is responsible for providing direction for the Police Department through planning, administering and coordinating department activities. It provides for management of the budget; facilities; fleet; reporting, evaluation and treatment procedures related to employee exposure to hazardous materials and injuries; policy development; recruitment; selection; training; and internal investigations.

Budget Highlights:

The Office of the Chief will pursue opportunities to enhance the training program and career development opportunities for Department employees.

Service Level Changes: None

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Financially Sound and Stable Government Services	Provide Human Resources to City Staff- Retention	# of Training Hours exclusive of Mandated Training	2000	6700	2000
	Provide Human Resources to City Staff- Retention	# of Training Hours average per Officer per year	45	84	45
	Secure Property and Personal Safety	# Injuries and exposures	50	19	50
Preserve Public Safety	Provide Human Resources to City Staff	% of Employees completing Mandatory Training	100%	96%	100%

Program Performance Indicator Cont.:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Hometown Feel, Livability and Environmental Quality	Interact with Citizens	% Citizens satisfied with Service	95%	93%	95%
	Interact with Citizens	% Citizens rating Dept. as good to excellent in protecting community	90%	85%	90%
	Interact with Citizens	% Citizens reporting they feel safe in their neighborhoods at night	75%	71%	75%
	Interact with Citizens	% Citizens reporting they feel safe in their neighborhoods in Daytime	98%	97%	98%
	Interact with Citizens	% Citizens reporting they had contact with Department during last year	40%	43%	40%

Police Department

Program: Patrol Bureau

Program Description:

Members of the Patrol Bureau quickly respond to emergency calls for service. Officers abate criminal activity by arresting offenders, issuing traffic citations, reporting criminal activity and serving arrest warrants. Officers investigate traffic accidents and give aid to injured participants. Bureau members provide focused dispatch, traffic enforcement and parking and abandoned vehicle enforcement or removal. Patrol Bureau members provide police response to special and/or critical events, providing a sense of community safety while interacting with community members through outreach programs.

Budget Highlights: The Patrol Bureau will continue to respond to emergency and non-emergency calls for police service.

Service Level Changes: None

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Public Safety	Continuously Improve Processes	60 Seconds Received to Dispatch for High Priority Calls	90%	NA	
	Continuously Improve Processes	5 Minutes Received to Dispatch for Medium Priority Calls	75%	NA	
	Continuously Improve Processes	10 Minutes Received to Dispatch on Low Priority Calls	60%	NA	
	Continuously Improve Processes	% of Abandoned Vehicles removed within 30 days	90%	97%	90%
	Secure Property and Personal Safety	Crime Rate per 10,000 residents for Property Crimes	650		
	Secure Property and Personal Safety	Crime Rate per 10,000 residents for Persons Crimes	177	171	165

Police Department

Program: Investigations and Records

Program Description:

The Investigations and Records Bureau provides follow-up investigation and case management of reported crimes; proactive investigation of narcotics and other serious crimes; securing, identifying, storing, and controlling evidentiary items (including hazardous materials); answering citizen requests for service, preparing crime/incident reports, maintaining and distributing department records, and managing the department's data information systems. This Bureau is also responsible for command level supervision of the Municipal Jail.

Budget Highlights:

The Investigations Bureau members investigate serious crimes against persons, fraud and identity theft cases. This bureau also manages property and evidence, maintains the Department's records files, and provides command level supervision of the Jail.

Service Level Changes: None.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Public Safety	Secure Property and Personal Safety	% Property Crimes Assigned for Investigation "cleared" according to UCR	50%	47%	50%
	Secure Property and Personal Safety	% Persons Crimes Assigned for Investigation "cleared" according to UCR	95%	79%	90%

Police Department

Program: Municipal Jail

Program Description:

The Springfield Municipal Jail opened in FY 10, and provides detention space for municipal level offenders in Springfield. By operating a municipal jail, the Department will reduce the number of offenders who are released from custody prior to posting bond or who fail to appear for scheduled municipal court hearings. A jail provides the mechanism for the Courts to hold offenders accountable, whether the sanction is treatment, probation or incarceration. Reducing the failure-to-appear rate is a critical element to reducing future costs for police, courts and prosecution services.

Budget Highlights: The Municipal Jail will incarcerate municipal offenders in Springfield.

Service Level Changes: None.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Financially Sound and Stable Government Services	Implement Financial Strategies	Increased Fine Recovery	\$400,000	\$400,000	\$400,000
	Implement Financial Strategies	Housing Fees Recovered	\$15,000	\$8,800	\$15,000

Police Department

Program: Services Bureau

Program Description:

Members of the Services Bureau provide support services for Patrol and Investigations Bureaus. Bureau members provide crime prevention, animal control and school liaison services. The Services Bureau is also responsible for the development and implementation of budgets and grants, monitoring fiscal activities; and the procurement of vehicles and specialized equipment.

Budget Highlights: The Services Bureau will continue to provide support services to the rest of the Department.

Service Level Changes: None.

Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY14 Target	FY14 Actual	FY15 Target
Preserve Hometown Feel, Livability and Environmental Quality	Interact with Citizens	Neighborhood Watch Membership	1500	1500	1500
	Interact with Citizens	Citizen Police Academy Graduates	30	30	30
	Interact with Citizens	# Dogs Licensed	4500	3509	4500

CAPITAL BUDGET

Introduction

The FY15 Capital Budget, which follows, is based on the City's Capital Improvement Program (CIP), A Community Reinvestment Plan, which is a five-year outlook of the City's planned physical improvements. The CIP includes cost estimates and projected financing for maintaining, improving, or adding to the City's increasing investment in fixed assets. These estimates, in turn, are derived from long term facilities master plans designed to anticipate City needs over a 20 year horizon. These fixed assets include streets, sidewalks, traffic signs and signals, street lights, sanitary sewer and drainage systems, and city-owned buildings and property. The City's actual commitment to expend public funds occurs in the annual City budget process, with the first year of the CIP acting as a guide for the capital portion of the budget. In addition, the Capital Budget includes projects proposed for the Regional Wastewater Collection and Treatment Systems. These projects are included based on the actions of the Metropolitan Wastewater Management Commission (MWMC), which owns and oversees the Regional Wastewater Facilities serving the Eugene-Springfield metropolitan area. The Springfield Capital Budget includes appropriations for these items to fulfill the City's responsibilities under the Intergovernmental Agreement between the City, the City of Eugene, and Lane County which created the MWMC, and assigns financial and capital management functions to the City of Springfield.

Each year City staff reviews cash flow projections, organizes and summarizes new projects along with unfunded projects from prior years, and develops a proposed allocation of project funding and a draft Capital Budget. This draft is reviewed by the City Manager, the Budget Committee, and the City Council before adoption of the final budget.

Major funding sources include State and local fuel taxes, loans, revenue bonds, sewer and drainage user fees, assessments, and, as appropriate, revenues from System Development Charges (SDCs) previously collected. Additionally, from time to time the city receives grants, loans and other revenues from other levels of government, and from private entities, which are targeted to specific capital improvements. The Capital Budget appropriates these revenues as well; to the extent they pass through the City's accounts. Because of limited revenues, many projects are either partially funded or simply cannot be funded during the next five years. Thus, projects that appear in the first year of the CIP may not be included in the FY15 Capital Budget.

The proposed FY15 Capital Budget of \$31.2 million is nearly \$6.8 million less than the adopted FY14 Capital Budget, which reflects the completion or significant advancement of several City of Springfield wastewater projects. The MWMC portion of the capital budget remains steady and represents approximately 43% of the capital budget total. The remaining \$17.8 million is focused on necessary improvement and rehabilitation of City of Springfield facilities, with nearly 88% directed at wastewater and stormwater facilities. This level of activity reflects the City selling \$10 million in storm drainage revenue bonds in October 2010 to fund several major capital projects related to the City's obligation to address stormwater quality, permitting and threatened fish impacts.¹ Additionally, the FY15 Capital Budget includes funding for planning and design for the remaining facilities upgrade projects identified in the 2008 Wastewater Master Plan. With the number of projects accomplished with the 2009 wastewater bond revenue, the need for future bonds has been removed from user fee rate projection modeling.

Capital preservation activities on the City's street system have been greatly curtailed over the past 5 years as current revenue streams have been insufficient to support these activities. Significant cuts have been made with no capital preservation projects occurring on the local street system except those funded through State or Federal grant programs. With the initiation in FY12 of a right of way use fee for the storm and sanitary utilities

¹ For bonding purposes, the local wastewater and stormwater utilities are combined into a single sewer utility.

a small transfer of funding for street capital projects has been made possible through 2016; however a continued shortfall in funding for transportation and street projects is projected. The minimal amount of funding set aside for Street and Transportation Capital Projects has been used to leverage federal Surface Transportation Program –Urban (STP-U) funding to most recently accomplish preservation of portions of “A” Street and Thurston Road in FY13. Upcoming, \$175,000 in FY15 funding will be used to leverage STP-U funding to preserve Gateway Street.

Other than the few federally funded street preservation projects there has been and continues to be an absence of regular street preservation activities in the capital budget resulting in a sharp decline in the condition of the local street system. In response, the City has embarked on a public outreach and education program to communicate the serious cost implications of deferring maintenance and preservation activities that had routinely been a part of both the operating and capital budgets to maintain our over \$400 million (2008 value) transportation asset. Staff is now engaged in an effort to develop and present revenue alternatives to the Council to recover from a period of deferred maintenance and preservation before end of life cycle of the assets. Once a street segment reaches the end of its useful life it can no longer be preserved and must be reconstructed or it will reach a point where routine maintenance will no longer be effective.

Other preservation or rehabilitation activities currently underfunded in the Capital Budget are for City owned buildings. Over the past year, the funding source for emergency building repairs was exhausted. This program has been discontinued in the proposed FY15 budget. For general building preservation, there is approximately \$300,000 programmed annually. Additional funding will need to be identified in future years as necessary repairs and upgrades are required. For example, the 2015-2019 Capital Improvement Program includes a project to replace the City Hall HVAC System at a projected cost of \$1.65 million. The last major update or replacement to the system was nearly 20 years ago and the current units are nearing the end of the serviceable life.

Another significant aspect is SDC reserves remain very low forcing many large system expansion projects identified in the adopted master plans to be projected further out in the CIP than originally planned. The past few years have seen revenues down due to the sluggish economy, however for the FY14 budget year we are seeing the positive trend of SDC revenue increasing and meeting or beating projections. By postponing projects SDC reserves can be built back up and permit the construction of these system and expansion projects supporting community growth and development.

Major Projects

Among the major capital projects included in the Capital Budget are the following:

- ◆ Franklin Boulevard Sanitary Sewer System Expansion – The expansion of the Franklin Boulevard Trunk Sewer extends the Glenwood wastewater system from the end of the existing trunk line in Franklin Boulevard south to the Urban Growth Boundary. The City Council has made the redevelopment of Glenwood and the reconstruction of Franklin Boulevard a priority to promote development and community growth. The City has recently applied for funding to begin construction of the Franklin Blvd. roadway improvement project, elevating the priority for the sewer extension project. Funding to begin the planning and design phase was programmed and budgeted in FY13. It is proposed that construction funding be programmed for FY15 to ensure the sewer extension project is progressing ahead of any street construction work. Funding for the project is secured through wastewater user fee collections.
- ◆ Gateway Street Overlay – The City has received approximately \$1.5 million in Surface Transportation Program funding for pavement preservation work on Gateway Street. Gateway Street is classified as an extremely busy minor arterial providing critical commercial access and serving over 22,000 vehicles a day. The current Surface Condition Index (SCI) is 38.6, which equates to a rating of poor. The receipt of this federal funding is timely and critical to preserving Gateway Street, as further deterioration of the pavement structure would most likely result in a full depth reconstruction that would be extremely costly, and have major impact to the commercial and retail community. The anticipated project includes 0.97 miles of pavement preservation as well as ADA and signal upgrades.
- ◆ Franklin Boulevard Reconstruction – The Franklin improvement concept endorsed by Council in 2008 envisions sections of improved arterial and sections of a multi-way boulevard treatment that includes access lanes and parking adjacent to the arterial. Project elements include roundabout intersections, median control, relocated EmX station platforms, space preserved for future transportation capacity, and provision of high quality bicycle and pedestrian facilities. The Draft Statewide Transportation Improvement Program (2015-2018 STIP) includes \$6 million for Franklin Phase 1 construction, matched with \$3.6 million in City funds to complete improvements from the Franklin/McVey intersection to a logical terminus to the west. Construction is anticipated in 2016.
- ◆ Over-Under Channel Pipe Replacement – The Over-Under Channel is part of the City's stormwater system serving mid-Springfield from 5th to 28th Streets and from Main Street to Highway 126. The name of the Channel comes from the configuration of the system where stormwater is collected and conveyed in both an open channel and in a large pipe located under and adjacent to the channel. A portion of the piped system, from the east side of Silke Field to the outfall of the system into the Q Street Channel at Moffitt School, is a corrugated metal arch pipe (CMP) installed in the late 1950's and early 1960's. Staff has found that this CMP has reached the end of its useful life and is showing signs of corrosion and minor failures. In FY11, the City Council approved funding to design a replacement pipe system and identify the amount of additional funds needed for construction. During the past year, investigation and hydraulic study work has been completed. Given that a majority of the system in question is located in residential backyards with limited access for operation and maintenance, staff is working with the consultant to formulate viable design alternatives based on output from the study that will be presented to the public and City Council. It is anticipated that project design will begin in late FY14.
- ◆ Mill Race Stormwater Facility – The project will construct a stormwater treatment facility on land immediately north of the former Mill Pond on land acquired from McKenzie Forest Products. Stormwater will be intercepted and treated from the industrial/commercial sub-basin south of Main Street. The project will include open vegetative treatment for problematic pollutants to improve water

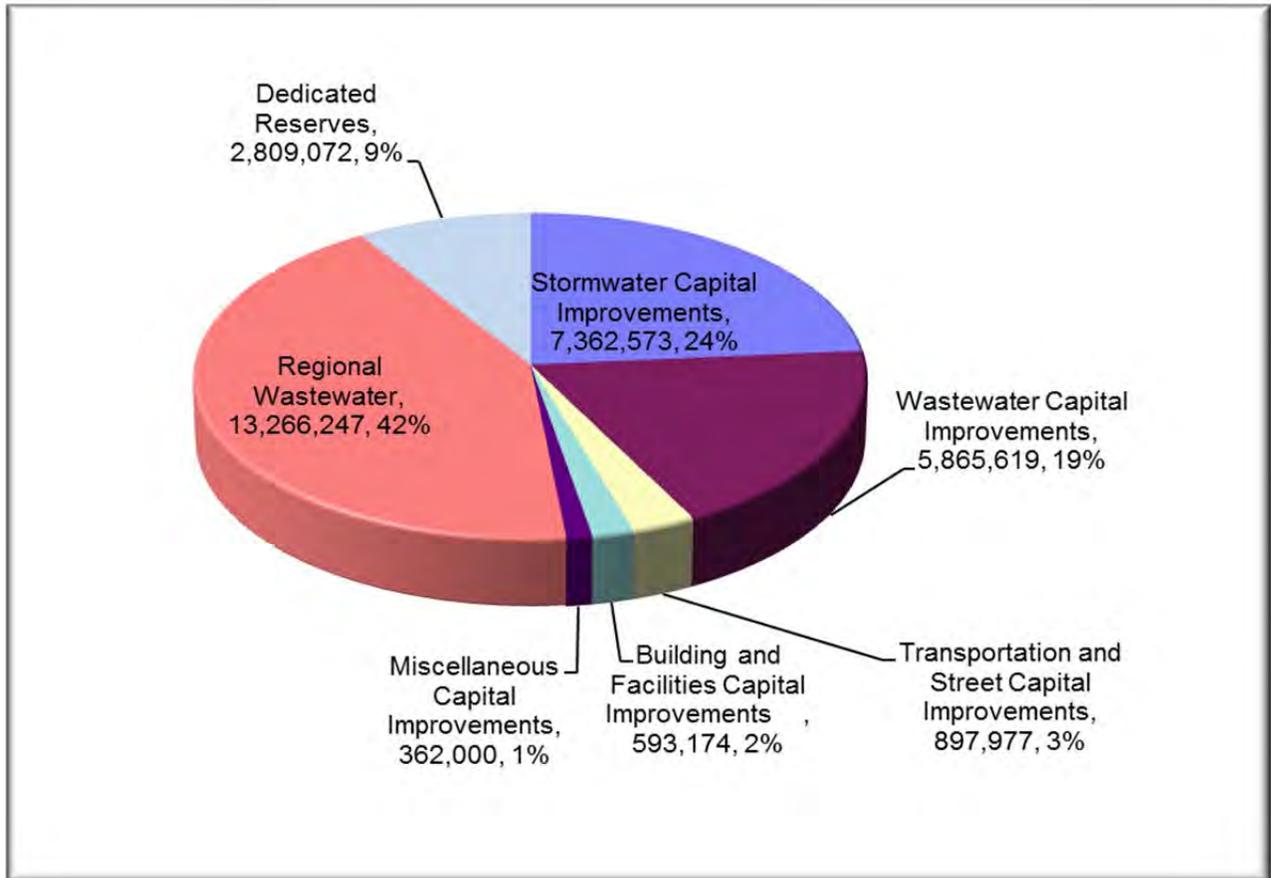
quality in the Springfield Mill Race. It will also provide detention for stormwater and enhance planned public amenities in this area. The project will require careful phasing to coincide with projected Mill Race/Mill Pond work to maximize efficiencies. A feasibility study has been completed with design of the project underway. Construction is anticipated to begin in FY15.

The CIP identifies capital projects by major systems and/or improvement categories and lists the various uses of capital funds. The following table shows the proposed Capital Budget funding by the various categories.

2014/2015 CAPITAL BUDGET

Capital Projects By Category

Stormwater Capital Improvements	\$ 7,362,573
Wastewater Capital Improvements	\$ 5,865,619
Transportation and Street Capital Improvements	\$ 897,977
Building and Facilities Capital Improvements	\$ 593,174
Miscellaneous Capital Improvements	\$ 362,000
Regional Wastewater	\$ 13,266,247
Dedicated Reserves	<u>\$ 2,809,072</u>
Total	\$ 31,156,662



Funding for the City’s Capital Budget comes from a number of the City’s accounting funds, depending upon the nature of the project. The following table shows spending in the proposed Capital Budget by fund.

Capital Projects by Fund	
<i>Type</i>	Amount
Local Wastewater Capital Fund	\$ 4,969,619
Development Projects Fund	\$ 346,174
Drainage Capital Fund	\$ 6,371,343
<i>Drainage Capital Fund Dedicated Reserve</i>	\$ 1,900,000
Regional Wastewater Capital Bond Fund	\$ 10,937,849
Regional Wastewater Capital Fund	\$ 2,328,398
Street Capital Fund	\$ 449,000
<i>Street Capital Fund Dedicated Reserve</i>	\$ 170,896
SDC Local Storm Improvement Fund	\$ 1,066,580
<i>SDC Local Storm Improvement Dedicated Reserve</i>	\$ 149,176
SDC Local Storm Reimbursement Fund	\$ 67,650
SDC Local Wastewater Improvement Fund	\$ 152,000
SDC Local Wastewater Reimbursement Fund	\$ 904,000
SDC Regional Wastewater Improvement Fund	\$ 0
SDC Regional Wastewater Reimbursement Fund	\$ 0
SDC Transportation Reimbursement Fund	\$ 0
SDC Transportation Improvement Fund	\$ 504,977
<i>SDC Transportation Improvement Dedicated Reserve</i>	\$ 589,000
Booth-Kelly Fund	\$ 250,000
Total	<u>\$ 31,156,662</u>

Three of the funds listed above have no capital expenditures budgeted for FY15. These are the SDC Regional Wastewater Reimbursement Fund, SDC Regional Wastewater Improvement Fund, and the SDC Transportation Reimbursement Fund. MWMC opted in FY10 to limit expenditures in the two Regional SDC funds to debt service payments and to continue the capital program using the Regional Wastewater Capital Bond Fund and the Regional Wastewater Capital Fund. Therefore, no expenditures are shown in the Capital Budget for the two SDC funds and they are shown here for reporting purposes only.

Also shown above in italics are the designated dedicated reserves within five of the funds: Drainage Capital Fund Dedicated Reserve, Street Capital Fund Dedicated Reserve, SDC Local Storm Improvement Dedicated Reserve, and the SDC Transportation Improvement Dedicated Reserve. These four dedicated reserves contain funds that have been set aside for specific projects but that are not expected to be needed for those projects in FY15.

Operating Impact of the Capital Budget

The City's financial management policies require that the City's operating budget reflect the effect of projects in the Capital Budget.

Many capital projects that are classified as preservation projects are intended to limit increases in operating and maintenance expenditures by preserving and extending the useful life of the City's infrastructure. Long-term financial plans prepared for the City's operating funds consider the impact of these improvements on efficiency when forecasting growth in operating expenditures for the next several years. Other capital improvement projects that involve development of new facilities or new and expanded infrastructure may result in additional operating costs or savings in future years.

For example, while new fire station construction will result in additional staffing and operations costs, repaving a street, or bringing it to full City standards typically results in a reduced need for maintenance. These costs or savings are not included in the capital budget estimates, but rather are incorporated into the operating budget

beginning in the year that the facility is anticipated to become operational. An important element of the CIP process is the consideration of any future increases in operating costs that may result from capital activity so that estimates of those costs can be incorporated in the appropriate long-term financial plans for the affected funds.

In a governmental setting, these operating impacts often occur in funds other than those in which the capital expenditure is recorded. As projects move from the CIP into the Capital Budget they are reviewed to evaluate the impact on the appropriate operating fund budget.

Analysis of the FY15 Capital Budget indicates that a large number of projects do not have a measurable operating impact. In many cases these projects are planning activities, which do not result in additional infrastructure or equipment. For example, projects that do not have any impact on the City's operational budget include expenditures to participate in a regional waterways study, to plan Franklin Boulevard improvements, and to complete base map updating. The Capital Budget includes approximately \$2 million in the category of projects that appear to have no significant operational impact.

A second category of capital projects that are not estimated to have operating impacts are those where the capital expenditure is designed to replace or upgrade existing systems. In many cases, there may be operating efficiencies or future cost avoidance that results from the improvements, but these impacts are not presently quantifiable and are believed to be marginal. Examples in this project category include preservation projects for streets, drainage and sanitary sewers where the only operating impact is potential avoidance of future costs that might occur if repairs or replacement do not occur on a timely basis. Approximately \$5.5million is budgeted for such projects. Projects such as the \$500,000 budgeted for replacing the wastewater main South 2nd Street may have little or no operational impact, but instead prevent the need to make significant capital investments that might otherwise be required to increase the handling capacity of the sanitary system.

A third category of projects not presently estimated to have an impact on the operating budget includes those where the scope of the project is not sufficiently defined to develop an estimate. An example of this category of projects where definition is inadequate to determine operational impact is the \$164,000 budgeted for City participation in private projects. These expenditures will be used to support a variety of capital improvements such as streets and sewers that are constructed by private developers. The City's participation pays for portions of those capital expenditures which are principally for the benefit of the general public, not the particular development. While there will be an operating impact to the City after these projects are completed by developers and the infrastructure is donated to the City, the maintenance impact of the City participation portion of project costs is not calculated.

In dollar terms, the cost of capital projects expected to result in increased operating expenditures, excluding MWMC projects and dedicated reserves, totals over \$5.5 million. The increased operating costs resulting from these capital improvements are estimated to be about \$50,000 annually. The majority of this cost is for projects that will result in the need to increase staffing in future years as the infrastructure asset base grows. However, it is typical that not all projects are constructed in the same year they are funded. Therefore, the project and operating values are typically less than stated above.

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
 <u>Stormwater Capital Improvements</u>			
1. <u>Drainage Repair</u>	Drainage Capital Fund	425	\$200,000
	SDC Local Storm Reimbursement Fund	441	\$0
	TOTAL		\$200,000
Description: This project involves the rehabilitation of Springfield drainage system to repair or replace older pipe in the system and solve flooding problems. This project also includes rehabilitation of catch basins and culverts to prevent flooding and reduce street surface failures due to poor drainage.			
2. <u>Metro Waterways Study</u>	Drainage Capital Fund	425	\$70,000
	SDC Local Storm Improvement Fund	440	\$250,000
	TOTAL		\$320,000
Description: Springfield is participating, along with Eugene and Lane County, in an ongoing Army Corps of Engineers General Investigation Study authorized under the Water Resources Development Act. Springfield's share (25%) of this three year, \$3,500,000 project is estimated to be \$875,000. The current project is a feasibility study necessary to identify future water quality projects within the Eugene/Springfield metropolitan watershed. CIP projects, such as Channel Improvements, Flood Plain Mapping (currently underway) and McKenzie Oxbow will qualify as in-kind match and satisfy the balance of the local obligation. The Cedar Creek Drainage Basin has been identified as the initial project in the Metro Waterways Study.			
3. <u>Channel Improvement</u>	Drainage Capital Fund	425	\$626,000
	SDC Local Storm Improvement Fund	440	\$8,500
	SDC Local Storm Reimbursement Fund	441	\$35,000
	TOTAL		\$669,500
Description: This project is intended to provide improvements to key drainage ways to address barriers to fish passage, and to correct previous channel modifications that have caused deterioration of water quality and fish habitat functions. The improvements include culvert replacements or retrofits, road crossing and outfall modifications and channel restoration.			
4. <u>Implement MS4 Permit Requirements</u>	Drainage Capital Fund	425	\$15,000
	SDC Local Storm Reimbursement Fund	441	\$15,000
	TOTAL		\$30,000
Description: Develop and implement programs and projects to comply with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer (MS4) Discharge permit.			
5. <u>Riparian Land Management/Acquisition</u>	Drainage Capital Fund	425	\$46,000
	SDC Local Storm Improvement Fund	440	\$255,650
	SDC Local Storm Reimbursement Fund	441	\$17,650
	TOTAL		\$319,300
Description: This project provides funding for consultant services to evaluate riparian buffer areas, City and other activities affecting them, and for purchase of riparian area lands from private property owners where needed to meet City regulatory objectives for stormwater management, flood control and habitat protection.			

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
6. <u>Stormwater Facilities Master Plan</u>	Drainage Capital Fund	425	\$100,000
	SDC Local Storm Improvement Fund	440	\$100,000
	TOTAL		\$200,000
Description: Provides consultant services to update the current City-wide Stormwater Facility Master Plan to address stormwater conveyance and quality management throughout the City and its urbanizable area.			
7. <u>Booth Kelly Storm Water Drainage Plan Implementation</u>	Booth Kelly Fund	425	\$299,000
		618	\$50,000
	TOTAL		\$349,000
Description: Drainage master plan implementation for the Booth Kelly site.			
8. <u>Gray Creek Flow Enhancements</u>	SDC Local Storm Improvement Fund Reserve	440R	\$149,176
	TOTAL		\$149,176
Description: Design and construct Channel improvements to relieve flooding in Gray Creek and to provide capacity for anticipated flows from future developments.			
9. <u>Millrace Study/Design</u>	Drainage Capital Fund	425	\$65,000
		425	\$138,000
	TOTAL		\$203,000
Description: Continuation of the design and construction of new flow control requirements for the Millrace, mandated by federal and state regulators.			
10. <u>Channel 6</u>	Drainage Capital Fund	425	\$328,014
	SDC Local Storm Improvement Fund	440	\$7,430
	TOTAL		\$335,444
Description: Improvements to the existing storm drainage pipes and channel, a proposed by-pass pipe, and construction of a new regional detention facility.			
11. <u>Mill Race Stormwater Facility</u>	Drainage Capital Fund	425	\$1,896,998
	SDC Local Storm Improvement Fund	440	\$400,000
	TOTAL		\$2,296,998
Description: Stormwater treatment facility as part of the Mill Race Restoration Project located on land immediately north of the present Mill Pond.			
12. <u>Jasper-Natron</u>	Drainage Capital Fund	425	\$220,000
	Dedicated Capital Fund Reserve	425R	\$500,000
	TOTAL		\$720,000
Description: The funding provided in the capital budget is for the first phase of a estimated \$4,000,000 need. The first phase is of this project provides additional studies to identify the downstream impacts and design the project and its mitigation measures.			

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
13. <u>Over/Under Channel</u>	Drainage Capital Fund	425	\$1,904,000
	TOTAL		\$1,904,000
Description: The Over-Under Channel system includes about 3,900 linear feet of corrugated metal arch pipe (CMP) under the existing channel. This project is intended to replace the existing CMP with a new pipe, as well as provide a parallel pipe for additional capacity as recommended in the 2008 Stormwater Facility Master Plan.			
14. <u>Cedar Creek (Intake Reconstruction)</u>	Dedicated Capital Fund Reserve	425R	\$500,000
	TOTAL		\$500,000
Description: This project, the first of those identified in the multi-year study (Metro Waterways Study), is the reconstruction of the intake structure and associated channel improvements to the inlet of Cedar Creek from the McKenzie River.			
15. <u>Lower Mill Race</u>	Drainage Capital Fund	425	\$175,331
	Dedicated Capital Fund Reserve	425R	\$900,000
	TOTAL		\$1,075,331
Description: Construct a daylight or diversion pretreatment structure, an offline water quality treatment facility, and a green pipe open channel improvement. Additional detail for this multi-faceted project are in WQ-12 project of the Stormwater Facilities Master Plan.			
16. <u>Channel 6 FIRM Update</u>	Drainage Capital Fund	425	\$20,000
	TOTAL		\$20,000
Description: Using consulting services, prepare a scope document for a new flood plain study to update the Flood Insurance Rate Map (FIRM) for SCS Channel 6 from 10th Street to the I-5 Channel to incorporate numerous construction changes that have occurred along SCS Channel 6 in the past 40 years.			
17. <u>Mill Race FIRM Update</u>	Drainage Capital Fund	425	\$20,000
	TOTAL		\$20,000
Description: Using consulting services, prepare a scope document for a new flood plain study to update the Flood Insurance Rate Map (FIRM) for the Springfield Mill Race from the inlet at Clearwater Park to the outlet at Island Park to incorporate construction changes.			
18. <u>42nd Street Dike Study</u>	Drainage Capital Fund	425	\$50,000
	TOTAL		\$50,000
Description: Conduct a study of the condition of the High Banks Road (42nd Street) Dike to identify any structural or non-structural deficiencies and to evaluate the potential for obtaining federal accreditation of this Dike as a flood control facility under the National Flood Insurance Program and for compliance with the National Levee Safety Program.			
19. <u>Glenwood Park Blocks</u>	Drainage Capital Fund	425	\$46,000
		440	\$4,000
	TOTAL		\$50,000
Description: It is anticipated that the Glenwood Park Blocks are to be constructed as development occurs within the Glendwood refinement area. It is intended that the park blocks will become publicly owned infrastructure and incorporate stormwater treatment and Parks and Open Space upon completion. This project is intended to work with Willamalane and a consultant to develop design and landscape standards for stormwater treatment and open space.			
Total Stormwater Improvements			\$9,411,749

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
 <u>Wastewater Capital Improvements</u>			
1. <u>S. 2nd Street Sewer Replacement</u>	Local Wastewater Capital Fund	409	\$500,000
	TOTAL		\$500,000
Description: Replace the sanitary sewer line in S. 2nd Street, upgrading a portion of the line from 8 inch to 12 inch to better accommodate the permitted industrial discharges, as well as the future Harbor Drive Pump Station. The project will also correct identified grade issues as well as inflow/infiltration concerns.			
2. <u>10th and "N" Street Upgrade</u>	Local Wastewater Capital Fund	409	\$466,000
	TOTAL		\$466,000
Description: Construct approximately 6,500 linear feet of 24 inch wastewater pipe parallel to the existing 24 inch wastewater pipe. This project will require the line to be bored under Highway 126. This project is identified in the 2008 Wastewater Master Plan as a priority project to eliminate potential sanitary sewer overflows.			
3. <u>58th Street Flow Control Facility</u>	Local Wastewater Capital Fund	409	\$262,230
	TOTAL		\$262,230
Description: Construct approximately 4,900 linear feet of 15 inch wastewater pipe as a wet weather flow control facility. This project is identified in the 2008 Wastewater Master Plan as a priority project to eliminate potential sanitary sewer overflows.			
4. <u>Wastewater Master Plan Update</u>	Local Wastewater Capital Fund	409	\$68,000
	SDC Local Wastewater Improvement Fund	443	\$67,000
	TOTAL		\$135,000
Description: Provides funding for planned 5 year review and update of the 2008 Wastewater Master Plan.			
5. <u>Jasper Road Trunk Sewer</u>	Local Wastewater Capital Fund	409	\$81,000
	Development Projects Fund	420	\$0
	TOTAL		\$81,000
Description: Design of 18,000 feet of 27 to 10 inch diameter sewer along Jasper Road from 42nd Street to Natron. This budget allocation will also fund the purchase of easements for the future construction project.			
6. <u>Sanitary Sewer Repair</u>	Local Wastewater Capital Fund	409	\$250,000
	Local Wastewater Capital Fund	441	\$0
	TOTAL		\$250,000
Description: This project involves the contracted repair or replacement of sanitary sewers to Natron. This budget allocation will also fund the purchase of easements for the future construction project.			
7. <u>Hayden Lo Pump Station</u>	Local Wastewater Capital Fund	409	\$200,000
	TOTAL	442	\$850,000
Description: The 2008 Wastewater Master Plan recommends that the existing pump station be upgraded to provide 2 pumps with a minimum of 494 gpm capacity each.			
8. <u>River Glen Pump Station</u>	Local Wastewater Capital Fund	409	\$250,000
	TOTAL		\$250,000
Description: The 2008 Wastewater Master Plan recommends that the existing pump station be upgraded to provide 2 pumps with a minimum of 664 gpm capacity each.			

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
9. <u>Franklin Boulevard Sewer Ext.</u>	Local Wastewater Capital Fund	409	\$2,786,389
	Dedicated Capital Fund Reserve	409R	\$0
	TOTAL		\$2,786,389
<p>Description: This Project expands the Glenwood wastewater system from the existing 30 inch trunk line in Franklin Boulevard south with approximately 3,900 feet of 15 inch pipe and 2,400 feet of 8 inch pipe. Wastewater trunk lines are typically cleaned annually and video inspected by maintenance every five years.</p>			
10. <u>E. 17th Avenue Sewer</u>	Local Wastewater Capital Fund	409	\$65,000
	TOTAL		\$65,000
<p>Description: Properties along the south side of E. 17th Avenue in Glenwood, between Glenwood Boulevard and Henderson Avenue, do not have public wastewater service available. The City and Lane County have entered into an Intergovernmental Agreement (IGA) in 2011 for pavement rehabilitation and jurisdiction transfer of Glenwood Boulevard. This IGA includes the option for the City to pay the County for pavement rehabilitation on this segment of E. 17th Avenue if the City has funds available. City desires to install the needed public wastewater line prior to the pavement rehabilitation in 2014.</p>			
11. <u>19th Street Sewer Upgrade</u>	Local Wastewater Capital Fund	409	\$20,000
	TOTAL		\$20,000
<p>Description: Project #3 in the 2008 Wastewater Master Plan involves replacing the existing 12-inch wastewater line in 19th Street with an 18-inch line from the North Springfield Interceptor to a maintenance access hole near the Highway 126 westbound off ramp. This upgrade will alleviate modeled surcharged flow in the system upstream of the upgrade location.</p>			
Total Wastewater Improvements			\$5,865,619
<u>Transportation and Street Capital Improvements</u>			
1. <u>Main Street Pedestrian Crossing</u>	SDC Local Storm Improvement Fund	434	\$70,000
	TOTAL		\$70,000
<p>Description: The Springfield Main Street (OR 126) corridor has been a focal point of safety concerns for many years. Because of the continued occurrence of vehicle collisions with pedestrians between 20th Street and 73rd Street, there is particular public concern for pedestrian safety. Based on the Springfield Main Street (OR 126) Safety Study, dated February 2011, up to six protected pedestrian crossings will be installed.</p>			
2. <u>Transportation Demand Project</u>	SDC Transportation Improvement Fund	447	\$71,000
	TOTAL		\$71,000
<p>Description: Participate in regional demand management program to create a transportation management area in the Gateway/PeaceHealth part of the City. The City is required to provide matching funds.</p>			
3. <u>LTD Main McVay Transit Study</u>	SDC Transportation Reimbursement Fund	434	\$10,000
	TOTAL		\$10,000
<p>Description: Overlay Thurston Road from 69th Street east to the City limits. Some locations may require more extensive base repair due to deteriorated condition.</p>			

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
4. <u>Glenwood Riverfront Path</u>	Street Capital Fund	434	\$30,000
	TOTAL		\$30,000
<p>Description: The project will complete required Federal National Environmental Policy Act (NEPA) documentation and approval for the new Glenwood Multi-Use Riverfront Path, including locating the path alignment along the Willamette River and completing pathway design. This path is the final remaining segment of the riverfront path system within the metro area connecting Eugene, Springfield, and urban Lane Caounty between the confluence of the Coast For and Middle Fork of the Willamette River to the south and the Beltline Bridge over the River to the north.</p>			
5. <u>Traffic Control Projects</u>	SDC Transportation Reimbursement Fund	446	
	SDC Transportation Improvement Fund	447	\$220,000
	TOTAL		\$220,000
<p>Description: This project is for installation of new traffic signals and modification of existing signals or installation of roundabouts at various intersections in town. Potential candidate intersections include: Thurston Rd. and 66th St., S. 42nd St. and Daisy St., S. 42nd St. and Jasper Rd., 42nd and Marcola Rd. The modification of signals may include change to permissive left turn at some existing signalized intersections.</p>			
6. <u>Gateway Area Traffic Improvements</u>	SDC Transportation Improvement Fund	447R	\$384,000
	TOTAL		\$384,000
<p>Description: Transportation improvements at various locations in the Gateway area to increase capacity, relieve congestion, and improve safety</p>			
7. <u>Beltline/Gateway Intersection</u>	SDC Transportation Improvement Fund	447	\$132,000
	TOTAL	447R	\$205,000
			\$337,000
<p>Description: Intersection improvements at Gateway/Beltline and surrounding intersections, including construction of a couplet and purchase of right-of-way. CIP project funding contributes to overall project estimate of \$30 million. Presently Phase 1 improvements are being constructed.</p>			
8. <u>Transportation System Plan</u>	SDC Transportation Improvement Fund	447	\$25,000
	TOTAL		\$25,000
<p>Description: The Transportation System Plan will identify needs and priorities within Springfield's transportation system. Once complete this plan will also provide information for updating the Transportation SDCs.</p>			
9.	TOTAL	447	\$15,027
			\$15,027
<p>Description: Complete project refinement, including National Environmental Policy Act (NEPA) documentation for future improvements to Franklin Boulevard, the Franklin/Glenwood and Franklin/McVay intersections to support Glenwood redevelopment and regional mobility for transit, bicycles/pedestrians, and autos. Contribute to the required local match for any federal funding received.</p>			

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
10. <u>Gateway Street Overlay</u>	SDC Transportation Reimbursement Fund	434	\$175,000
	TOTAL		\$175,000
Description: This project includes 0.97 miles of pavement preservation. The pavement preservation includes a 2 inch mill and 4 inch overlay. Existing ramps and driveways will be upgraded to new ADA standards. New signal controller cabinets will be installed and flash-yellow arrows add to traffic signals within the project area.			
11. <u>ITS - Gateway/Beltline</u>	Development Projects Fund	447	\$3,450
	TOTAL		\$3,450
Description: ITS projects in various locations to increase communications, capacity, safety and traveler information. Funding is set aside in this program and as projects are identified that fit into this category they are given an individual account and at that time another source of funding will be identified to match the allowable SDC funds. This funding is set aside to support the communications for the Gateway/Beltline Project.			
12. <u>Glenwood Boulevard Bridge Repairs</u>	Development Projects Fund	434	\$5,000
	TOTAL		\$5,000
Description: The City owns the Glenwood Boulevard Bridge over the Union Pacific Railroad tracks. Staff has determined that the joints between the bridge deck and the adjoining pavement are insufficient to protect the bridge deck and pavement from damage due to thermal expansion and contraction.			
13. <u>South Bank Viaduct Extension</u>	Street Capital Fund	434	\$58,000
	SDC Transportation Improvement Fund	447	\$3,500
	TOTAL		\$61,500
Description: The Glenwood Connector Path Extension (GCPE) is located along the south bank of the Willamette River between the Oldham property on the north side of Franklin Boulevard and the Glenwood Blvd. intersection. The Glenwood Connector Path Extension temporarily connects the Glenwood Connector Path to Franklin Blvd., until the planned Glenwood Riverfront Path is constructed.			
14. <u>Street Light Pole Test, Treat & Replace</u>	Development Projects Fund	434	\$25,000
	TOTAL		\$25,000
Description: Test and treat light poles at 10 year intervals and replace rotting poles and broken conduits in the City owned street light system.			
15. <u>S. 42nd Street Reserve</u>	Street Capital Fund	434R	\$170,896
	TOTAL		\$170,896
Description: Money set aside from the State deposit for jurisdictional transfer. This money is set aside for future preservation activities on S. 42nd Street.			
16. <u>ADA Transition Projects</u>	Street Capital Fund	434	\$55,000
	TOTAL		\$55,000
Description: The Americans with Disabilities Act of 1990 requires the City to maintain a "Transition Plan" that details how it will bring facilities that were not in compliance at the adoption of the act, up to the newly adopted standards. Currently, the City policy is to correct defects as projects occur and to make improvements as requests are received from Citizens who make their need known. This project will set aside funds to be used for high priority locations that are identified, and will allow the City to respond in a timely manner to those requests.			
Total Transportation and Street Improvements			\$1,657,873

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
 <u>Building and Facilities Capital Improvements</u>			
1. <u>Building Preservation</u>	Building Preservation Fund	420	\$261,174
	TOTAL		\$261,174
Description: Perform preservation, maintenance and repair projects on City-owned buildings, including City Hall, Fire Stations, Museum, Justice Center, and Maintenance Facilities. Projects can include the repair, renovation or replacement of structural, mechanical, electrical, and plumbing systems. Other projects can include painting, roofing, lighting, alarm and elevator projects as well as repair and/or upgrades to aesthetic and architectural elements.			
2. <u>Booth Kelly Roof Repair</u>	Booth Kelly Fund	618	\$100,000
	TOTAL		\$100,000
Description: Structural repair and improvements to the Booth-Kelly Center buildings.			
3. <u>Booth Kelly Building Repair</u>	Booth Kelly Fund	618	\$40,000
	TOTAL		\$40,000
Description: Repair a small building at the Booth Kelly site. This project is related to the Mill Race Restoration Project.			
4. <u>Firing Range Decommissioning</u>	Drainage Capital Fund	425	\$97,000
	TOTAL		\$97,000
Description: This project involves the clean-up of the outdoor firing range formerly used by the Police Department, including lead mining, removal of miscellaneous materials, and overall environmental assessment of the site.			
5. <u>Booth Kelly Water Isolation and Repair</u>	Booth Kelly Fund	618	\$30,000
	TOTAL		\$30,000
Description: This project will consist of a water isolation analysis to the Booth Kelly Complex grounds in order to locate a slow water leakage.			
6. <u>Booth Kelly Facilities Assessment and Plan</u>	Booth Kelly Fund	618	\$30,000
	TOTAL		\$30,000
Description: Hire a consultant to do a comprehensive assessment of the Booth Kelly facilities and produce a report with necessary repair work prioritized.			
7. <u>Fire Station 4 Remodel</u>	Development Projects Fund	420	\$35,000
	TOTAL		\$35,000
Description: Remodel Fire Station 4 to add female quarters.			
Total Building and Facilities Improvements			\$593,174

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
 <u>Miscellaneous Capital Improvements</u>			
1. <u>City Participation in Private Projects</u>			
	SDC Local Wastewater Reimbursement Fund	442	\$33,000
	SDC Transportation Improvement Fund	447	\$35,000
	SDC Local Wastewater Improvement Fund	443	\$34,000
	Drainage Capital Fund	425	\$34,000
	SDC Local Storm Improvement Fund	440	\$28,000
	TOTAL		\$164,000
Description: City cost participation in public improvements constructed in private developments under the City's Construction Permit process. To respond to known and potential private development projects, it is necessary to budget \$100,000 each fiscal year in each infrastructure program area, i.e. Transportation, Local Wastewater and Stormwater, and the programmed funds for FY11 are only those necessary to meet that need. Currently other programmed funds are not yet tied to specific projects.			
2. <u>Special Projects</u>	Development Projects Fund	420	\$50,000
	TOTAL		\$50,000
Description: Special Projects provides funding for FY11 Economic Development and related projects in which the City may wish to participate. The City Manager manages the Special Projects budget.			
3. <u>Topographic ReMapping</u>	Local Wastewater Capital Fund	409	\$21,000
	Drainage Capital Fund	425	\$21,000
	Street Capital Fund	434	\$21,000
	SDC Local Storm Improvement	440	\$13,000
	SDC Local Wastewater Improvement Fund	443	\$51,000
	SDC Local Wastewater Reimbursement	442	\$21,000
	TOTAL		\$148,000
Description: Replace out-of-date topographic maps (base maps) for the entire City that were last developed in 2000. The new maps will capture the new development and other changes that have occurred over the past decade.			
Total Miscellaneous Improvements			\$362,000

CITY OF SPRINGFIELD

2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
Regional Wastewater Program			
1. <u>Facilities Plan Engineering Services</u>	Regional Wastewater Capital Bond Fund	412	\$70,000
	TOTAL		\$70,000
Description: Engineering services for analysis, interpretation, cost estimating and assistance related to the 2004 MWMC Facilities Plan..			
2. <u>Influent PS/Willakenzie PS/Headworks</u>	Regional Wastewater Capital Bond Fund	412	\$208,051
	TOTAL		\$208,051
Description: This project provides influent pumping improvements and headworks expansion required to accommodate the 2025 peak wet weather flow of 277 mgd.			
3. <u>Poplar Harvest Management Services</u>	Regional Wastewater Capital Fund	433	\$161,700
	TOTAL		\$161,700
Description: This project provides for the initial harvest of the Biocycle Farm poplar plantation. Phase 1 trees planted within management unit 1 (MU1) will be harvested by the end of 2015 to meet the 12-year rotation limit. This project involves a trial harvest of the first one-third (52 acres) of MU1 trees in 2013 to test the contractor's harvesting approach and the Biocycle Farm poplar product market acceptance.			
4. <u>Digestion Capacity Increase</u>	Regional Wastewater Capital Bond Fund	412	\$2,800,000
	TOTAL		\$2,800,000
Description: Installation of a fourth conventional high rate digester for continued and expanded production of Class B biosolids.			
5. <u>Primary Sludge Thickening</u>	Regional Wastewater Capital Fund	433	\$36,504
	TOTAL		\$36,504
Description: Thin Primary sludge pumping and piping systems to gravity thickeners, two, 50 foot diameter gravity thickeners (covered for odor control), supernatant overflow pumping and piping, thickened sludge piping/pumping to digesters. Includes funds for landscaping in vicinity of thickeners.			
6. <u>Biosolids Force Main Rehab</u>	Regional Wastewater Capital Bond Fund	412	\$915,870
	TOTAL		\$915,870
Description: Investigate, repair, and/or replace sections of the biosolids force main (piping system)where struvite deposits reduce the pipe diameter and cannot be removed by an acid washing method.			
7. <u>Sodium Hypochlorite Conversion</u>	Regional Wastewater Capital Bond Fund	412	\$170,000
	Regional Wastewater Capital Fund	433	\$1,893,690
	TOTAL		\$2,063,690
Convert existing chlorine gas system to sodium hypochlorite for base flow. Retain the existing chlorine contact basins. Install system with capability for high rate disinfection of primary effluent diversion assuming high dosages of chlorine into a new chlorine contact basin.			
8. <u>Tertiary Filtration I</u>	Regional Wastewater Capital Bond Fund	412	\$200,000
	TOTAL		\$200,000
Description: Filtration: includes infrastructure/support facilities for 30 mgd of filters; install filter cells sufficient for only 10 mgd.			

CITY OF SPRINGFIELD

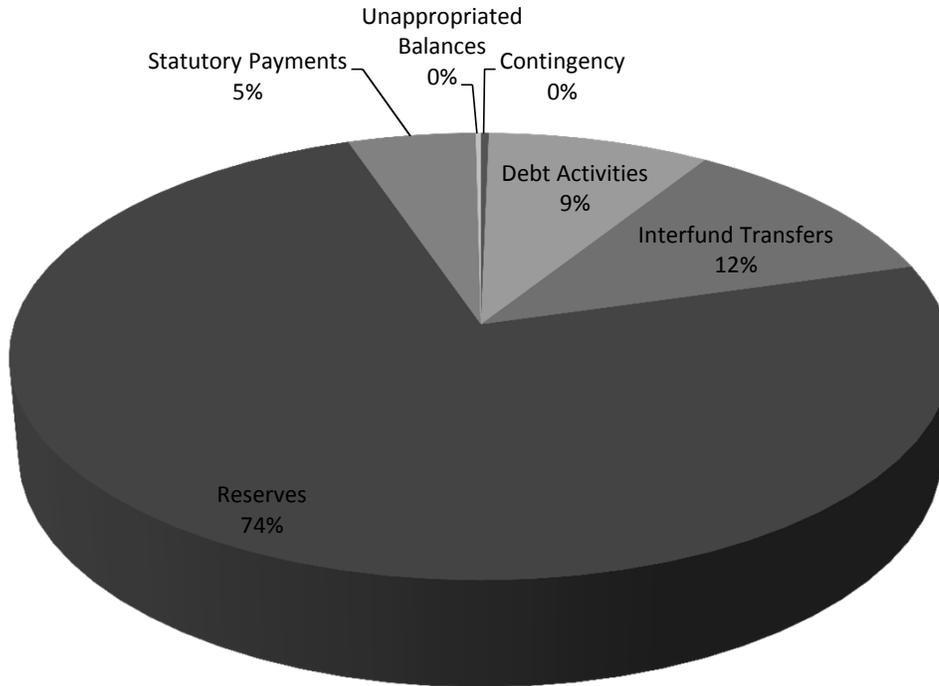
2014 - 2015 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
9. <u>Capacity Management Operation and Maintenance (CMOM)</u>	Regional Wastewater Capital Fund TOTAL	433	\$96,504 <hr/> \$96,504
Description: This project (formerly identified as the WWFMP Update project) supports and guides ongoing collection system capacity management, operations and maintenance (CMOM) programs to address Inflow and Infiltration (I/I) and sanitary sewer overflows (SSO's).			
10. <u>Thermal Load Mitigation: Pre-Implementation</u>	Regional Wastewater Capital Fund Regional Wastewater Capital Bond Fund TOTAL	433 412	\$140,000 <hr/> \$135,000 <hr/> \$275,000
Description: This project includes the phased recycled water planning effort and feasibility studies, study and planning of associated thermal load mitigation measures such as riparian shading and water quality trading credit activities, and permit negotiation and legal strategy related to the temperature TMDL and NPDES permit renewal.			
11. <u>Thermal Load Mitigation: Implementation 1</u>	Regional Wastewater Capital Bond Fund TOTAL	412	\$433,928 <hr/> \$433,928
Description: This project implements thermal load mitigation projects strategized for regulatory compliance and additional environmental and community benefits. The projects will include recycled water use expansion at MWMC and/or community partner facilities, riparian shade projects (initially being implemented on Cedar Creek and Springfield Mill Race), and potentially water quality trading credit strategies through shade credit investments and collaborative partnerships for permit compliance.			
12. <u>Tertiary Filtration - Phase 2</u>	Regional Wastewater Capital Bond Fund TOTAL	412	\$1,300,000 <hr/> \$1,300,000
Description: The phased work program will install infrastructure/support facilities for 30 mgd of filters for tertiary filtration of secondary treated effluent. Phase 2 is planned to install filter system technology sufficient for another 10 mgd of treatment that will increase the total filtration capacity to 20 mgd. The Phase 3 project will install the remaining filtration technology to meet the capacity needs identified in the 2004 MWMC Facilities Plan.			
13. <u>WPCF Lagoon Removal/Decommissioning</u>	Regional Wastewater Capital Bond Fund TOTAL	412	\$4,705,000 <hr/> \$4,705,000
Description: This project decommissions the existing biosolids lagoon at the Water Pollution Control Facility (WPCF) and adds solids handling facilities to manage biosolids during digester cleaning events.			
Total Regional Wastewater Program			<hr/> \$13,266,247
TOTAL CAPITAL BUDGET			\$28,347,590
TOTAL DEDICATED RESERVES			\$2,809,072
TOTAL			<hr/> \$31,156,662

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FY15 Adopted Non-Departmental Budget
All Non-Departmental Categories:



FY15 Non-Departmental		
Expenditure Category	Adopted	Percentage
Contingency	\$ 600,000	0%
Debt Activities	16,859,045	9%
Interfund Transfers	22,154,126	12%
Reserves	142,723,755	74%
Statutory Payments	9,705,616	5%
Unappropriated Balances	<u>386,567</u>	<u>0%</u>
Total	<u>\$ 192,429,109</u>	<u>100%</u>

NON-DEPARTMENTAL Contingency

Contingency appropriations are authorized by ORS 294.435 to provide a resource for occurrences or emergencies which cannot be foreseen at the time of budget preparation. Authorization by the City Council is required prior to the use of these funds. When authorization is granted, appropriations are transferred from the Contingency appropriation to the designated approved expenditure appropriation.

Financial Summary - by Fund	FY15 Adopted
General Fund	\$ 600,000
Total Contingency	\$ 600,000

NON-DEPARTMENTAL Debt Activities

Debt service appropriations provide for the payment of principal and interest on bonds, certificate of participation, notes, and lines of credit. The debt service budget also recognizes the repayment of interfund loans.

The City's long-term debt is used to create or renovate capital infrastructure. The City does not borrow externally on a short-term basis to support operations. The City relies on property tax-supported bonds, revenue-backed general obligation bonds, or revenue for most long-term debt. General obligation bonds must be approved by the voters. Revenue backed general obligation bonds may be used in enterprise funds where fees and charges are used to service debt. Revenue bonds may be used to finance enterprise fund capital improvements if appropriate. Certain public improvements such as sidewalks, streets, and sewers are financed by assessments.

Debt Payments	FY15 Adopted
Bond Sinking Fund	\$ 3,287,303
Booth-Kelly Fund	919,321
General Fund	226,896
Regional Wastewater Debt Service Fund	7,706,701
Regional Wastewater Fung	1,457,281
SDC Administration Fund	604,217
Storm Drainage Operations Fund	703,675
Sewer Operations Fund	1,953,651
Total Debt Payments - Principal and Interest	<u>\$ 16,859,045</u>

NON-DEPARTMENTAL Interfund Transfers and Loans

Interfund transfers are authorized by ORS 294.352 and ORS 294.361 and represent transfers of resources between funds for the repayment of costs incurred by one fund on behalf of another, or represent transfer of equity between funds.

Interfund loans are authorized by ORS 294.460 and represent loans made from one fund to another. Oregon Local Budget Law requires that loans appropriated for operating purposes be paid back in the following fiscal year, while capital loans must be repaid within five years.

Financial Summary of Transfers and Loans - All Funds

From General Fund			
To Steet Fund	\$	390,250	
To Jail Operations Fund		450,000	
Subtotal			\$ 840,250
From Street Fund			
To Street Capital Fund	\$	150,000	
Subtotal			\$ 150,000
From Transient Room Tax Fund			
To General Fund	\$	582,970	
Subtotal			\$ 582,970
From Police Local Option Levy Fund			
To Jail Operations Fund	\$	2,107,200	
Subtotal			\$ 2,107,200
From Bancroft Redemption Fund			
To Developmnet Projects Fund	\$	50,000	
Subtotal			\$ 50,000
From Development Assessment Capital Fund			
To Bancroft Redemption	\$	15,394	
Subtotal			\$ 15,394
From Development Projects Fund			
To General Fund	\$	70,140	
Loan to SEDA - Downtown		275,000	
Subtotal			\$ 345,140

Financial Summary of Transfers and Loans - Continued		
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From SDC Storm Improvement Fund To Bond Sinking Fund	\$ 25,649	
Subtotal		\$ 25,649
From SDC Sanitary Improvement Fund To Bond Sinking Fund	\$ 45,662	
Subtotal		\$ 45,662
From SDC Regional Wastewater Reimbursement Fund To Regional Wastewater Fund	\$ 17,890	
Subtotal		\$ 17,890
From SDC Regional Wastewater Improvement Fund To Regional Wastewater Debt Service Fund	\$ 1,400,000	
Subtotal		\$ 1,400,000
From SDC Transportation Reimbursement Fund To Bond Sinking Fund	\$ 10,374	
Subtotal		\$ 10,374
From SDC Transportation Improvement Fund To SDC Administration	\$ 30,000	
Subtotal		\$ 30,000
From Sanitary Sewer Operations Fund To Sanitary Sewer Capital Fund	\$ 1,500,000	
Subtotal		\$ 1,500,000
From Regional Wastewater Fund To Regional Wastewater Debt Service Fund	\$ 6,306,701	
To Regional Wastewater Capital Fund	<u>7,500,000</u>	
Subtotal		\$ 13,806,701
From Drainage Operating Fund To Drainage Capital Fund	\$ 1,000,000	
Subtotal		\$ 1,000,000
From Insurance Fund To General Fund	\$ 226,896	
Subtotal		\$ 226,896
Total Interfund Transfers and Loans**		<u><u>\$22,154,126</u></u>

**Includes operating transfers

**NON-DEPARTMENTAL
Miscellaneous Fiscal Transactions**

Miscellaneous fiscal transactions are accounts that represent specific bond or district debt expense other than debt service (such as bond sale expense or bond insurance). These expenditures are fund-specific and not department-specific, and therefore are identified as non-departmental costs.

Financial Summary of Miscellaneous Fiscal Transactions	FY15 Adopted
Regional Wastewater Revenue Bond Capital Project Fund	
Miscellaneous Fiscal Transactions	\$ -
Total Miscellaneous Fiscal Transactions	\$ -

NON-DEPARTMENTAL Reserves: Non-Dedicated and Dedicated Budgets

Reserves - Non-Dedicated Balance accounts represent the estimated resources which remain undesignated for current or future appropriation. These accounts provide for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds cannot be expended without specific authorization by the City Council.

Reserves - Dedicated Balance accounts represent the estimated resources which have been established as the result of contributions to the specific reserve for future appropriation needs. Dedicated reserves provides for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds can only be transferred for expenditure based on authorization by the City Council.

Financial Summary of Reserves - All Funds
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General Fund			
Non-Dedicated	\$	7,616,357	
Subtotal			\$ 7,616,357
Street Fund			
Non-Dedicated	\$	614,108	
Subtotal			\$ 614,108
Jail Operations Fund			
Non-Dedicated	\$	7,424	
Subtotal			\$ 7,424
Special Revenue Fund			
Dedicated			
Reserve	\$	94,604	
Police Forfeit Reserve		350,138	
Gifts & Memory Reserve		90,621	
Police Forefeits Post 1/1/02 Reserve		62,736	
Subtotal			\$ 598,099
Transient Room Tax Fund			
Dedicated			
Reserve	\$	350,649	
Tourism Promotion Reserve		209,929	
Subtotal			\$ 560,578
Community Development Fund			
Dedicated			
CDBG Reserve	\$	-	
Subtotal			\$ -

Financial Summary of Reserves - Continued
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Building Code Fund		
Dedicated		
Operating Reserve	\$ 49,337	
Subtotal		\$ 49,337
Fire Local Option Levy		
Dedicated		
Operating Reserve	\$ 255,285	
Subtotal		\$ 255,285
Police and Court Local Option Levy		
Dedicated		
Operating Reserve	\$ 1,863,760	
Subtotal		\$ 1,863,760
Bancroft Redemption Fund		
Non-Dedicated	\$ 59,944	
Subtotal		\$ 59,944
Sewer Capital Projects Fund		
Non-Dedicated	\$ 5,862,132	
Subtotal		\$ 5,862,132
Regional Wastewater Revenue Bonds Capital Projects Fund		
Dedicated		
Capital Reserve	\$ 3,512,101	
	4,000,000	
Subtotal		\$ 7,512,101
Development Assessment Capital Fund		
Dedicated		
Assessment Service Reserve	\$ 146,860	
Assessments Finance Reserve	813,533	
Subtotal		\$ 960,393
Development Projects Fund		
Non-Dedicated	\$ 2,985,787	
Dedicated		
Corporate Way Pond Rehab Reserve	35,200	
Subtotal		\$ 3,020,987
Drainage Capital Fund		
Non-Dedicated	\$ 6,448,368	
Dedicated		
Storm Bond Reserve 2011	708,050	
Lower Millrace Reserve	900,000	
Jasper-Natron Reserve	500,000	
Cedar Creek Reserve	500,000	
Subtotal		\$ 9,056,418

Financial Summary of Reserves - Continued
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Regional Wastewater Capital Fund		
Dedicated		
Capital Reserve	\$ 55,989,338	
Equipment Replacement Reserve	<u>11,260,123</u>	
Subtotal		\$ 67,249,461
Street Capital Fund		
Non-Dedicated		
	\$ 282,409	
Dedicated		
South 42nd St., Main-Jasper Road	<u>170,896</u>	
Subtotal		\$ 453,305
SDC Storm Improvement Fund		
Dedicated		
SDC Reserve	\$ 10,799	
Grey Creek Reserve	<u>149,176</u>	
Subtotal		\$ 159,975
SDC Storm Reimbursement Fund		
Dedicated		
SDC Reserve	<u>\$ 30,113</u>	
Subtotal		\$ 30,113
SDC Sanitary Reimbursement Fund		
Dedicated		
SDC Reserve	<u>\$ 476,352</u>	
Subtotal		\$ 476,352
SDC Sanitary Improvement Fund		
Dedicated		
SDC Reserve	<u>\$ 112,656</u>	
Subtotal		\$ 112,656
SDC Regional Wastewater Reimbursement Fund		
Dedicated		
SDC Reserve	<u>\$ 446,435</u>	
Subtotal		\$ 446,435
SDC Regional Wastewater Improvement Fund		
Dedicated		
Improvement SDC Reserve	<u>\$ 1,636,852</u>	
Subtotal		\$ 1,636,852
SDC Transportation Reimbursement Fund		
Dedicated		
	<u>\$ 327,406</u>	
Subtotal		\$ 327,406

Financial Summary of Reserves - Continued
--

SDC Transportation Improvement Fund		
Dedicated		
SDC Reserve	\$	351,676
Beltline Gateway Inter Reserve		205,000
Gateway Traffic Improvement Reserve		<u>384,000</u>
Subtotal	\$	940,676
Sewer Operations Fund		
Non-Dedicated		
	\$	2,191,542
Dedicated		
Local Wastewater 2009 Bond Reserve		<u>1,713,531</u>
Subtotal	\$	3,905,073
Regional Wastewater Fund		
Non-Dedicated		
	\$	8,017,045
Dedicated		
SRF Loan Reserve		642,866
MWMC 06 Bond Reserve		<u>4,100,000</u>
Subtotal	\$	12,759,911
Ambulance Fund		
Non-Dedicated		
	\$	<u>186,486</u>
Subtotal	\$	186,486
Drainage Operating Fund		
Non-Dedicated		
	\$	<u>2,508,261</u>
Subtotal	\$	2,508,261
Booth-Kelly Fund		
Non-Dedicated		
	\$	<u>286,108</u>
Subtotal	\$	286,108
Regional Fiber Consortium Fund		
Non-Dedicated		
	\$	<u>240,147</u>
Subtotal	\$	240,147
Insurance Fund		
Dedicated		
Self Funded Insurance Reserve	\$	2,859,836
Insurance Reserve		1,156,416
Benefits Reserve		119,074
Workers Compensation Reserve		<u>2,130,132</u>
Subtotal	\$	6,265,458

Financial Summary of Reserves - Continued
--

Vehicle and Equipment Fund

Dedicated

Equipment Replacement Reserve	\$	69,693	
Lease Payments		11	
Fuel Reserve		150	
MS Enterprise Charge Reserve		138,474	
Telephone Lease Reserve		155,018	
Computer Equipment Reserves:		628,027	
Vehicle and Equipment Reserves:		<u>5,605,366</u>	
Subtotal			\$ 6,596,739

SDC Administration Fund

Dedicated

	\$	<u>105,418</u>	
Subtotal			\$ 105,418

Total Reserves

142,723,755

Summary by Type of Reserve:

Non-Dedicated	\$	37,306,118	
Dedicated		<u>105,417,637</u>	
Total Reserves *			<u>142,723,755</u>

NON-DEPARTMENTAL Statutory Payments

Statutory Payments represents payments required by State law or contract, and are of two types:

Contractual Payments are insurance premiums based on the number and type of FTE in each fund, and are transferred from those funds to the Insurance Fund on a monthly basis. Premium payments are then made from the Insurance Fund when due.

Pass-Through Payments are insurance premiums or other payments that are associated with particular individuals, and are collected through the payroll process. For ease of record-keeping, withholdings are collected from each fund via the payroll process and are accumulated in the Insurance Fund; payments are then made from the Insurance Fund when due.

Financial Summary of Statutory Payments - All Funds	FY15 Adopted
Insurance Fund	
Contractual	
Property/Casualty Premium	\$ 650,000
Workers' Compensation Premium	155,000
Premium Taxes	54,000
Workers' Compensation Claims	300,000
Subtotal	\$ 1,159,000
Pass -Through	
Dental Premium	\$ -
Disability Premium	173,486
FICA Payments	2,362,067
Wells Fargo Police Retirement	1,980,000
Pre-Retirement Life Premium	13,080
Mandatory Life	2,028
PERS Pension Expenditure	3,954,718
Basic Life	61,237
Pacific Source Medical	-
Subtotal	\$ 8,546,616
Total Insurance Fund Statutory Payments	\$ <u>9,705,616</u>

NON-DEPARTMENTAL Unappropriated Balances

Unappropriated ending fund balance accounts represent the estimated resources which remain undesignated for current or future appropriation. This account provides for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds cannot be expended without specific authorization by the City Council.

Financial Summary of Unappropriated Balances - All Funds	FY15 Adopted
Bond Sinking Fund	
Unappropriated Balance	\$ <u>386,567</u>
Total Unappropriated Balance	\$ <u>386,567</u>

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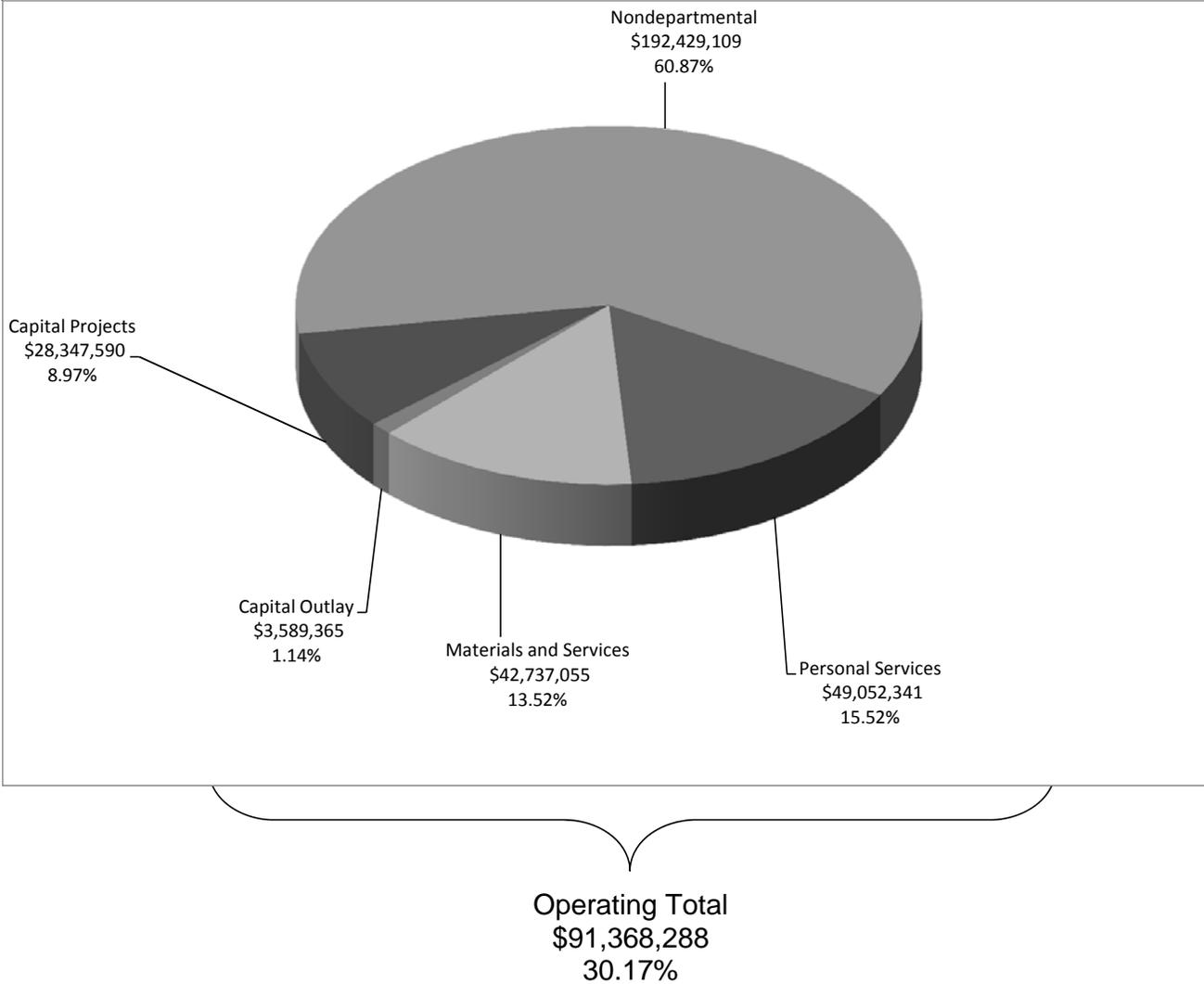


FY15 Adopted Budget - By Fund Type Resources and Requirements Summary

Fund	FTE	Resources	Department Operating	Capital Projects	Non-Departmental
General Fund					
Total General Fund	209.44	\$ 42,838,012	\$ 33,554,509	\$ -	\$ 9,283,503
Special Revenue Funds					
Street Fund	30.17	\$ 6,243,505	\$ 5,479,397	\$ -	\$ 764,108
Jail Operations Fund	18.10	2,931,550	2,924,126	-	7,424
Special Revenue Fund	-	1,196,504	598,405	-	598,099
Transient Room Tax Fund	1.95	1,499,955	356,407	-	1,143,548
Community Development Fund	2.58	881,696	881,696	-	-
Building Fund Fund	5.85	904,440	855,103	-	49,337
Fire Local Option Levy Fund	9.00	1,888,955	1,633,670	-	255,285
Police Local Option Levy Fund	22.23	6,921,943	2,950,983	-	3,970,960
Total Special Revenue Funds	89.88	\$ 22,468,548	\$ 15,679,787	\$ -	\$ 6,788,761
Debt Service Funds					
Bancroft Redemption Fund	0.13	\$ 127,338	\$ 17,394	\$ -	\$ 109,944
Bond Sinking Fund	-	3,673,870	-	-	3,673,870
Regional Wastewater Debt Service Fund	-	7,706,701	-	-	7,706,701
Total Debt Service Funds	0.13	\$ 11,507,909	\$ 17,394	\$ -	\$ 11,490,515
Capital Projects Funds					
Sewer Capital Project Fund	-	\$ 10,831,751	\$ -	\$ 4,969,619	\$ 5,862,132
Reg. Wastewater Rev. Bond Cap. Proj. Fund	-	18,449,950	-	10,937,849	7,512,101
Development Assessment Fund	0.67	1,061,576	85,789	-	975,787
Development Projects Fund	-	3,712,301	-	346,174	3,366,127
Drainage Capital Fund Fund	-	15,427,761	-	6,371,343	9,056,418
Regional Wastewater Capital Fund	-	71,251,259	1,673,400	2,328,398	67,249,461
Street Capital Fund	-	902,305	-	449,000	453,305
SDC Storm Improvement Fund	-	1,308,562	56,358	1,066,580	185,624
SDC Storm Drainage Reimb Fund	-	129,967	32,204	67,650	30,113
SDC Sanitary Reimbursement Fund	-	1,533,320	152,968	904,000	476,352
SDC Sanitary Improvement Fund	-	382,778	72,460	152,000	158,318
SDC Regional Wastewater Reimbursement Fund	-	466,325	2,000	-	464,325
SDC Regional Wastewater Improvement Fund	-	3,039,852	3,000	-	3,036,852
SDC Transportation Reimbursement Fund	-	374,011	36,231	-	337,780
SDC Transportation Improvement Fund	-	1,600,443	124,790	504,977	970,676
Total Capital Projects Funds	0.67	\$ 130,472,161	\$ 2,239,200	\$ 28,097,590	\$ 100,135,371
Enterprise Funds					
Sewer Operations Fund	20.05	\$ 10,995,354	\$ 3,636,630	\$ -	\$ 7,358,724
Regional Wastewater Fund	15.89	44,701,540	16,677,647	-	28,023,893
Ambulance Fund	33.05	5,855,768	5,669,282	-	186,486
Drainage Operating Fund	30.79	9,134,852	4,922,916	-	4,211,936
Booth-Kelly Fund	1.53	2,067,321	611,892	250,000	1,205,429
Regional Fiber Consortium Fund	-	326,247	86,100	-	240,147
Total Enterprise Funds	101.31	\$ 73,081,082	\$ 31,604,467	\$ 250,000	\$ 41,226,615
Internal Service Funds					
Insurance Fund	3.15	\$ 25,184,780	\$ 8,986,810	\$ -	\$ 16,197,970
Vehicle and Equipment Fund	-	9,913,171	2,712,215	-	7,200,956
SDC Administration Fund	3.36	689,797	584,379	-	105,418
Total Internal Service Funds	6.51	\$ 35,787,748	\$ 12,283,404	\$ -	\$ 23,504,344
Total Amount of Budget	407.94	\$ 316,155,460	\$ 95,378,761	\$ 28,347,590	\$ 192,429,109

FY15 Adopted Budget Summary—Total Requirements:

\$316,155,460



Requirements Category	FY15 Adopted	Percentage of Total
Operating:		
Personal Services	\$ 49,052,341	15.52%
Materials and Services	42,737,055	13.52%
Capital Outlay	3,589,365	1.14%
Total Operating	\$ 95,378,761	30.17%
Capital Projects	\$ 28,347,590	8.97%
Nondepartmental	192,429,109	60.87%
Total	\$ 316,155,460	100.00%

**TOTAL CITY EMPLOYEES—Full Time Equivalents (FTE)
Comparison by Fund**

Fund Number	Fund Name	Adopted FY14	Adopted FY15	Change
100	General Fund	208.49	209.44	0.95
201	Street Fund	30.07	30.17	0.10
202	Jail Operations Fund	18.10	18.10	0.00
204	Special Revenue Fund	0.20	0.00	-0.20
208	Transient Room Tax Fund	1.95	1.95	0.00
210	Community Development Fund	2.58	2.58	0.00
224	Building Fund	5.85	5.85	0.00
235	Fire Local Option Levy Fund	9.00	9.00	0.00
236	Police Local Option Levy Fund	22.23	22.23	0.00
305	Bancroft Redemption Fund	0.13	0.13	0.00
419	Development Assessment Capital Fund	0.67	0.67	0.00
611	Sewer Operations Fund	20.40	20.05	-0.35
612	Regional Wastewater Fund	15.89	15.89	0.00
615	Ambulance Fund	32.05	33.05	1.00
617	Drainage Operating Fund	30.99	30.79	-0.20
618	Booth-Kelly Fund	1.53	1.53	0.00
707	Insurance Fund	3.15	3.15	0.00
719	SDC Administration	3.41	3.36	-0.05
Total Full-Time Equivalents		406.69	407.94	1.25

**TOTAL CITY EMPLOYEES - FY12 through FY15
Full-Time Equivalents (FTE) by Department All Funds**

Total FTE by Department	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15	Change
City Manager's Office	7.00	7.00	7.00	7.50	0.50
Development & Public Works	140.75	130.55	129.75	130.00	0.25
Finance	9.80	9.50	9.50	9.50	0.00
Fire and Life Safety	103.00	101.00	100.00	100.00	0.00
Human Resources	6.00	6.00	6.00	6.00	0.00
Information Technology	10.00	10.00	10.00	10.00	0.00
Legal/Judicial Services	8.85	8.84	8.84	8.84	0.00
Library	12.40	12.60	12.60	13.10	0.50
Police	124.17	123.00	123.00	123.00	0.00
Total Full-Time Equivalents	421.96	408.49	406.69	407.94	1.25

**TOTAL CITY EMPLOYEES - FY12 through FY15
Full-Time Equivalents (FTE) by Department General Func**

Total FTE by Department	Adopted FY12	Adopted FY13	Adopted FY14	Adopted FY15	Change
City Manager's Office	6.40	6.40	6.40	6.90	0.50
Development & Public Works	23.55	20.45	19.61	20.36	0.75
Finance	7.43	7.27	7.27	7.27	0.00
Fire and Life Safety	60.95	59.95	58.95	57.95	-1.00
Human Resources	3.25	2.85	2.85	2.85	0.00
Information Technology	10.00	10.00	10.00	10.00	0.00
Legal/Judicial Services	6.62	6.61	6.61	6.61	0.00
Library	11.81	11.90	11.90	12.60	0.70
Police	82.40	84.15	84.90	84.90	0.00
Total Full-Time Equivalents	212.40	209.58	208.49	209.44	0.95

TOTAL BUDGET SUMMARY — FY12 through FY15
Resources Only

Resources, All Fund Types	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Revenues, Summary Level				
Taxes (Current and Delinquent)	\$ 28,379,525	\$ 29,215,818	\$ 30,393,216	\$ 31,959,194
Licenses, Permits and Fees	3,189,451	3,441,747	3,301,789	3,530,722
Intergovernmental	9,016,491	8,679,809	9,810,844	8,543,330
Charges for Service	55,276,692	61,732,750	64,825,557	67,745,417
Fines and Forfeitures	1,737,151	1,499,746	1,752,200	2,027,263
Use of Money and Property	2,793,940	2,587,340	2,941,326	2,402,609
Special Assessments	48,934	43,859	26,000	17,300
Miscellaneous Receipts	1,060,350	1,043,454	1,174,243	980,500
Other Financing Sources	46,438,285	43,388,402	34,873,843	34,454,549
Total Current Revenues	\$ 147,940,819	\$ 151,632,925	\$ 149,099,018	\$ 151,660,884
Beginning Cash	\$ 161,484,828	\$ 165,975,180	\$ 170,254,876	\$ 164,494,576
Total Resources, All Sources	\$ 309,425,647	\$ 317,608,104	\$ 319,353,894	\$ 316,155,460

* Amended as of June 16, 2014

GENERAL FUND REVENUE DETAIL - FY12 through FY15

Revenue - All Sources, By Revenue Type and Account	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Taxes				
Current Taxes	\$ 17,301,093	\$ 17,626,068	\$ 18,047,168	\$ 18,547,022
Delinquent Taxes	347,537	515,333	475,000	880,000
Total Taxes	<u>\$ 17,648,630</u>	<u>\$ 18,141,402</u>	<u>\$ 18,522,168</u>	<u>\$ 19,427,022</u>
Licenses and Permits				
Sanipac Franchise	\$ 262,242	\$ 479,904	\$ 396,000	\$ 417,780
AT&T/Comcast Franchise	605,160	605,616	600,000	600,000
Qwest Franchise	145,736	103,784	145,000	120,000
NW Natural Gas	422,806	356,555	400,000	380,000
Spring Franchise	121,771	33,686	32,000	33,500
ATG Right of Way	3,120	2,242	3,100	2,500
EPUD Right-of-Way Fees	11,046	12,021	8,500	13,000
Library Receipts	24,138	28,970	27,500	21,817
Library Photocopy Charges	1,108	962	1,000	1,100
Animal Licenses/Impound	30,320	32,295	31,000	62,000
Police Impound Fees	18,635	21,130	22,000	22,000
Offense Surcharge	-	24,657	-	-
Fire Code Permits	152,420	152,288	145,000	145,000
FLS Safety Systems Plan Review	11,506	21,638	12,500	15,000
FLS New Construction Sq Ft Fee	22,073	20,024	9,200	20,000
Planning Fees	90,163	201,591	216,189	298,000
DSD Postage Fees	2,465	7,421	5,000	5,000
Technology Fee	40,018	44,419	40,000	45,400
Code Requirement Fees	79,691	122,374	75,000	110,000
Total Licenses and Permits	<u>\$ 2,044,417</u>	<u>\$ 2,271,576</u>	<u>\$ 2,168,989</u>	<u>\$ 2,312,097</u>
Intergovernmental				
Team Spgfld Bicycle Patrol	\$ -	\$ -	\$ 10,000	\$ 10,000
Liquor Apportionment	761,008	796,537	750,000	800,000
Cigarette Apportionment	87,106	84,907	87,000	82,650
State Revenue Sharing	535,431	715,707	540,000	575,000
State Conflagration Funds	8,548	-	6,401	6,401
District 19 School Resource	93,470	147,700	110,000	120,000
SUB in-Lieu-of-Tax	1,800,870	1,793,794	1,800,000	1,800,000
EWEB in-Lieu-of-Tax	546,226	551,345	600,000	556,000
Electric Co-Ops in-Lieu-of-Tax	10,983	28,004	16,400	28,000
EMSO IGA	-	43,183	-	-
McKenzie Village in-Lieu-of-Tax	-	-	-	-
Willamalane Bicycle Patrol	13,627	-	13,500	13,500
Total Intergovernmental	<u>\$ 3,857,269</u>	<u>\$ 4,161,177</u>	<u>\$ 3,933,301</u>	<u>\$ 3,991,551</u>

GENERAL FUND REVENUE DETAIL - Continued

Revenue - All Sources, By Revenue Type and Account	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Charges for Service				
Internal Facility Rental	154,233	237,570	236,085	238,544
Internal Building Maintenance Chgs	281,855	302,418	288,746	287,895
Internal Vehicle Maintenance Chgs	175,567	164,769	189,787	192,946
ROW Fee Sanitary Sewer	194,752	199,352	205,920	212,098
ROW Fee Storm Drainage	162,921	168,362	171,300	178,152
Police Services U of O	24,833	14,884	20,000	15,000
Special Events Services	5,739	3,221	-	-
Police Alarm Monitoring	-	-	10,000	10,000
Rainbow Fire Protection	1,084,970	1,083,309	1,137,474	1,160,223
Glenwood Fire Protection	153,133	148,350	168,467	148,350
Willakenzie Fire Protection	332,916	326,375	342,693	349,547
Grass/Weeds Cutting Chgs	300	-	-	-
MVA First Response	3,150	11,331	15,000	11,000
Fire License Facility Inspection	4,330	5,750	7,000	5,000
Willamalane Collection Fee	17,142	15,965	15,000	15,000
Library Automation Fee	45,249	47,168	49,000	51,992
Internal Engineering Fee	1,473	-	30,000	1,500
Staff Reimbursement	201,326	139,020	226,098	226,098
Total Charges for Service	\$ 2,843,890	\$ 2,867,845	\$ 3,112,570	\$ 3,103,345
Fines and Forfeitures				
Municipal Court Revenues	\$ 1,531,896	\$ 1,365,542	\$ 1,725,000	\$ 2,000,000
Library Fines	28,691	28,229	27,000	26,263
Restitution	4,792	1,101	-	400
Unclaimed/Forfeited Property	8,126	23,551	-	-
Total Fines and Forfeitures	\$ 1,573,505	\$ 1,418,423	\$ 1,752,000	\$ 2,026,663
Use of Money and Property				
Interest Income	\$ 37,782	\$ 84,941	\$ 65,000	\$ 65,000
Variance in FMV of Investments	42,202	(27,366)	-	-
Unsegregated Tax Interest	(14,182)	(10,257)	-	-
County Assess Interest	7,284	7,087	7,500	7,500
County Assess Interest	-	-	80,000	-
Total Use of Money and Property	\$ 73,085	\$ 54,406	\$ 152,500	\$ 72,500
Miscellaneous Receipts				
Cash Over/Short	788	204	-	-
Miscellaneous Receipts	262,076	45,810	47,783	40,000
Testing	1,560	4,740	-	-
Muni. Court Interest on Delinquencies	166,173	150,946	161,040	183,000
Total Miscellaneous Receipts	\$ 430,597	\$ 201,699	\$ 208,823	\$ 223,000

GENERAL FUND REVENUE DETAIL - Continued

Revenue - All Sources, By Revenue Type and Account	FY12 Actual	FY13 Actual	FY14* Amended	FY15 Adopted
Indirect Charges				
Indirect Charges Fund 201	\$ 417,678	\$ 417,257	\$ 443,314	\$ 479,382
Indirect Charges Fund 202	242,540	247,970	267,808	283,014
Indirect Charges Fund 204	2,680	-	-	-
Indirect Charges Fund 208	-	15,070	-	-
Indirect Charges Fund 224	136,011	113,573	81,920	92,507
Indirect Charges Fund 305	1,742	1,781	1,923	2,033
Indirect Charges Fund 419	9,246	9,179	9,913	10,476
Indirect Charges Fund 611	274,834	281,398	300,917	319,405
Indirect Charges Fund 612	211,720	322,103	306,318	330,824
Indirect Charges Fund 615	400,001	399,999	474,212	501,138
Indirect Charges Fund 617	425,986	432,783	456,030	489,241
Indirect Charges Fund 618	5,025	10,275	16,218	24,194
Indirect Charges Fund 719	61,238	48,361	51,902	53,901
Total Indirect Charges	\$ 2,188,701	\$ 2,299,749	\$ 2,410,475	\$ 2,586,115
Interfund Transfers				
Transfer From Fund 204	40,000	90,242	20,000	-
Transfer From Fund 208	486,193	517,000	542,850	582,970
Transfer From Fund 224	27,050	-	-	-
Transfer From Fund 713	102,820	165,000	96,738	-
Transfer From Fund 420	83,000	87,000	91,159	71,136
Transfer From Fund 618	35,736	-	-	-
Transfer From Fund 707	713,618	346,975	230,715	226,896
Total Interfund Transfers	\$ 1,488,417	\$ 1,206,217	\$ 981,462	\$ 881,002
Beginning Cash Balance				
Beginning Cash Balance	\$ 7,551,136	\$ 7,754,752	\$ 8,268,084	\$ 8,214,717
Total Beginning Cash Balance	\$ 7,551,136	\$ 7,754,752	\$ 8,268,084	\$ 8,214,717
GRAND TOTAL	\$ 39,699,648	\$ 40,377,244	\$ 41,510,372	\$ 42,838,012

* Amended as of June 16, 2014

FY15 - ASSESSED VALUATION, LEVY & TAX REVENUE INFORMATION

	Rate Per \$1,000	Assessed Valuation	Levy	Net Tax Revenue
General Fund				
FY14 Assessed Valuation		\$ 4,043,528,204		
Estimated AV Correction from FY14		77,000,000		
Plus: 2.5% Increase from Added Value		<u>103,013,205</u>		
FY15 Assessed Valuation (estimated)		\$ 4,223,541,409		
Less: Urban Renewal Excess (estimated)		<u>(63,963,785)</u>		
Total Estimated Assessed Valuation net of Urban Renewal		<u>\$ 4,159,577,624</u>		
City of Springfield Permanent Rate Levy	\$ 4.7403			
Estimated Taxes Raised for FY14 (rate x AV/1000)			\$19,717,646	
Additional Current Taxes from FY14 Correction			<u>(365,000)</u>	
Total Current Taxes FY15			<u>20,082,646</u>	
Less Allowances for Discounts, Delinquencies*:			<u>(1,170,624)</u>	
Total Available General Fund Tax Revenue for Appropriation				<u>\$18,912,022</u>
Fire Local Option Levy Fund				
City of Springfield Five-Year Tax Rate (FY12 - FY16)	\$ 0.3600			
Estimated Taxes Raised for FY15 (rate x AV/1000)			\$ 1,520,475	
Additional Current Taxes from FY14 Correction			<u>(27,720)</u>	
Total Current Taxes FY15			1,548,195	
Less Allowances for Discounts, Delinquencies*:			<u>(89,796)</u>	
Total Available Tax Revenue for Appropriation				<u>\$ 1,458,399</u>
Police Local Option Levy Fund				
City of Springfield Five-Year Tax Rate (FY14 - FY18)	\$ 1.2800			
Estimated Taxes Raised for FY15 (rate x AV/1000)			\$ 5,406,133	
Additional Current Taxes from FY14 Correction			<u>98,560</u>	
Total Current Taxes FY15			5,504,693	
Less Allowances for Discounts, Delinquencies*:			<u>(319,273)</u>	
Total Available Tax Revenue for Appropriation				<u>\$5,185,420</u>
Bond Sinking Fund				
Levy Required for General Obligation Bonds			\$ 3,135,168	
Estimated Tax Rate (Levy/AV)	\$0.7538			
Less Allowances for Discounts, Delinquencies*:			<u>(181,840)</u>	
Total Available Bond Sinking Fund Tax Revenue for Appropriation				<u>\$2,953,328</u>
Est. Total Tax Rate and Tax Revenue Collection		<u>\$7.1341</u>		

* Current allowance for Discounts and Delinquencies: 5.8%

FY15 ASSESSED VALUATION

Levy and Tax Revenue Information

The City has historically levied a local property tax each year to fund that portion of its operating budget not supported by other revenue sources. Since the General Fund is the general operating fund of the City, all property taxes collected for general governmental operating purposes are accounted for in the City's General Fund. As with other jurisdictions throughout Oregon, the City of Springfield's property tax is a primary source of revenue for City general operations. Current property taxes provide 55% of the funding for the City's General Fund operating activities.

General Operations include the following:

- ◆ City Council and City Administration
- ◆ Legal services, Municipal Court and Judicial services
- ◆ Basic Police services
- ◆ Fire First Response, Suppression and Fire Marshal services
- ◆ Development and Land Use Planning services
- ◆ Building and Structure Maintenance services
- ◆ Finance, Information Technology, and Human Resource services

Two Local Option Levies to Provide Dedicated Funding for Fire and Police Enhanced Services

In November, 2002, City of Springfield voters passed two public safety measures – one for Fire Services and one for Police and Court Services. In 2006, the Fire Services Levy was renewed for four years (FY08-FY11) and again in 2010 for five years (FY12-FY16). The Police Services Levy was renewed for five years (FY09-FY13) with added staff for the new Justice Center and again in 2012 for five years (FY14-FY18). For the Police Levy there was a one-year separation (FY08) between the expiration of the old levy and the beginning of the new levy. The taxation information on the two levies is provided in this section of the budget document. For more detail on specific funding, see the Fire & Life Safety, Police, and Legal/Judicial Services pages in this budget document. Overall, funding from the two levies provided the following:

Local Option Levies	Amount	FTE
Fire Services operating costs	\$ 1,633,670	9.0 FTE
Fire levy dedicated reserve	<u>255,582</u>	
Fire Services Local Option Levy Funding	\$ 1,888,955	
Public Safety Services operating costs	\$ 2,950,983	20.0 FTE
Police levy dedicated reserve	1,863,760	
Transfer to Jail Operations Fund	2,107,200	
Legal and Judicial services operating costs		2.23 FTE
Police Services Local Option Levy Funding	\$ 6,921,943	
Total Funding Provided by Levies	\$ 8,807,898	31.23 FTE
Detail by Type of Costs Funded:		
Departmental Operating costs	\$ 4,584,356	31.23 FTE
Inter-fund Transfers	2,107,200	
Dedicated Reserves	<u>2,119,342</u>	
Total Funding Provided by Levies	\$ 8,807,898	31.23 FTE

Property Tax History

Effective July 1, 1997 Springfield began operating on a rate based system for its operating levies. From 1997 (FY98) through FY00 the rate essentially remained within the same values. In response to Measure 50, in FY99 the state assigned the City a new permanent rate of \$4.7403

Overall City Levy Information: Historical and Current

The following are the actual levies (all funds) by the City of Springfield over the past five years, the FY14 revised estimate, and the estimated levy for FY15.

	Fiscal Year						
	Actual FY09	Actual FY10	Actual FY11	Actual FY12	Actual FY13	Estimated FY14	Projected FY15
Tax Base/Rate Levy*	\$ 15,461,263	\$ 16,472,084	\$ 16,616,637	\$ 17,301,094	\$ 17,626,068	\$ 17,833,933	\$ 18,912,022
Fire Local Option	1,316,104	1,395,770	1,408,752	1,319,613	1,351,668	1,299,625	1,458,399
Police Local Option	<u>3,586,384</u>	<u>3,805,284</u>	<u>3,838,848</u>	<u>3,995,493</u>	<u>4,092,550</u>	<u>4,620,890</u>	<u>5,185,420</u>
Subtotal	\$ 20,363,751	\$ 21,673,138	\$ 21,864,237	\$ 22,616,200	\$ 23,070,286	\$ 23,754,448	\$ 25,555,841
Bonds	<u>3,283,022</u>	<u>3,295,915</u>	<u>3,036,915</u>	<u>3,061,863</u>	<u>3,068,311</u>	<u>3,105,422</u>	<u>2,953,328</u>
Total	\$ 23,656,773	\$ 24,969,053	\$ 24,901,152	\$ 25,678,063	\$ 26,138,597	\$ 26,859,870	\$ 28,509,169
Assessed Value**	\$3,502,295,304	\$3,726,631,985	\$3,726,631,985	\$3,883,712,564	\$3,998,513,269	\$3,998,513,269	\$4,078,483,534
Rate for Operations	\$ 6.2303	\$ 6.2303	\$ 6.2303	\$ 6.2303	\$ 6.1903	\$ 6.3803	\$ 6.3803
Bonds	<u>1.0005</u>	<u>.9465</u>	<u>.8645</u>	<u>.8372</u>	<u>.8158</u>	<u>0.8328</u>	<u>0.7538</u>
Total Rate	\$ 7.2353	\$ 7.1768	\$ 7.0948	\$ 7.0675	\$ 7.0162	\$ 7.2131	\$ 7.1341

* tax rate levy is for general operations in the General Fund

** not adjusted to remove Urban Renewal

A Fire Local Option Levy and a Police Local Option Levy were passed by the voters in November, 2002 for an effective date of July 1, 2003 (FY04). In 2006, the Fire Services Levy was renewed for four years (FY08-FY11) and again in 2010 for five years (FY12-FY16). The Police Services Levy was renewed for five years (FY09-FY13) and again in 2012 for five years (FY14-FY18). There was a one-year break (FY08) between the expiration of the old levy and the beginning of the new levy. The Fire Levy is in effect for five years only—FY12 through FY16. The Police Levy is in effect for five years only (FY14-FY18). The levy funds are separated from all other taxes by separate reporting funds: Fire Local Option Levy Fund and Police Local Option Fund.

The assessed valuation which applies to all levies is calculated as follows:

	Assessed Valuation
FY14 Assessed Valuation (AV)	\$4,043,528,204
Add Estimated 2.5% Increase in Value Plus Correction	<u>180,103,205</u>
Total City Assessed Valuation for all Levies	<u>\$4,223,541,409</u>
Less: Urban Renewal Growth	<u>\$ (63,963,785)</u>
Total City AV for Permanent Rate net of UR	<u>\$4,159,577,624</u>

The following is a detailed explanation of how the individual levy revenues were calculated and the calculation for net tax revenues recorded in the FY14 Proposed Budget.

Existing Tax Base/Rate Levy for General Operations

General Fund—100 General Operations	Rate Per Thousand	Levy	Net Tax Revenue
City of Springfield Permanent Tax Rate	\$4.7403		
Estimated Taxes Raised for FY15 (rate x AV/1000)		\$ 20,082,646	
Less Allowances for Discounts, Delinquencies: 5.80%		<u>(1,170,624)</u>	
Total Available General Fund Tax Revenue for Appropriation			<u>\$18,912,022</u>

Local Option Levies Provided by Voter Approved Measures

Fire and Life Safety Local Option Levy	Rate Per Thousand	Levy	Net Tax Revenue
City of Springfield Four Year Tax Rate (FY12 – FY016)	\$0.3600		
Estimated Taxes Raised for FY15 (rate x AV/1000)		\$1,548,195	
Less Allowances for Discounts, Delinquencies: 5.80%		<u>(89,796)</u>	
Total Available Tax Revenue for Appropriation			<u>\$ 1,458,399</u>
Police Services Local Option Levy	Rate Per Thousand	Levy	Net Tax Revenue
City of Springfield Four Year Tax Rate (FY14 – FY18)	\$1.2800		
Estimated Taxes Raised for FY15 (rate x AV/1000)		\$5,504,693	
Less Allowances for Discounts, Delinquencies: 5.80%		<u>(319,273)</u>	
Total Available Tax Revenue for Appropriation			<u>\$5,185,420</u>

Bond Sinking Fund

Bond Sinking Fund	Rate	Tax Levy
Levy Required for General Obligation Bonds		\$ 3,135,168
Estimated Tax Rate (Levy/AV)	\$0.7538	
Less Allowances for Discounts, Delinquencies: 5.80%		<u>(181,840)</u>
Total Available Bond Sinking Fund Tax Revenue for Appropriation		\$ 2,953,328

Summation of Tax Revenues FY15

General Operations	\$18,912,022
Fire Services	1,458,399
Police Services	<u>5,555,841</u>
Total Tax Revenues for Operations	\$25,555,841
Bond Sinking Fund	<u>2,953,328</u>
Total Collections	<u>\$28,509,169*</u>

* Represents current tax rate for operations and does not include prior year discounts or delinquencies collected (\$757,235) nor any other taxation revenue source (such as Fuel Taxes, Transient Room Tax or 911 taxes totaling \$6,191,700). All General Fund tax sources total \$19,427,022).

FY15 Tax Rates

The City of Springfield's revised property tax rate per thousand is \$7.2114, consisting of the following funding sources. (See above for details on the Bond Sinking Fund rate.)

Tax Levy for Operations:	
General Fund	\$4.7403
Fire Local Option Levy Fund	0.3600
Police Local Option Levy Fund	<u>1.2800</u>
Rate for Operations	\$6.3803
Bond Sinking Fund (Est.)	<u>\$0.7538</u>
Total City Rate	<u>\$7.1341</u>

TAX AND ASSESSED VALUATION HISTORY By Budgeted Fiscal Year

Fiscal Year	Tax Rate	Assessed Value
FY14	\$7.2185	\$4,043,528,204
FY13	\$7.0103	3,998,513,276
FY12	\$7.0733	3,766,484,285
FY11	7.0923	3,747,745,557
FY10	7.1742	3,726,631,985
FY09	7.2281	3,502,295,304
FY08	6.1595	3,436,084,339
FY07	6.1391	3,149,357,159
FY06	6.1071	2,976,869,105
FY05	6.1500	2,805,856,167

Note: FY14 begins July 1, 2013 and ends June 30, 2014.

City Fund Types

The City of Springfield groups funds into two broad fund categories:

- **Governmental Funds**
- **Proprietary Funds**

Funds are further categorized into six generic fund types:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds and
- Internal Service Funds

Governmental Fund Category

Governmental Funds are those through which most governmental functions of the City are financed and include the

- ***General Fund***
- ***Special Revenue Funds***
- ***Debt Service Funds*** and
- ***Capital Project Funds***

The financial measurement focus for governmental funds is on the determination of the change in spendable financial resources, rather than upon determination of net income.

- **General Fund**

The General Fund serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund.

General Fund

Accounts for the general operations of the City including Library, Police, Fire, Public Works, Municipal Court, Planning, and the General Administrative business support activities.

- **Special Revenue Funds**

Special revenue funds account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specific purposes.

Building Code Fund

Accounts for the cost of building permit and inspection services, through the dedicated revenues generated in providing these services. As a result of Senate Bill 587, revenues from building permit fees are required to be used only for the administration and enforcement of the State Building Code.

Community Development Block Grant Fund (CDBG)

Required by federal law to account for receipt and expenditure of Community Development Block Grant funds.

Fire Local Option Levy Fund

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced fire services as well as houses the expenditures made for the increased services.

Jail Operations Fund

Established in FY08, the fund accounts for revenues and expenditures associated with the operations of the Springfield Jail.

Police Local Option Levy Fund

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced police services as well as houses the expenditures made for the increased services.

Riverbend Development Fund

Established in FY03, this fund accounts for the revenues received and expenditures made on behalf of the long term project identified as the Riverbend Development Project.

Special Revenue Fund

Accounts for receipt of transient room taxes dedicated to the University of Oregon Hayward Field renovation, receipt of telephone tax dedicated to the 911 program and grant activities.

Street Fund

Required by state law for receipt and expenditure of state shared gas tax. One percent of gas tax is required to be spent on bicycle facilities.

Transient Room Tax Fund

Accounts for the receipt of transient room taxes, hotel and motel, and for expenditures that will enhance tourism.

- **Debt Service Funds**

Debt service funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Bancroft Redemption Fund

Accounts for assessment bond debt service payments; supported by property owners' principal and interest payments assessed in the past.

Bond Sinking Fund

Accounts for payments on City debt including general obligation bonds supported by property taxes.

Regional Wastewater Debt Service Fund

Established in FY08, this fund accounts for revenue bond payments supported by regional wastewater (MWMC) revenues.

- **Capital Project Funds**

Capital project funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds)

Development Assessment Fund

Accounts for the cost of local public improvements (supported by assessments to benefiting properties) to construct streets, storm sewers, sidewalks, street lighting, sewers and other public improvement projects.

Development Projects Fund

Accounts for the cost to construct streets, facilities and other public improvements; supported by system development charges, grants, contracts, and capital reserves. Projects funded by assessments are excluded from this fund and are accounted for in separate funds.

Drainage Capital Project Fund

Accounts for storm sewer (drainage) capital improvement costs supported by drainage system connection fees and by storm sewer user fees through transfers from the Drainage Operating Fund.

G. O. Bond Capital Projects Fund

Accounts for the cost of capital projects and improvements financed by general obligation (G.O.) bonds.

Police Building Bond Capital Project Fund

To account for costs to construct a new municipal building to house the Police Department, Municipal Court, City Prosecutor and a city jail. Financing will be provided by issuance of debt.

Regional Wastewater Revenue Bond Capital Projects Fund

Established in FY08, this fund accounts for regional wastewater (MWMC) capital projects funded by MWMC revenue bond receipts.

Regional Wastewater Capital Fund

Accounts for regional sewer capital improvement costs supported by sewer user fees, through transfers from the Regional Wastewater Operation Fund, and proceeds of debt issuance.

SDC Local Storm Improvement Fund

Established in July, 2005 (FY06), this fund accounts for capacity-increasing public storm drainage improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Local Wastewater Improvement Fund

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Local Wastewater Reimbursement Fund

Established in July, 2005 (FY06), this fund accounts for public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Regional Wastewater Improvement Fund

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Regional Wastewater Reimbursement Fund

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Transportation Improvement Fund

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public transportation improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Transportation Reimbursement Fund

Established in July, 2005 (FY06), this fund accounts for public transportation improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

Sewer Capital Projects Fund

Accounts for sewer capital improvement costs supported by sewer connection fees and by sewer user fees through transfers from the Sewer Operating Fund.

Street Capital Fund

Established as of July, 2002 (FY03), this fund accounts for transportation capital improvement costs. Costs are supported by transfers from the Street Operating Fund.

Proprietary Fund Category

Proprietary Funds are used to account for the City’s ongoing activities which are similar to those often found in the private sector and include

- ***Enterprise Funds*** and
- ***Internal Service Funds***

The focus of financial measurement for proprietary funds is on the determination of net income, financial position and changes in financial position.

- **Enterprise Funds**

Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. An enterprise program is managed much like a business in that it is self-supporting in nature.

Ambulance Fund (formerly Emergency Medical Service Fund)

Accounts for the cost of emergency medical services, ambulance and medic supported by user fees and subscription memberships in the FireMed Program.

Booth-Kelly Fund

Accounts for the cost of the improvements and operating expenses of the Booth-Kelly Center; program supported through grants and revenue generated by the leasing of commercial space to local industry.

Drainage Operating Fund

Accounts for operations and maintenance costs of the local public storm drainage system supported by local storm drainage fees.

Regional Fiber Consortium Fund

Accounts for the financial affairs of the Regional Fiber Consortium. The Regional Fiber Consortium is an intergovernmental entity which manages the operation costs of the Fiber Consortium; supported by membership dues and franchise fees.

Regional Wastewater Fund

Accounts for the financial affairs of the Metropolitan Wastewater Management Commission (MWMC). The MWMC is an intergovernmental entity which manages the construction, operations and maintenance costs of the regional sewer system; supported by grants and regional sewer user fees.

Sewer Operations Fund

Accounts for operations and maintenance costs of local sanitary and storm sewer systems supported by local sewer user fees.

- **Internal Service Funds**

Internal service funds account for the financing of goods and services provided by one department to another department on a cost-reimbursement basis.

Insurance Fund

An internal service fund that accounts for risk management, property/casualty insurance premium, damage claim and employee benefit costs; supported by service charges to departmental operating budgets.

Vehicle and Equipment Fund

A sinking fund for the future replacement of vehicles and major equipment; supported by charges to departmental operating budgets.

SDC Administration Fund

Established in July, 2005 (FY06), this fund accounts for activities supporting setting methodologies for, calculation, planning and accounting for System Development Charges. Financing is provided by administrative fees charged on SDCs and administrative fees charged to SDC Capital Projects funds.

DESCRIPTION OF FUNDS

A fund is a separate budgeting and accounting entity with balancing appropriations and estimated revenues. All of the City's funds are briefly described below:

Ambulance Fund (615):

Accounts for the cost of emergency medical services, ambulance and medic supported by user fees and subscription memberships in the FireMed Program.

Bancroft Redemption Fund (305):

Accounts for assessment bond debt service payments; supported by property owners' principal and interest payments assessed in the past.

Bond Sinking Fund (306):

Accounts for payments on City debt including general obligation bonds supported by property taxes.

Booth-Kelly Fund (618):

Accounts for the cost of the improvements and operating expenses of the Booth-Kelly Center; program supported through grants and revenue generated by the leasing of commercial space to local industry.

Building Code Fund (224):

Accounts for the cost of building permit and inspection services, through the dedicated revenues generated in providing these services. As a result of Senate Bill 587, revenues from building permit fees are required to be used only for the administration and enforcement of the State Building Code.

Community Development Block Grant Fund (CDBG) (210):

Required by federal law to account for receipt and expenditure of Community Development Block Grant funds.

Development Assessment Fund (419):

Accounts for the cost of local public improvements (supported by assessments to benefiting properties) to construct streets, storm sewers, sidewalks, street lighting, sewers and other public improvement projects.

Development Projects Fund (420):

The fund is used to account for costs of constructing and improving city-owned buildings and for infrastructure projects with shared funding. Financing is provided by pre-1991 system development charges, grants, contracts, intergovernmental revenues and other non-recurring revenues.

Drainage Capital Projects Fund (425):

Accounts for storm sewer (drainage) capital improvement costs supported by stormsewer connection fees and by storm sewer user fees through transfers from the Drainage Operating Fund.

Drainage Operating Fund (617):

Accounts for operations and maintenance costs of local stormsewer (drainage) systems supported by stormsewer user fees.

Fire and Life Safety Local Option Levy Fund (235):

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced fire services as well as houses the expenditures made for the increased services.

General Fund (100):

Accounts for the general operations of the City including Library, Police, Fire, Public Works, Municipal Court, Planning, Building and General Administrative business support activities.

G.O. Bond Capital Projects Fund (427):

Accounts for the cost of capital projects and improvements financed by general obligation (G.O.) bonds. A \$12.7 million general obligation bond measure was passed by the voters on November 7, 1995.

Insurance Fund (707):

An internal service fund that accounts for risk management, property/casualty insurance premium, damage claim and employee benefit costs; supported by service charges to departmental operating budgets.

Jail Operations Fund (202):

Established in FY08, this fund accounts for revenues and expenditures associated with the operations of the Springfield Jail.

Police Building Bond Capital Project Fund (428):

The fund is used to account for costs of constructing a Justice Center. Financing consists of bond proceeds.

Police Local Option Levy Fund (236):

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced police services as well as houses the expenditures made for the increased services.

Regional Fiber Consortium Fund (629):

Accounts for the financial affairs of the Regional Fiber Consortium. The Regional Fiber Consortium is an intergovernmental entity which manages the operation costs of the Fiber Consortium; supported by membership dues and franchise fees.

Regional Wastewater Fund (612):

Accounts for the financial affairs of the Metropolitan Wastewater Management Commission (MWMC). The MWMC is an intergovernmental entity which manages the construction, operations and maintenance costs of the regional sanitary sewer system; supported by grants and regional sanitary sewer user fees.

Regional Wastewater Capital Fund (433):

Accounts for regional sanitary sewer capital improvement costs supported by sewer user fees, other user fees, reimbursement system development charges (SDCs) and County Service District contributions through transfers from the Regional Wastewater Operation Fund.

Regional Wastewater Debt Service Fund (312):

Established in FY08, the fund accounts for revenue bond payments supported by regional wastewater (MWMC) revenues.

Regional Wastewater Revenue Bond Capital Projects Fund (412):

Established in FY08, this fund accounts for regional wastewater (MWMC) capital projects funded by MWMC revenue bond receipts.

SDC Administration Fund (719):

An internal service fund that accounts for activities supporting setting methodologies for, calculating, planning, and accounting for System Development Charges. Financing is provided by administrative fees charged on SDCs and administrative fees charged to SDC Capital Projects funds.

SDC Local Storm Improvement Fund (440):

Established in July, 2005 (FY06), this fund accounts for capacity-increasing public storm drainage improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Storm Drainage Reimbursement Fund (441):

Established in July, 2009 (FY10), this fund accounts for public storm drainage improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Local Wastewater Reimbursement Fund (442):

Established in July, 2005 (FY06), this fund accounts for public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Local Wastewater Improvement Fund (443):

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Regional Wastewater Reimbursement Fund (444):

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Regional Wastewater Improvement Fund (445):

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Transportation Reimbursement Fund (446):

Established in July, 2005 (FY06), this fund accounts for public transportation improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

SDC Transportation Improvement Fund (447):

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public transportation improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

Sewer Capital Projects Fund (409):

Accounts for sanitary sewer capital improvement costs supported by sanitary sewer connection fees and by sanitary sewer user fees through transfers from the Sewer Operations Fund.

Sewer Operations Fund (611):

Accounts for operations and maintenance costs of local sanitary sewer systems supported by local sewer user fees.

Special Revenue Fund (204):

Accounts for receipt of transient room taxes dedicated to the University of Oregon Hayward Field renovation, receipt of telephone tax dedicated to the 911 program and Development Services Department's grants.

Street Fund (201):

Required by state law for receipt and expenditure of state shared gas tax. One percent of gas tax is required to be spent on bicycle facilities.

Street Capital Fund (434):

Accounts for transportation capital improvement costs. Costs are supported by transfers from the Street Operating Fund.

Transient Room Tax Fund (208):

Accounts for the receipt of transient room taxes, hotel and motel, and for expenditures that will enhance tourism.

Vehicle and Equipment Fund (713):

A sinking fund for the future replacement of vehicles and major equipment; supported by charges to departmental operating budgets.

DESCRIPTIONS OF BUDGET TERMS

Ad Valorem Tax

- A tax based on the assessed value of a property.

Adopted Budget

- Financial plan which forms the basis and limits for appropriations and is adopted by the City Council.

Appropriation

- Legal authorization granted by the City Council for spending a specific amount of money for a specific purpose during a specific period of time.

Assessed Valuation (AV)

- The value set on taxable property as a basis for levying property taxes.

Assessment

- Any fee, charge or assessment that does not exceed the actual cost incurred by a unit of government for design, construction, and financing of local improvements such as street paving, sidewalks, and sewers.

Assets

- Resources having a monetary value and that are owned or held by an entity.

Beginning Cash Balance

- Includes unexpended resources from the previous years. A portion of these resources will appear in the Reserve balances of City funds. Reserves are dedicated and non-dedicated. The non-dedicated reserves portion is the amount available to fund City operations. For the General Fund and in some of the Special Revenue funds, reserves must fund operations until the first receipt of taxes, which may be as late as six months into the fiscal year.

Bond or Bond Issue

- A certificate of debt guaranteeing payment of the original investment plus interest on specific dates.

Budget Committee

- Fiscal planning board of the City consisting of City Council members plus an equal number of lay members appointed by the Council.

Budget Document

- A written report showing a government's comprehensive financial plan for a specified period, usually one year, which includes both the capital and operating budgets.

Budget Message

- Written explanation of the budget and the City's financial priorities for the next fiscal year; prepared by the City Manager

Budget Officer

- Person appointed by the City Council to assemble the budget; for the City of Springfield the City Manager serves in this role.

Budget Review Team

- Team consisting of the City Manager, Assistant City Manager, Finance Director and the Budget Manager.

Capital Budget

- The City's budget for projects, major repairs, and improvements or additions to the City's fixed assets (streets, sidewalks, traffic signals, sewers, drainage and buildings.)

Capital Improvement

- A term defined in ORS 310.410(10) to include land, structures, facilities, machinery, equipment, or furnishings having a useful life longer than one year.

Capital Improvement Program (CIP)

- A major budgeting and planning tool through which needed capital projects are identified, evaluated, priced and discussed with the general public and the Budget Committee.

Capital Outlay

- City policy requires the use of capital outlay for capital items with a cost of \$5,000 or more. It also allows, but does not require, the use of capital outlay for capital items which cost less than \$5,000.

Capital Projects

- Major repairs, improvements or additions to the City's fixed assets, including rental property. (Streets, sidewalks, traffic signals, sewers, drainage and buildings, etc.)

Cash Basis

- A basis of accounting under which transactions are recognized only when cash changes hands.

Cash Carryover

- Cash that is remaining after subtracting prior year's actual expenditures from prior year's total resources. Cash carryover is classified as revenue. Referred to as Beginning Cash Balance.

Charges for Service

- Includes a wide variety of fees charged for services provided to the public and other agencies.

Comprehensive Annual Financial Report (CAFR)

- The annual audited results of the City's financial position and activity.

Contingency

- A special appropriation set aside for unforeseen and unplanned expenses. Contingencies may not be spent without approval by resolution of the City Council.

Debt Service

- The payment of general long-term debt, consisting of principal and interest.

Electors

- A qualified voter who has the right to vote for the adoption of any measure.

Encumbrance

- A contractual commitment for which the payment is contingent upon the future delivery of specified goods or services.

Encumbrance Cash Balance

- A cash carryover which is used as a resource to provide funds for prior year items which are re-budgeted in the new fiscal year.

Ending Working Capital

- Funds which allow the City to meet current cash flow requirements, shortfalls in revenue, or unexpected demands until tax revenue are available.

Enterprise Funds

- Funds that are usually self-supporting and are operated and financed in a manner that is similar to private business enterprises. Enterprise funds are usually financed through some type of user charges.

Executive Team

- The team consisting of the department executive directors, the Assistant City Manager and the City Manager.

Fines and Forfeitures Revenue

- Includes fines charged for traffic citations, library fines and fines for City Code violations.

Fiscal Year

- Twelve month period from July 1 to June 30 of the following year.

Fixed Assets

- Assets with a long-term character such as land, buildings, streets and major equipment.

Full time Equivalent (FTE)

- A full-time position is one that is 40 hours per week for the entire fiscal year and is designated as 1.0 FTE.

Fund

- A budgetary and accounting entity with balancing revenues and appropriations.

Fund Balance

- The difference between a fund's *resources* and its *requirements*. In budget years, the resources must equal requirements. In actual years, the difference between resources and requirements is the fund balance's Ending Working Capital.

Generally Accepted Accounting Procedures (GAAP)

- Standards established by the American Institute of Certified Public Accountants for the conduct and reporting of financial audits.

General Government Tax Rate

- A category of tax rate defined by State of Oregon Ballot Measure 5. It includes revenues raised to fund general government operations, such as cities, counties and special districts. The total rate of tax for all entities on this category is limited to \$10 per \$1,000 of real market value.

General Obligation Bonds

- Form of debt that is backed by the taxing power of the City of Springfield. General obligation bonds are issued to provide the capital needed to build structures and improvements that will be used by the entire community.

Governing Body

- City Council, board of trustees, board of directors, or other governing board of a local government.

HOME

- A grant supported program with the purpose of developing viable urban communities by providing decent, safe and affordable housing for persons of low income.

Impact Fees

- Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks or sidewalks). See also System Development Charges.

Infrastructure

- Public domain fixed assets such as roads, bridges, streets and sidewalks and similar assets that are immovable and of value only to the government unit.

Indirect Charges

- Administrative costs that are incurred in the General Fund to support the operations of other funds. These charges are shown as a reimbursement revenue to the General Fund and an expense in all other funds.

Interfund Transfers

- Appropriation category used in the City's budget resolution which includes amounts distributed from one fund to pay for services provided by another fund. Transfers from the other funds appear as non departmental expenditures called "Interfund Transfers".

Intergovernmental Revenue

- Includes grants from federal, state and local governments as well as state cigarette and liquor taxes.

Issue Papers

- Summary of departments requests for funding of services that are in addition to those services that have historically been funded through the base budget.

Levy

- Gross amount of property taxes imposed on taxable property. The net amount received by a government will be less than the gross levy as a result of delinquent or uncollectable payments or early payment discounts. Budgets are developed on the basis of the projected amount of property taxes receivable.

Licenses and Permits Revenue

- Includes revenues collected per City ordinance and state law including the collection of fees and franchises.

Line Item Budget

- The traditional form of budget, where proposed appropriations are based on individual objects of expense within a department or division.

Long Range Financial Projections

- A multi-year financial projection of revenues and expenditures for the General Fund that is an integral part of the City of Springfield's strategic planning and budget process. These projections enable the Council, Budget Committee and the City staff to evaluate the impact of service level changes, as well as to anticipate the effects of revenue and expenditure trends.

Limited Tax General Obligation Bond

- A bond that is secured by the pledge of a government's taxing authority that is limited as to the rate or amount.

Local Budget Law

- Oregon Revised Statutes (ORS) dictates local budgeting practices. ORS Chapter 294 contains Local Budget Law provisions.

Local Option Levy

- Under Measure 50, local governments and special districts were given the ability to ask voters for temporary authority to increase taxes through approval of a local option levy. The maximum length of time for a local option levy is 10 years, depending on the purpose of the levy. A local option levy must be approved by a majority of voters at a general election occurring in an even-numbered year, or at any election with at least a 50 % voter turnout.

Materials and Services

- An object classification which includes contractual and other services, consumable materials and supplies, and other operating costs.

Measure 5

- On November 6, 1990, voters of Oregon passed Measure 5, a property tax limitation. Under M5, the combined property tax rate was split into a portion for schools and one for general governments (cities, counties, special districts). The combined rate limit for schools is \$5 per \$1,000 of real market value and the rate for general governments is \$10 per \$1,000 of real market value. These rates are not comparable to the tax rates under Measure 50 because those tax rates are applied to a lower assessed value. See *Assessed Valuation*.

Measure 50

- On May 20, 1997, the voters of Oregon passed Measure 50, which fundamentally changed the Oregon property tax system. Under M50, each jurisdiction was assigned a permanent tax rate limit. In addition the assessed value of each property was reduced in Fiscal Year 1998 and future increases in assessed value were capped. See Assessed Valuation and Permanent Tax Rate.

Millage

- An increment of taxation measured in units of one-tenth of one cent or 0.001 of one dollar. Millage is the rate used in calculating taxes based upon the value of property, expressed in mills per dollar of assessed value.

Miscellaneous Receipts

- Includes the total revenue from assessments.

Miscellaneous Revenue

- Includes a variety of miscellaneous revenues received by the City, the most significant being Special Assessments. In the budget document, miscellaneous revenues are more detailed in the "Combined Statement of Revenues, Expenditures and Changes in Fund Balance Statement". (See Financial Summaries and Statistics section of this document.)

Modified Accrual

- Basis of accounting in which expenditures, other than accrued interest on general long-term debt, are recorded at the time liabilities are incurred and revenues are recorded when received, except for material and/or available revenues that should be accrued to reflect taxes levied or revenue earned.

Non-Department Budget

- The part of the budget summarizing expenditures or reductions to reserve accounts that are not associated with, nor under the authority of, a department budget, including interfund transfers, reserves, contingency, unappropriated fund balance, debt service payments, miscellaneous fiscal transactions, and statutory payments. See Non Department Expenditure.

Non-Department Expenditure

- Non department identified expenditures of a fund that are not associated with, nor under the authority of, a department budget, including debt service, interfund transfers, contingency, reserves, balance available and unappropriated fund balance.

Non-Operating Budget

- Part of the budget composed of the Insurance Fund and fiscal transactions (interfund transfers, reserves, contingency, unappropriated fund balance, insurance premiums and debt service payments.)

Objective

- The course of action to obtain a stated goal.

Operating Budget

- The day to day departmental and program operating costs of the City. Includes expenditures for personal services, materials and services and capital outlay only.

Overlapping Tax Rate

- The tax rate paid to several governments, such as a city, county and school district.

Permanent Tax Rate

- Under Measure 50, each school district, local government and special district was assigned a permanent tax rate limit in FY98. This permanent tax rate applies to property taxes for operations. The City of Springfield's permanent tax rate is \$4.7403 per \$1,000 of assessed value.

Personal Services

- Object classification for costs of employees, including salary, overtime, taxes and benefits.

Property Tax

- A tax assessed equally against the assessed value of all taxable property within a government's boundaries. The first receipt of property taxes usually occurs in November or December of each year.

Proposed Budget

- A financial and operating program prepared by the City Manager and submitted to the public and the Budget Committee for review.

Real Market Value

- The real market value of a property was defined under Measure 50 to be the amount of cash that could reasonably be expected to be paid by an informed buyer to an informed seller, each acting without compulsion in an arm's length transaction occurring as of the assessment date for the tax year.

Reserves

- An accumulation of funds for a specific future purpose. Reserves may only be spent by resolution of the City Council.

Resolution

- A special or temporary order of a legislative body requiring City Council action.

Revenue

- Funds received by the City from either tax or non-tax sources.

Special Assessment

- Charges imposed against property in a particular locality because that property receives a special benefit by virtue of some public improvement, separate and apart from the general benefit accruing to the public at large. Special assessments must be apportioned according to the value of the benefit received, rather than the cost of improvement and may not exceed the value of such benefit.

Special Assessment Bond

- A bond issue payable from the payments on special assessments imposed against properties that have been specially benefited by the construction of public improvements, such as sidewalks or sewer systems.

Supplemental Budget

- Appropriations established to meet needs not anticipated at the time the budget was originally adopted. A supplemental budget may not increase the tax levy.

System Development Charge (SDC)

- Designed to finance the construction, extension, or enlargement of a park, street, storm sewer or sewerage or disposal system. SDC's are imposed by a governmental unit as a condition to issuance of any occupancy permit or imposed by a governmental unit at such other time as, by ordinance, it may determine.

Tax

- Compulsory charges levied by a government for the purpose of raising revenue. Taxes are used to pay for services or improvements provided for the general public benefit.

Tax Levy

- The total amount of property taxes needed to pay for General Fund operations and for principal and interest on bonds.

Tax Rate

- The amount of tax stated in terms of a unit of the tax base, for example \$6.00 per \$1,000 of assessed value of taxable property.

Tax Revenue

- Includes property taxes, local fuel taxes, 911 taxes, and hotel and motel room taxes.

Tax Roll

- The official list showing the amount of taxes levied against each property. The Lane County Department of Assessment and Taxation compiles and maintains the tax roll for the City of Springfield.

Unappropriated Balance

- An amount set aside as cash working capital for the next year's budget. Funds designated as unappropriated may not be spent within the current year.

Use of Money and Property Revenue

- Includes a variety of revenues including interest on the City's investments and assessments.

User Fees

- Charges or fees established to recover part or all of the costs incurred in the provision of services by a government; based on the philosophy that the recipient of the benefit should pay for the services. Also called charges for service.

BUDGET ACRONYMS AND ABBREVIATIONS

ACWA	Association of Clean Water Agencies
ADA	Americans with Disabilities Act
ADMIN	Administration
AIRS	Area Information Records System
A/R	Accounts Receivable
AV	Assessed Value
BAN	Bond Anticipation Note
BLM	Bureau of Land Management
BPA	Bonneville Power Administration
CAFR	Comprehensive Annual Financial Report
CDAC	Community Development Advisory Committee
CDBG	Community Development Block Grant
CDC	Community Development Corporation
CIP	Capital Improvement Program
CMO	City Manager's Office
CPI	Consumer Price Index
DARE	Drug Abuse Resistance Education
DLCD	Department of Land Conservation and Development
DP	Data Processing
DPW	Development & Public Works Department
DUII	Driving Under the Influence of Intoxicants
ED	Economic Development
EEO	Equal Employment Opportunity

EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EPA	Environmental Protection Agency
EWEB	Eugene Water and Electric Board
FIREMED	Ambulance Membership Program
FLS	Fire and Life Safety
FMLA	Family and Medical Leave Act
FRS	Federal Revenue Sharing
FTE	Full-Time Equivalent Employee
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principals
GFOA	Government Finance Officers Association
GRAC	Glenwood Redevelopment Advisory Committee
HAZ-MAT	Hazardous Materials
HOME	Home Investment Partnership Program
HR	Human Resources Department
HUD	Housing and Urban Development
ICMA	International City Managers Association
I/I	Inflow and Infiltration
IT	Information Technology Department
JR / YA	Junior / Young Adult
LAN	Local Area Network
LCC	Lane Community College
LCDC	Land Conservation and Development Commission

LCJ	Lane County Jail
LCOG	Lane Council of Governments
LOC	League of Oregon Cities
LRAPA M5	Lane Regional Air Pollution Authority Measure 5 – Tax Limitation Measure
M50	Measure 50 – Tax Limitation Measure
MGMT	Management
M&S	Materials and Services
MWMC	Metropolitan Wastewater Management Commission
NLC	National League of Cities
OCLC	On-line Computer Library Center
ODOT	Oregon Department of Transportation
O&M	Operations and Maintenance
ORS	Oregon Revised Statutes
OSPWF	Oregon Special Public Works Fund
OTIA	Oregon Transportation Improvement Act
PS	Personal Services
P / T	Part-time position
SCUSA	Springfield Comprehensive Urbanization Study and Annexation
SDC	System Development Charges
SEDA	Springfield Economic Development Agency
SHOP	Springfield Home Ownership Program
SHPO	State Historic Preservation Office
SOPP	Standard Operating Procedure Policy

SRF	State Revolving Fund
SUB	Springfield Utility Board
TCV	True Cash Value
TDD	Telecommunications Device for the Deaf
UB or UEFB	Unappropriated Balance / Unappropriated Ending Fund Balance

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Resolution No. 2014-19

A RESOLUTION ADOPTING THE FISCAL YEAR 2014/15 SPRINGFIELD CITY BUDGET, MAKING APPROPRIATIONS, AND LEVYING A PROPERTY TAX.

WHEREAS, starting on April 29, 2014, and ending on May 13, 2014, the Budget Committee met and reviewed the proposed 2014/15 City budget; and

WHEREAS, on May 13, 2014, the Budget Committee recommended approval of the 2014/15 City budget for Council adoption; and

WHEREAS, on June 16, 2014, the City Council held a public hearing on the approved budget.

WHEREAS, the City Council of the City of Springfield finds that Adopting the Budget and Making Appropriations is necessary under ORS 294.305 to 294.565.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD, A Municipal Corporation of the State of Oregon, as follows:

Section 1. The City budget for the City of Springfield for the fiscal year beginning July 1, 2014, and ending June 30, 2015, as approved by the City of Springfield Budget Committee in the total amount of \$316,155,460 is hereby adopted.

Section 2. The adopted appropriations, for the fiscal year beginning July 1, 2014, and ending June 30, 2015, as set forth in Exhibit "A" is hereby adopted.

City of Springfield Fiscal Year 2014/15 Appropriations (All Funds)	
Personal Services	\$ 49,052,341
Materials and Services	42,737,055
Capital Outlay	3,589,365
Capital Projects	28,347,590
Contingency	600,000
Unappropriated Ending Fund Balance	386,567
Reserves	142,723,755
Interfund Transfers	22,154,126
Debt Service	16,859,045
Special Payments/Statutory Payments	9,705,616
TOTAL APPROPRIATIONS – ALL FUNDS	\$ 316,155,460

Section 3. BE IT RESOLVED that the City Council of the City of Springfield hereby imposes the taxes provided for in the adopted budget at the permanent tax rate of \$4.7403 per thousand of assessed value for operations , a rate of \$0.36 for the voter approved four year Local Option operating levy for fire operations, a rate of \$1.28 for the voter approved four year Local Option operating levy for police, court and jail operations; and in the amount of \$3,135,168 for bonds; and that these taxes are hereby imposed and categorized for tax year 2014/15 upon the assessed value of all taxable property within the district.

Funds	Subject to the General Government Limitation	Excluded from the Limitation
General Fund	\$ 4.7403/\$1,000	
Fire Local Option Levy	\$ 0.3600/\$1,000	
Police Local Option Levy	\$ 1.2800/\$1,000	
Bond Sinking Fund		\$ 3,135,168

Section 4. The City Manager of the City of Springfield is authorized and directed to certify the levy, as authorized by law, with Lane County, Oregon Assessor and the Lane County, Oregon Clerk, and will file a copy of the adopted budget with the Department of Revenue, State of Oregon.

Section 5. That the list of fund titles and numbers set forth in attached Exhibit "B " is hereby Adopted, and any fund numbers and fund titles in conflict herewith are hereby repealed.

Section 6. This resolution shall take effect upon adoption by the Council and approval by the Mayor.

Adopted by the Common Council of the City of Springfield this 16th day of June, 2014, by a vote of _____ for and _____ against.

[Redacted Signature]

Mayor – Christine L. Lundberg

ATTEST:

[Redacted Signature]

City Recorder *J* Amy Sowa

REVIEWED & APPROVED
 AS TO FORM
A. B. Sowa
 DATE: 5/30/14
 OFFICE OF CITY ATTORNEY

LEGAL APPROPRIATIONS LEVEL

Dollar Amount

General Fund - 100

Department Operating

City Manager's Office	\$ 1,281,335
Legal and Judicial	1,451,521
Human Resources	439,238
Finance	930,325
Information Technology	1,478,817
Fire and Life Safety	10,111,701
Police	13,916,034
Library	1,545,761
Development & Public Works	<u>2,399,777</u>

Total Department Operating **\$ 33,554,509**

Non-Departmental

Transfers	\$ 840,250
Debt Service	226,896
Contingency	600,000
Reserves	<u>7,616,357</u>

Total Non-Departmental **\$ 9,283,503**

Total General Fund **\$ 42,838,012**

Street Fund - 201

Department Operating

Development & Public Works	\$ 5,479,397
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Non-Departmental

Transfers	\$ 150,000
Reserves	<u>614,108</u>

Total Non-Departmental **\$ 764,108**

Total Street Fund **\$ 6,243,505**

Jail Operations Fund - 202

Department Operating

Police	\$ 2,924,126
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Non-Departmental

Reserves	<u>7,424</u>
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Total Jail Operations Fund **\$ 2,931,550**

	<u>Dollar Amount</u>
<u>Special Revenue Fund - 204</u>	
Department Operating	
City Manager's Office	\$ 15,730
Police	491,500
Library	74,175
Development & Public Works	17,000
Total Department Operating	\$ 598,405
Non-Departmental	
Reserves	598,099
<u>Total Special Revenue Fund</u>	<u>\$ 1,196,504</u>

<u>Transient Room Tax Fund - 208</u>	
Department Operating	
City Manager's Office	\$ 184,178
Library	58,132
Development & Public Works	114,097
Total Department Operating	\$ 356,407
Non -Departmental	
Transfers	\$ 582,970
Reserves	560,578
Total Non-Departmental	\$ 1,143,548
<u>Total Transient Room Tax Fund</u>	<u>\$ 1,499,955</u>

<u>Community Development Fund - 210</u>	
Department Operating	
Finance	23,539
Development & Public Works	858,157
Total Department Operating	\$ 881,696
Non -Departmental	
Reserves	\$ -
<u>Total Community Development Fund</u>	<u>\$ 881,696</u>

	<u>Dollar Amount</u>
<u>Building Code Fund - 224</u>	
Department Operating	
Development & Public Works	\$ 855,103
Non -Departmental	
Reserves	\$ 49,337
Total Building Fund	\$ 904,440
<u>Fire Local Option Levy Fund - 235</u>	
Department Operating	
Fire and Life Safety	\$ 1,633,670
Non -Departmental	
Reserves	\$ 255,285
Total Fire Local Option Levy Fund	\$ 1,888,955
<u>Police Local Option Levy Fund - 236</u>	
Department Operating	
Legal and Judicial Services	\$ 430,930
Police	2,520,053
Total Department Operating	\$ 2,950,983
Non -Departmental	
Transfers	\$ 2,107,200
Reserves	1,863,760
Total Non-Departmental	\$ 3,970,960
Total Police Local Option Levy Fund	\$ 6,921,943
<u>Bancroft Redemption Fund - 305</u>	
Department Operating	
Finance	\$ 17,394
Non -Departmental	
Transfers	\$ 50,000
Reserves	59,944
Total Non-Departmental	\$ 109,944
Total Bancroft Redemption Fund	\$ 127,338

	<u>Dollar Amount</u>
<u>Bond Sinking Fund - 306</u>	
Non-Departmental	
Debt Service	\$ 3,287,303
Unappropriated Ending Fund Balance	386,567
Total Non-Departmental	\$ 3,673,870
<u>Total Bond Sinking Fund</u>	\$ 3,673,870
<u>Regional Wastewater Debt Service Fund - 312</u>	
Non -Departmental	
Debt Service	\$ 7,706,701
<u>Total Regional Wastewater Debt Service Fund</u>	\$ 7,706,701
<u>Sanitary Sewer Capital Projects Fund - 409</u>	
Total Development & Public Works Capital Projects	\$ 4,969,619
Non -Departmental	
Reserves	5,862,132
<u>Total Sewer Capital Projects Fund</u>	\$ 10,831,751
<u>Reg. Wastewater Revenue Bond Cap. Projects Fund - 412</u>	
Total Development & Public Works Capital Projects	\$ 10,937,849
Non-Departmental	
Reserves	7,512,101
<u>Total Reg. WW Revenue Bond Cap Projects Fund</u>	\$ 18,449,950
<u>Development Assessment Fund - 419</u>	
Department Operating	
Finance	\$ 85,789
Non-Departmental	
Transfers	\$ 15,394
Reserves	960,393
Total Non-Departmental	\$ 975,787
<u>Total Development Assessment Fund</u>	\$ 1,061,576

	<u>Dollar Amount</u>
<u>Development Projects Fund - 420</u>	
Capital Projects	
City Manager's Office	\$ 50,000
Development & Public Works	296,174
Total Capital Projects	\$ 346,174
Non-Departmental	
Transfers	\$ 345,140
Reserves	3,020,987
Total Non-Departmental	\$ 3,366,127
<u>Total Development Projects Fund</u>	<u>\$ 3,712,301</u>
<u>Storm Drainage Capital Fund - 425</u>	
Total Development & Public Works Capital Projects	\$ 6,371,343
Non-Departmental	
Reserves	\$ 9,056,418
<u>Total Drainage Capital Fund</u>	<u>\$ 15,427,761</u>
<u>Regional Wastewater Capital Fund - 433</u>	
Department Operating	
Development & Public Works	\$ 1,673,400
Total Development & Public Works Capital Projects	\$ 2,328,398
Non-Departmental	
Reserves	\$ 67,249,461
<u>Total Regional Wastewater Capital Fund</u>	<u>\$ 71,251,259</u>
<u>Street Capital Fund - 434</u>	
Total Development & Public Works Capital Projects	\$ 449,000
Non-Departmental	
Reserves	\$ 453,305
<u>Total Street Capital Fund</u>	<u>\$ 902,305</u>

	<u>Dollar Amount</u>
<u>SDC Storm Drainage Improvement Fund - 440</u>	
Department Operating	
Development & Public Works	\$ 56,358
Total Development & Public Works Capital Projects	\$ 1,066,580
Non-Departmental	
Transfers	\$ 25,649
Reserves	159,975
Total Non-Departmental	\$ 185,624
<u>Total SDC Storm Drainage Improvement Fund</u>	<u>\$ 1,308,562</u>

<u>SDC Storm Drainage Reimbursement Fund - 441</u>	
Department Operating	
Development & Public Works	\$ 32,204
Total Development & Public Works Capital Projects	\$ 67,650
Non-Departmental	
Reserves	\$ 30,113
<u>Total SDC Local Wastewater Reimb. Fund</u>	<u>\$ 129,967</u>

<u>SDC Sanitary Sewer Reimbursement Fund - 442</u>	
Department Operating	
Development & Public Works	\$ 152,968
Total Development & Public Works Capital Projects	\$ 904,000
Non-Departmental	
Reserves	\$ 476,352
<u>Total SDC Local Wastewater Reimb. Fund</u>	<u>\$ 1,533,320</u>

	<u>Dollar Amount</u>
<u>SDC Sanitary Sewer Improvement Fund - 443</u>	
Department Operating	
Development & Public Works	\$ 72,460
Total Development & Public Works Capital Projects	\$ 152,000
Non-Departmental	
Transfers	\$ 45,662
Reserves	112,656
Total Non-Departmental	\$ 158,318
<u>Total SDC Local Wastewater Improve. Fund</u>	<u>\$ 382,778</u>

<u>SDC Regional Wastewater Reimbursement Fund - 444</u>	
Department Operating	
Development & Public Works	\$ 2,000
Non-Departmental	
Transfers	\$ 17,890
Reserves	446,435
Total Non-Departmental	\$ 464,325
<u>Total SDC Regional WW Reimbursement Fund</u>	<u>\$ 466,325</u>

<u>SDC Regional Wastewater Improvement Fund - 445</u>	
Department Operating	
Development & Public Works	\$ 3,000
Non-Departmental	
Transfers	\$ 1,400,000
Reserves	1,636,852
Total Non-Departmental	\$ 3,036,852
<u>Total SDC Regional WW Improvement Fund</u>	<u>\$ 3,039,852</u>

<u>SDC Transportation Reimbursement Fund - 446</u>	
Department Operating	
Development & Public Works	\$ 36,231
Non-Departmental	
Transfers	\$ 10,374
Reserves	327,406
Total Non-Departmental	\$ 337,780
<u>Total SDC Transportation Reimbursement Fund</u>	<u>\$ 374,011</u>

Dollar Amount

SDC Transportation Improvement Fund - 447

Department Operating	
Development & Public Works	\$ 124,790
Total Development & Public Works Capital Projects	\$ 504,977
Non-Departmental	
Transfers	\$ 30,000
Reserves	940,676
Total Non-Departmental	\$ 970,676
Total SDC Transportation Improvement Fund	\$ 1,600,443

Sanitary Sewer Operations Fund - 611

Department Operating	
Finance	\$ 12,716
Development & Public Works	3,623,914
Total Department Operating	\$ 3,636,630
Non-Departmental	
Transfers	\$ 1,500,000
Debt Service	1,953,651
Reserves	3,905,073
Total Non-Departmental	\$ 7,358,724
Total Sewer Operations Fund	\$ 10,995,354

Regional Wastewater Fund - 612

Department Operating	
Finance	\$ 123,702
Development & Public Works	16,553,945
Total Department Operating	\$ 16,677,647
Non-Departmental	
Transfers	\$ 13,806,701
Debt Service	1,457,281
Reserves	12,759,911
Total Non-Departmental	\$ 28,023,893
Total Regional Wastewater Fund	\$ 44,701,540

	<u>Dollar Amount</u>
<u>Ambulance Fund - 615</u>	
Department Operating	
Fire and Life Safety	\$ 5,669,282
Non-Departmental	
Reserves	\$ 186,486
Total Ambulance Fund	\$ 5,855,768

<u>Storm Drainage Operating Fund - 617</u>	
Department Operating	
Finance	\$ 12,716
Development & Public Works	4,910,200
Total Department Operating	\$ 4,922,916
Non-Departmental	
Transfers	\$ 1,000,000
Debt Service	703,675
Reserves	2,508,261
Total Non-Departmental	\$ 4,211,936
Total Drainage Operating Fund	\$ 9,134,852

<u>Booth-Kelly Fund - 618</u>	
Department Operating	
Development & Public Works	\$ 611,892
Total Development & Public Works Capital Projects	\$ 250,000
Non-Departmental	
Debt Service	\$ 919,321
Reserves	286,108
Total Non-Departmental	\$ 1,205,429
Total Booth-Kelly Fund	\$ 2,067,321

<u>Regional Fiber Consortium - 629</u>	
Department Operating	
Development & Public Works	\$ 86,100
Non-Departmental	
Reserves	\$ 240,147
Total Regional Fiber Consortium Fund	\$ 326,247

	<u>Dollar Amount</u>
<u>Insurance Fund - 707</u>	
Department Operating	
Human Resources	\$ 8,986,810
Non-Departmental	
Transfers	\$ 226,896
Special Payments/Miscellaneous Fiscal Transactions	9,705,616
Reserves	6,265,458
Total Non-Departmental	\$ 16,197,970
Total Insurance Fund	\$ 25,184,780

<u>Vehicle and Equipment Fund - 713</u>	
Department Operating	
City Manager's Office	\$ 2,400
Finance	3,600
Information Technology	207,000
Fire and Life Safety	312,300
Police	261,000
Library	8,000
Development & Public Works	1,917,915
Total Department Operating	\$ 2,712,215
Non-Departmental	
Debt Service	\$ 604,217
Reserves	6,596,739
Total Non-Departmental	\$ 7,200,956
Total Vehicle and Equipment Fund	\$ 9,913,171

<u>SDC Administration Fund - 719</u>	
Department Operating	
Finance	\$ 19,227
Development & Public Works	565,152
Total Department Operating	\$ 584,379
Non-Departmental	
Reserves	\$ 105,418
Total SDC Administration Fund	\$ 689,797

TOTAL RESOLUTION	\$ 316,155,460
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City of Springfield Funds

Fund Number	Fund Title	Budget Funds	Non Budget Funds
100	General Fund	Reporting Fund	
150	GAAP General Fund		Non Reporting Fund
201	Street Fund	Reporting Fund	
202	Jail Operations Fund	Reporting Fund	
204	Special Revenue Fund	Reporting Fund	
208	Transient Room Tax Fund	Reporting Fund	
210	Community Development Fund	Reporting Fund	
214	Housing Rehab Revolving Fund		Non Reporting Fund
222	Riverbend Development Fund	Reporting Fund	
224	Building Code Fund	Reporting Fund	
229	SEDA Glenwood General Fund		Non Reporting Fund
230	SEDA Downtown General Fund		Non Reporting Fund
235	Fire Local Option Levy Fund	Reporting Fund	
236	Police Local Option Levy Fund	Reporting Fund	
251	GAAP Street Fund		Non Reporting Fund
253	GAAP Museum Fund		Non Reporting Fund
254	GAAP Special Revenue Fund		Non Reporting Fund
258	GAAP Transient Room Tax Fund		Non Reporting Fund
260	GAAP Community Development Fund		Non Reporting Fund
264	GAAP Housing Rehab Revolving Fund		Non Reporting Fund
272	GAAP River Bend Fund		Non Reporting Fund
274	GAAP Building Code Fund		Non Reporting Fund
279	GAAP Regional Fiber Consortium Fund		Non Reporting Fund
285	GAAP Fire Levy		Non Reporting Fund
286	GAAP Police Levy		Non Reporting Fund
305	Bancroft Redemption Fund	Reporting Fund	
306	Bond Sinking Fund	Reporting Fund	
312	Regional Wastewater Debt Service Fund	Reporting Fund	
355	GAAP Bancroft Fund		Non Reporting Fund
356	GAAP Bond Sinking Fund		Non Reporting Fund
409	Sanitary Sewer Capital Fund	Reporting Fund	
412	Regional Wastewater Revenue Bond Capital Projects Fund	Reporting Fund	
419	Development Assessment Capital Fund	Reporting Fund	
420	Development Projects Fund	Reporting Fund	
425	Storm Drainage Capital Fund	Reporting Fund	
427	G. O. Bond Capital Projects Fund	Reporting Fund	
428	Police Building Bond Capital Fund	Reporting Fund	
429	SEDA Glenwood Capital Projects Fund		Non Reporting Fund
430	SEDA Downtown Capital Projects Fund		Non Reporting Fund
433	Regional Wastewater Capital Fund	Reporting Fund	
434	Street Capital Fund	Reporting Fund	
440	SDC Storm Drainage Improvement Fund	Reporting Fund	
441	SDC Storm Drainage Reimbursement Fund	Reporting Fund	
442	SDC Sanitary Sewer Reimbursement Fund	Reporting Fund	

City of Springfield Funds

Fund Number	Fund Title	Budget Funds	Non Budget Funds
443	SDC Sanitary Sewer Improvement Fund	Reporting Fund	
444	SDC Regional Wastewater Reimbursement Fund	Reporting Fund	
445	SDC Regional Wastewater Improvement Fund	Reporting Fund	
446	SDC Transportation Reimbursement Fund	Reporting Fund	
447	SDC Transportation Improvement Fund	Reporting Fund	
459	GAAP Sewer Capital Projects Fund		Non Reporting Fund
466	GAAP SDC Projects		Non Reporting Fund
469	GAAP Development Assessment Fund		Non Reporting Fund
470	GAAP Development Projects Fund		Non Reporting Fund
477	GAAP GO Bond Capital Projects Fund		Non Reporting Fund
483	GAAP Regional Wastewater Capital Fund		Non Reporting Fund
484	GAAP Street Capital Fund		Non Reporting Fund
485	GAAP Street SDC Fund		Non Reporting Fund
486	GAAP Sewer SDC Fund		Non Reporting Fund
487	GAAP Regional Wastewater SDC Fund		Non Reporting Fund
611	Sanitary Sewer Operations Fund	Reporting Fund	
612	Regional Wastewater Fund	Reporting Fund	
615	Ambulance Fund	Reporting Fund	
617	Storm Drainage Operating Fund	Reporting Fund	
618	Booth-Kelly Fund	Reporting Fund	
629	Regional Fiber Consortium Fund	Reporting Fund	
661	GAAP Sewer Operations Fund		Non Reporting Fund
662	GAAP Regional Wastewater Fund		Non Reporting Fund
665	GAAP Emergency Medical Services Fund		Non Reporting Fund
668	GAAP Booth Kelly Fund		Non Reporting Fund
679	GAAP Regional Fiber Consortium Fund		Non Reporting Fund
707	Insurance Fund	Reporting Fund	
713	Vehicle and Equipment Fund	Reporting Fund	
719	SDC Administration Fund	Reporting Fund	
757	GAAP Insurance Fund		Non Reporting Fund
763	GAAP Vehicle and Equipment Fund		Non Reporting Fund
821	Agency Fund		Non Reporting Fund
823	Investment Fund		Non Reporting Fund
828	Springfield Retirement Trust Fund		Non Reporting Fund
931	General Fixed Asset Account Group		Non Reporting Fund
932	General Long Term Debt Account		Non Reporting Fund
933	GAAP Adjustment Fund		Non Reporting Fund

Non Reporting Funds are non budget reporting funds, and are utilized exclusively to create the City's Comprehensive Annual Financial Report (CAFR).

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Springfield City Council will be held on June 16, 2014 at 7:00 pm at Springfield City Hall (Council Chambers), 225 5th Street, Springfield, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014 as approved by the City of Springfield Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the City's Finance office, between the hours of 8:00 a.m. and 5:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

Contact: Robert Duey

Telephone: 541.726.3740 Email: rduey@springfield-or.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2012-13	Amended Budget This Year 2013-14	Approved Budget Next Year 2014-15
Beginning Fund Balance/Net Working Capital	165,975,180	170,128,520	164,494,576
Fees, Licenses, Permits, Fines, Assessments & Other Service	58,699,443	57,907,047	60,524,693
Federal, State and all Other Grants, Gifts, Allocations and Donations	6,008,059	6,837,175	6,021,930
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	46,571,228	38,174,939	38,414,245
All Other Resources Except Current Year Property Taxes	13,445,890	17,752,314	17,498,522
Current Year Property Taxes Estimated to be Received	26,908,305	27,773,426	29,201,494
Total Resources	317,608,104	318,573,421	316,155,460

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	44,981,648	47,735,293	49,052,341
Materials and Services	32,691,252	42,050,276	42,737,055
Capital Outlay	14,353,782	34,433,557	31,936,955
Debt Service	16,148,613	17,347,393	16,859,045
Interfund Transfers	26,983,567	22,574,059	22,154,126
Contingencies		600,000	600,000
Special Payments	12,195,666	10,778,067	9,705,616
Unappropriated Ending Balance and Reserved for Future Expenditure		143,054,776	143,110,322
Total Requirements	147,354,529	318,573,421	316,155,460

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
City Managers Office	1,539,795	1,476,794	1,533,643
FTE	7.00	7.00	7.50
Legal Judicial Services	1,770,486	1,824,789	1,882,451
FTE	8.84	8.84	8.84
Human Resources	3,764,588	8,918,444	9,426,048
FTE	6.00	6.00	6.00
Finance	1,146,238	1,188,184	1,229,008
FTE	9.50	9.50	9.50
Information Technology	1,487,246	1,625,173	1,685,817
FTE	10.00	10.00	10.00
Fire & Life Safety	16,475,958	17,799,870	17,726,953
FTE	101.00	100.00	100.00
Police	18,499,899	19,940,123	20,112,713
FTE	123.00	123.00	123.00
Library	1,457,971	1,601,571	1,686,068
FTE	12.60	12.60	13.10
Public Works	42,402,778		
FTE	107.81		
Development Services	3,481,724		
FTE	22.74		
Development & Public Works		69,844,178	68,443,650
FTE		129.75	130.00
Non-Departmental / Non-Program	55,327,846	194,354,295	192,429,109
Total Requirements	147,354,529	318,573,421	316,155,460
Total FTE	408.49	406.69	407.94

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

The recommended Fiscal Year 2015 budget is a budget that is fiscally prudent and responsive to today's economic challenges. It makes high priority investment in the community, continues to move us forward in the direction established by our citizens through the Mayor and Council and positions the organization to be responsive to improvement in the local economy. High priority services are maintained without the need for significant new revenue sources. The economic recovery at the national level has been slow and the recovery in Oregon and Springfield has lagged behind most areas of the country. As a result, revenue has increased modestly and has not kept pace with increasing demands for services as well as the need to reinvest in the community's streets, buildings and other important infrastructure.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2012-13	Rate or Amount Imposed This Year 2013-14	Rate or Amount Approved Next Year 2014-15
Permanent Rate Levy (rate limit \$4.7403 per \$1000)	4.7403	4.7403	4.7403
Fire Local Option Levy	.3600	.36	.36
Police Local Option Levy	1.09	1.28	1.28
Levy for General Obligation Bonds	\$3,261,900	\$3,389,306.00	\$3,135,168

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$21,410,000	
Other Bonds	\$27,810,000	
Other Borrowings	\$4,672,256	
Total	\$53,892,256	

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

FORM LB-50 2014-2015

To assessor of Lane County

Check here if this is an amended form.

- Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The City of Springfield has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of Lane County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

<u>225 Fifth Street</u>	<u>Springfield</u>	<u>OR</u>	<u>97477</u>	<u>June 20, 2014</u>
Mailing Address of District	City	State	ZIP code	Date
<u>Bob Duey</u>	<u>Director of Finance</u>	<u>541-726-3740</u>	<u>rduey@springfield-or.gov</u>	
Contact Person	Title	Daytime Telephone	Contact Person E-Mail	

CERTIFICATION - You **must** check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits		
		Rate -or- Dollar Amount		
1.	Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	4.7403	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
2.	Local option operating tax	2	1.64	
3.	Local option capital project tax	3		
4.	City of Portland Levy for pension and disability obligations	4		
5a.	Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.	975,881	
5b.	Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.	2,159,287	
5c.	Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	3,135,168	

PART II: RATE LIMIT CERTIFICATION

6.	Permanent rate limit in dollars and cents per \$1,000	6	4.7403
7.	Election date when your new district received voter approval for your permanent rate limit	7	N/A
8.	Estimated permanent rate limit for newly merged/consolidated district	8	N/A

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters
Operating (Renewal of Fire and Life Safety Local Option Operating Levy)	November 2010	2011/2012	2015/2016	.36
Operating (Levy for Police Services and Municipal Jail Operations)	November 2012	2013/2014	2017/2018	1.28

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1 None		
2 None		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

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