



# City Council Agenda

**City Manager:**  
Nancy Newton  
**City Recorder:**  
Allyson Pulido  
541-726-3700

City Hall  
225 Fifth Street  
Springfield, Oregon 97477  
541-726-3700  
Online at [www.springfield-or.gov](http://www.springfield-or.gov)

**Mayor**  
Sean VanGordon

**City Council**  
Michelle Webber, Ward 1  
Steve Moe, Ward 2  
Kori Rodley, Ward 3  
Beth Blackwell, Ward 4  
Andrew Buck, Ward 5  
Alan Stout, Ward 6

These meetings will be available via phone, internet using Zoom and in person. Members of the public wishing to attend these meetings electronically can call in or attend virtually by following the directions below. This information can also be found on the City's website.

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. For meetings in the Council Meeting Room, a "Personal PA Receiver" for the hearing impaired is available, as well as an Induction Loop for the benefit of hearing aid users.  
To arrange for these services, call 541-726-3700.

**Meetings will end prior to 10:00 p.m. unless extended by a vote of the Council.**

All proceedings before the City Council are recorded.

November 24, 2025  
Monday

5:30 p.m. Work Session  
Council Meeting Room

or

Virtual Attendance

Registration Required:

Attend from your computer, tablet or smartphone:

Zoom

Meeting ID: 896 0669 4568

Copy the address below into an Internet browser to register

[https://us06web.zoom.us/webinar/register/WN\\_AiXi7K57RkC3IK3VyUMDXw](https://us06web.zoom.us/webinar/register/WN_AiXi7K57RkC3IK3VyUMDXw)

To dial in using your phone in Listen Only Mode:

Dial 1 (971) 247-1195

Toll Free 1 (877) 853-5247

Oregon Relay/TTY: 711 or 800-735-1232

(Council work sessions are reserved for discussion between Council, staff and consultants; therefore, Council will not receive public input during work sessions. Opportunities for public input are given during all regular Council meetings)

## CALL TO ORDER

ROLL CALL -- Mayor VanGordon \_\_\_, Councilors Webber \_\_\_, Moe \_\_\_, Rodley \_\_\_, Blackwell \_\_\_, Buck \_\_\_, and Stout \_\_\_.

1. Springfield History Museum Advisory Committee Interviews  
[Maddi McGraw] (10 Minutes)
2. Arts Commission Applicant Interviews  
[Mindy Linder] (20 minutes)
3. Community Development Advisory Committee (CDAC) applicant interviews

- |   |              |
|---|--------------|
| [Erin Fifield]  | (10 Minutes) |
| 4. Planning Commission Interviews<br>[Sandy Belson]   | (15 minutes) |
| 5. Library Advisory Board Applicant Interviews<br>[Emily David]                                       | (10 minutes) |
| 6. Renewal of System Development Charge (SDC) Waivers for Affordable Homeownership<br>[Katie Carroll] | (15 Minutes) |
| 7. 2027-2031 Capital Improvement Program, A Community Reinvestment Plan<br>[Stan Petroff]             | (30 Minutes) |
| 8. City Manager Compensation 2025<br>[Chaim Hertz]  | (15 minutes) |

**ADJOURNMENT**

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<b>AGENDA ITEM SUMMARY</b>	<b>Meeting Date:</b>	11/24/2025
	<b>Meeting Type:</b>	
	<b>Staff Contact/Dept:</b>	Madeline McGraw/Library and Museum
	<b>Staff Phone No:</b>	5417263677
<b>S P R I N G F I E L D</b>	<b>Estimated Time:</b>	10 Minutes
<b>C I T Y C O U N C I L</b>	<b>Council Goals:</b>	Mandate

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**ITEM TITLE:**  
Springfield History Museum Advisory Committee Interviews

**ACTION REQUESTED:**  
Interview two applicants for the Springfield History Museum Advisory Committee for three vacant positions and decide if you would like to appoint one or both of these persons.

**ISSUE STATEMENT:**  
The Springfield History Museum has three currently vacant positions as of December 31, 2024. Two applications were received for the three vacant positions during the most recent recruitment period.

**DISCUSSION/FINANCIAL IMPACT:**  
The City received two applications during the recruitment period which closed on September 26, 2025. The vacant positions are for a full term with an expiration date of December 31, 2029.

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**Attachments**

- 1. Council Approved Interview Questions
- 2. Springfield History Museum Advisory Committee 2025 Roster
- 3. Fireside, Ky Application
- 4. Williamson, Stephen Application

## Museum Committee Interview Questions

1. Why are you interested in serving on the Museum Committee?
2. The Springfield Museum has a rotating exhibit space. One of the roles of the committee is to make recommendations for exhibits and programs. Can you give us an example of an exhibit you might recommend for the museum?
3. How do you think the work of the Springfield History Museum improves our community?

**Springfield Museum Committee 2023**

**Committee Chair: England, Megan (2<sup>nd</sup> term)**

ex: 12/31/2027

[REDACTED]  
[REDACTED]  
[REDACTED]

[Englandmegan1@gmail.com](mailto:Englandmegan1@gmail.com)

**Vice-Chair: Sage, Patty**

ex: 12/31/2025

[REDACTED]  
[REDACTED]  
[REDACTED]

[pattywsage@gmail.com](mailto:pattywsage@gmail.com)

**Fribley, Jenna (2<sup>nd</sup> term)**

ex: 12/31/2025

[REDACTED]  
[REDACTED]  
[REDACTED]

[jenna@campfirelab.com](mailto:jenna@campfirelab.com)

**Puyat, Tara (2<sup>nd</sup> term)**

ex: 12/31/2026

[REDACTED]  
[REDACTED]  
[REDACTED]

[tespuyat@gmail.com](mailto:tespuyat@gmail.com)

**Ruddell, Mahala**

ex: 12/31/2027

[REDACTED]  
[REDACTED]  
[REDACTED]

[mahala.ruddell@gmail.com](mailto:mahala.ruddell@gmail.com)

**Eisele, Jennifer**

ex: 12/31/2028

[REDACTED]  
[REDACTED]  
[REDACTED]

[jeisele@beyondtoxics.org](mailto:jeisele@beyondtoxics.org)

McGraw, Madeline (Staff)  
[mmcgraw@springfield-or.gov](mailto:mmcgraw@springfield-or.gov)

Moe, Steve Councilor (Council Liaison)  
[smoe@springfield-or.gov](mailto:smoe@springfield-or.gov)





# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

In addition to my current career in cultural resource management, I previously served as an interpretive specialist for California State Parks. My work has been a combination of historical research and public education.

2. What specific contribution do you hope to make?

I know funding is often an issue and I'd like to help organize to make sure things like museums and libraries stay open and available to everyone. I also want to find ways to increase community engagement and awareness.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I ran educational programs for the state park that were an interactive experience for school groups. We did some pre-recorded videos, followed by zoom meetings, and finished with visits to the park and in-person activities (in period dress!) I've also volunteered with the Dinner with a Scientist program, which is an after-school event that allows students to explore different STEM careers. I set up hands-on archaeological activities for students like matching up makers marks on old bottles and puzzling out different stages of stone tool design.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I'm mostly concerned with increasing community awareness of and interaction with the services provided by historic and library services in Springfield. I want to be a member because I believe I can serve these goals.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: \_\_\_\_\_

Date: 9/25/25

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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SEP 26 REC'D -AP  
10:53am



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. Museum Committee 2. - 3. -

Name: Stephen H Williamson

Home address: [Redacted] Eugene, OR 97402

Mailing address: [Redacted] Eugene, OR 97402

Day Phone: [Redacted] Evening phone: [Redacted]

Email Address: [Redacted] www.storiesbysteve.com

Preferred Form of Contact: email

Do you live within the Springfield city limits?  Yes  No ➔ If yes, how long? \_\_\_\_\_  
If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): \_\_\_\_\_  Yes  No

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: Retired, mental health associate Place of employment/School: Full Access Brokerage

Business address: 1240 Chamelton Eugene, OR 97401 (retired about 10 years ago)

Education: some college, Louisiana State University

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
Vice President Laurel Grove Cemetery in Glenwood & Past President Singing Creek Educational Center

How did you hear about the above vacancy?  
 Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I have volunteered with a number of museums and historical societies in Lane County and have given numerous talks, inclu Wildish Theater

For the past 25 years I have been chair of the Oregon Asian Celebration's Heritage Committee

Past Board member of, Cottage Grove Historical Society

Currently volunteer with the Springfield Museum & Singing Creek Educational Center (does living history with kids)

2. What specific contribution do you hope to make?

I began volunteering with the Springfield Museum last year after giving a talk at the Wildish Theater about the Ping Yang School Bombing (Mohawk Oregon). I was impressed with the people at the Museum and wanted to help out. The museum d excellent job at welcoming and assisting visitors. I enjoy tours and helping people with research. I have also volunteered at Laurel Grove Cemetery for many years.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I have been involved with many historical and cultural organizations in Lane County. Tourism for history is a strong interest o began in the mid 1990's in Cottage Grove gathering research on the author, Opal Whiteley and started the Opal Whiteley Me continue to give presentations and tours on her. I have also done considerable research in the Mohawk Valley on Asians wh worked there in the early 1900's. The research led to my chairing the Oregon Asian Celebration's Heritage Exhibit.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I have been very impressed with the work that Maddi McGraw and the staff Museum is doing. It is also a kid-friendly museum nice space for children to play while their parents or teachers explore the museum. Also, I lived in Springfield for over 20 years so I am well acquainted with the community. I like giving people tours of the museum and talking about history. I am als board of Laurel Grove Cemetery in Glenwood, where many Springfielders are buried. We do several public events each year.


5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: I will be able to make the meetings no matter if they are in person or on Zoom

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature 

Date: 9-26-05

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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<b>AGENDA ITEM SUMMARY</b>	<b>Meeting Date:</b>	11/24/2025
	<b>Meeting Type:</b>	Work Session
	<b>Staff Contact/Dept:</b>	Mindy Linder/Library and Museum
	<b>Staff Phone No:</b>	
<b>S P R I N G F I E L D</b>	<b>Estimated Time:</b>	20 Minutes
<b>C I T Y C O U N C I L</b>	<b>Council Goals:</b>	Mandate

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**ITEM TITLE:**

Arts Commission Applicant Interviews

**ACTION REQUESTED:**

Interview six (6) candidates for four (4) vacancies for membership on the Springfield Arts Commission and decide on appointment.

**ISSUE STATEMENT:**

The Springfield Arts Commission has four (4) vacant positions because four (4) members either had to step down or opted not to return for a second term of service.

Six (6) applicants applied for the four (4) vacancies.

**DISCUSSION/FINANCIAL IMPACT:**

The City received six (6) applications for four (4) vacancies during the most recent recruitment for the Springfield Arts Commission which closed September 26, 2025.

The current vacancies are one (1) full term position with an expiration ending December 31, 2029, and three (3) partial term positions with one (1) expiration date ending December 31, 2026, and two (2) expiration dates ending December 31, 2028.

The Springfield Arts Commission requests the candidates be interviewed by the City Council. The Springfield Arts Commission believes the candidates are eligible and qualified to serve on the commission.

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**Attachments**

1. Arts Commission Interview Questions
2. 2025\_11\_14 Arts Commission\_Web\_Roster
3. Allgauer\_Brittney\_09-2025\_Redacted
4. Armas\_Marissa\_09-2025\_Redacted
5. Hayes\_Gregory\_09\_2025\_Redacted
6. King\_James\_09-2025\_Redacted
7. Raleigh, Lisa 09-26-2025
8. Swing\_Charly\_09-2025\_Redacted

## **Arts Commission Interview Schedule & Questions**

### ***Interview Questions for applicant***

1. Why are you interested in serving (or continuing your service) on the Arts Commission?
2. Describe your understanding of the role you will have serving as an Arts Commissioner and how it relates to the work of the Council.
3. What do you see as current issues and challenges for the City of Springfield?

**Arts Commission Members 11/14/2025**

Name	Partial term start	Partial term expiration	First term start	First term expiration	Second term expiration
Keith Bennett Vice Chair: 2025 Chair: Marketing & Outreach Member:	5/6/2024	12/31/27			
Adam Gutierrez Chair: Youth Art Gallery, Community Engagement, Public Art Member: Marketing & Outreach	4/3/2023	12/31/24	1/1/2025	1/1/2028	
Jane Boggs Chair: Member:			1/1/2025	12/31/2028	
Suzanne Vinson Chair: City Hall Art Gallery Member: Art Walk	4/3/2023	12/31/25			
David Grimes Secretary 2025 Chair: Heritage Arts Grants Member: Marketing & Outreach	4/3/2023	12/31/25			
<b>VACANCY</b> Chair: Member:	N/A	12/31/26			
<b>VACANCY</b> Chair: Member:	N/A	12/31/2028			
Meredith Branch Chair 2025 Member: Art Walk, Heritage Arts Grant	1/1/21	12/31/22	1/1/23	12/31/26	
<b>VACANCY</b> Member: Chair:	N/A	12/31/26			

No fewer than seven of the nine members must reside, own property, or own a business in Springfield (97477, 97478, or 97482)

Mindy Linder City Staff Liaison Office in Museum	Springfield Public Library 225 5th St. suite 301 Springfield, OR 97477 Work: 541-744-3388 <a href="mailto:mlinder@springfield-or.gov">mlinder@springfield-or.gov</a>
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Beth Blackwell, City Councilor, Ward 4	225 5 <sup>th</sup> St Springfield, OR 97477 City Manager's Office: 541-726-3700 <a href="mailto:bblackwell@springfield-or.gov">bblackwell@springfield-or.gov</a>
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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1.  2.  3.

Name: Brittney L Allgauer

First Middle Initial Last

Home address:

Street City Zip

Mailing address:

Street City Zip

Day Phon  Evening phone:

Email Address

Preferred Form of Contact: Email

Do you live within the Springfield city limits?  Yes  No  No  No  
 If yes, how long? 5 years  
 If no, do you live inside Springfield's Urban Growth Boundary?  
 Yes  No

Ward number (City residents only): 2

Are you a Springfield property owner?  Yes  No  
 Are you a Springfield business owner?  Yes  No  
 Are you a registered voter?  Yes  No

Occupation: Studio Owner & Lead Teacher Place of employment/School: Neighborhood Music School

Business address:

Education: B.A. Music Education, minor is Women's & Gender Studies

Are you currently serving on any other board, committee, or commission? If so, please list them here:

How did you hear about the above vacancy?

Newspaper ad     Newspaper article     Radio/TV     Mail notice  
 Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

My business, the Neighborhood Music School, has been operating for 5 years in Springfield, and I could not be any happier with the experience thus far! The community has embraced us in a way that every business owner dreams of. While my occupation and my education are in music, I am a frequent patron of community arts events in other artistic and cultural disciplines. I am particularly fond of the rotating youth art displays at the Springfield Public Library, and the annual block party!

2. What specific contribution do you hope to make?

My mission is and always has been to provide high-quality and affordable music education for youth and families. It would be a dream to be able to expand that reach to the greater Springfield community, and to other arts disciplines.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

In addition to my community involvement as a business owner, I have previously served as a Springfield Public Library volunteer, and currently serve as a Lane County Master Gardener, primarily by providing research-based horticultural advice to homeowners in Lane County through the Extension Office's plant clinic. The Neighborhood Music School is also proud to provide free and discounted music lessons to local students from low-income families as a part of the MusicLink Foundation.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I would love to provide my expertise as a musician, a business owner, and as a voice for youth in the community. I also bring to the table experience in grant writing and securing funding for free/low cost youth arts programs.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: *Antonia Wilson*

Date: 8/25/2025

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

Printed on Recycled Paper



Rec'd by jz  
09/17/2025

# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. Arts Commission 2. - 3. -

Name: Marissa L Armas

Home address: [Redacted] Springfield 97478

Mailing address: [Redacted] Springfield 97478

Day Phone: [Redacted] Evening phone: [Redacted]

Email Address: [Redacted]

Preferred Form of Contact: Email

Do you live within the Springfield city limits?  Yes  No  If yes, how long? 2 years  
If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): 6  Yes  No

Are you a Springfield property owner?  Yes  No

Are you a Springfield business owner?  Yes  No

Are you a registered voter?  Yes  No

Occupation: Farmhand, Cashier, Artist, Vintage S Place of employment/School: WildChild Farm, Lane County Farme

Business address: Poodle Creek Road in Noti; 150 Shelton McMurphey Blvd in Eugene; 2020 Main Street in

Education: Graduation North Eugene High School 2011; 1 year of Pre-Nursing credits at Lane Community College,

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
No

How did you hear about the above vacancy?  
 Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I don't have any official qualifications or training but I have been a working artist in Lane County, living in Springfield, for the twelve years. I have worked locally as a model & photographer and more recently doing both art & vintage vending. I am a painter, jewelry maker, sewer, and generally a jack-of-all-trades artist. I've recently been working for an organic farm as well as Lane County Farmer's Market and being in that environment has made me think more about the back-end support needed for community programs which led me to think about this commission application.

2. What specific contribution do you hope to make?

I believe my view point as a low-income, queer individual with a disability who has been actively self-employed in the art community here in Springfield and surrounding areas for over 10 years would be of great benefit in discussions of financial and physical accessibility to events/spaces/businesses. I am interested in seeing more art vending opportunities happen in Springfield and I love to see more promotion of the many small art businesses that exist in Springfield with development opportunities for more.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I'm actively involved in several local community art groups, not all located in Springfield. I participate in art vending events, most in Eugene as that's where markets tend to occur, both one-off events like the upcoming Eugene Halloween Celebration and re-markets like the Whiteaker Community Market. I regularly donate art to local benefits, most recently the Radiant Art So Small In Springfield I attend art classes at Overlap Self-Care Superstore, many events at the library, and I'm a vendor at Time Trav Antique Mall on Main Street in the Antique Alley area.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I'm most concerned about topics related to physical & financial accessibility, culturally sensitive & responsible representation of historically disenfranchised groups within our community, and promotion of existing events as well as the development of more opportunities for local artists. I want to become a member because art is integral to understanding human history and the future of humanity. It promotes understanding in a way that can cross language & cultural barriers that deserves careful thought and preservation which I see this commission as being a part of.


5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: 

Date: 9/17/25

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

SEP 12 RECD  
by jz

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

- When possible, council will not appoint people currently serving on another governing body to the Planning Commission or Budget Committee.
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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. - SPRINGFIELD ARTS COMMISSION 2. - \_\_\_\_\_ 3. - \_\_\_\_\_

Name: GREGORY T. HAYAS

Home address: [REDACTED]

Mailing address: [REDACTED] City \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone: [REDACTED] Evening phone: \_\_\_\_\_

Email Address: [REDACTED]

Preferred Form of Contact: TEXT OR EMAIL

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 5+ YEARS  
If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): 6

Are you a Springfield property owner?  Yes  No  
 Are you a Springfield business owner?  Yes  No  
 Are you a registered voter?  Yes  No

Occupation: RETIRED ; ARTIST Place of employment/School: \_\_\_\_\_

I WORKED 25+ YEARS AS THE COMMUNITY RELATIONS ASSISTANT FOR SPRINGFIELD UTILITY BOARD.

Business address: N/A

Education: ASSOCIATES OF ARTS, GRAPHIC DESIGN FROM LANG COMMUNITY COLLEGE

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
N/A

How did you hear about the above vacancy?

Newspaper ad     Newspaper article     Radio/TV     Mail notice  
 Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

ALONG WITH BEING AN ARTIST AND PAINTER, I HAVE MANY YEARS OF EXPERIENCE IN THE MARKETING DEPARTMENT OF A GOVERNMENT AGENCY (SUB) AS AN IN-HOUSE GRAPHIC DESIGNER. WE ALSO DID MANY COMMUNITY OUTREACH EVENTS.

2. What specific contribution do you hope to make?

I WOULD LIKE TO BE OF SERVICE TO OUR SPRINGFIELD COMMUNITY WHERE NEEDED. I FEEL I HAVE PASSION AND SKILLSETS THAT WOULD BE HELPFUL IN ENCOURAGING THE ARTS LOCALLY.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I HAVE PREVIOUSLY SERVED ON SEVERAL BOARDS INVOLVED IN EARLY EDUCATION, AS WELL AS SERVING AS AN OFFICER FOR A HOMEOWNERS ASSOCIATION, SO HAVE EXPERIENCE IN WORKING ON COMMITTEES.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I FEEL VERY STRONGLY THAT THE ARTS HELP US NAVIGATE AN OFTEN BEWILDERING WORLD AND ARE CRUCIAL TO OUR DEVELOPMENT AS HUMAN BEINGS. I WOULD LIKE TO HELP INDIVIDUALS FIND THEIR UNIQUE VOICES WHO MIGHT NOT OTHERWISE.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: I HAVE ENJOYED + BENEFITTED FROM SHOWING MY WORK AT THE CITY GALLERY AND WOULD LIKE TO HELP MAINTAIN THIS ENCOURAGING AND ACCESSIBLE RESOURCE. THANK YOU!

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

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Applicant Signature: [Handwritten Signature]

Date: 9/10/2025

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



Rec'd by jz  
09/02/2025

# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. Springfield Arts Commission - Springfield Public Library Board - Springfield History Museum

Name: James Kim W Kim

Home address: [Redacted]

Mailing address: [Redacted]

Day Phone: [Redacted] Evening phone: [Redacted]

Email Address: [Redacted]

Preferred Form of Contact: email

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 20+ years  
 If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): 4?

Are you a Springfield property owner?  Yes  No  
 Are you a Springfield business owner?  Yes  No  
 Are you a registered voter?  Yes  No

Occupation: Temp Worker/Writer Place of employment/School: Coursera Laborworks

Business address: \_\_\_\_\_

Education: Bachelor of Science + Certificate + TRM credentials

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
No

How did you hear about the above vacancy?

- Newspaper ad     Newspaper article     Radio/TV     Mail notice  
 Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

Girl Scout history with Gold and Silver Awards.

2. What specific contribution do you hope to make?

Specifically, I want to help the library however I can. Without libraries we are lost.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I worked in the SJS libraries as a student. I use libraries, I love museums as a patron. These are I am an artist and want to be part of the local scene. I want to help the things I care about most.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

Art and history are what make us a community rather than a collection of people living near each other. I want to participate in my community.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments:

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Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For more information please call the City Manager's Office 541.726.3700

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

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Top Three Board / Commission / Committee applying for:

1. Arts 2. - 3. -

Name: Lisa Raleigh

First Middle Initial Last

Home address [redacted] Springfield OR 97478

Street City Zip

Mailing address: same

Street City Zip

Day Phon [redacted] Evening phon [redacted]

Email Address [redacted]

Preferred Form of Contact: email

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? as of Sept. 25, 2024  
 If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): 4

Are you a Springfield property owner?  Yes  No  
 Are you a Springfield business owner?  Yes  No  
 Are you a registered voter?  Yes  No

Occupation: Retired Place of employment/School: \_\_\_\_\_

Business address: \_\_\_\_\_

Education: BA, Communications, Mills College; MA, English, Oregon State University

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
not currently

How did you hear about the above vacancy?

Newspaper ad     Newspaper article     Radio/TV     Mail notice

Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I am passionate about the arts, and have served in governing board capacities for both Planned Parenthood of SW Oregon (including development and finance committees), and my homeowners association in Olympia WA (treasurer, de facto president). Over the course of my professional career (now retired) I served in communications leadership positions, including 13 years as Dir. of Communications at the UO College of Arts and Sciences and 3 years as Dir. of Campaign Communications for WA State University

2. What specific contribution do you hope to make?

As a new "returnee" to Springfield, I will be on a learning curve in terms of the arts scene in Springfield, and hope that fresh perspective might be helpful. I also hope my extensive experience in communications, governance, budget management and fundraising support would be a resource to the commission. (Here's a link to my LinkedIn profile for details: <https://www.linkedin.com/in/lisa-raleigh/>) I'm eager to deploy whatever skills would be relevant in service of my enthusiasm for the arts in Springfield.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I have just started a training program at the Jordan Schnitzer Museum of Art on the UO campus to become a volunteer "exhibition interpreter" (like a docent, but more interactive), and, when I lived in Ashland from 2017-21, I was very involved with the Oregon Shakespeare Festival as both a volunteer usher and paid consultant to the fundraising team which frequently took me behind the scenes on productions. I also did communications consulting for Arts Midwest, a regional arts consortium based in Minneapolis.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I am just now relocating to Springfield; after many years of moving around, I've decided to permanently settle in retirement here. I first moved to Springfield from CA in 1996, owned a house here till 2004, moved to Eugene, then eventually to Ashland then WA State—returning now (finally!) It's exciting to see how far Springfield has come in terms of revitalizing downtown, and how that revitalization is centered around the arts, part of what prompted me to retire here. Would love to be involved in helping the arts continue to thrive.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: I just learned about openings on the Arts Commission, and the 9/26 deadline, so wasn't able to attend a meeting

prior to submitting application—but I have read all of the 2025 minutes, and the next meeting on my calendar. Meanwhile, I

attended the Block Party and Sept. Arts Walk, to get re-acquainted with downtown prior to moving back. Fun!

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Applicant Signature: Lisa Raleigh

Digitally signed by Lisa Raleigh  
Date: 2025.09.26 12:05:54 -07'00'

Date: \_\_\_\_\_

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

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Top Three Board / Commission / Committee applying for:

1. Arts Commission  2. - 3. -

Name: Charly Swing

Home address:                      Springfield 97477  
                    Street City Zip

Mailing address:                      Springfield 97477  
                    Street City Zip

Day Phone:                      Evening phone:                     

Email Address:                     

Preferred Form of Contact: Text

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 2 years  
If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): 2

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: Artist Place of employment/School: Self-employed

Business address:                     

Education: Master of Fine Arts, New York Academy of Art

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
NA

How did you hear about the above vacancy?  
 Newspaper ad     Newspaper article     Radio/TV     Mail notice  
 Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 11/24/2025  
**Meeting Type:** Work Session  
**Staff Contact/Dept:** Erin Fifield/Community Development  
**Staff Phone No:** 541-726-2302  
**Estimated Time:** 10 Minutes  
**Council Goals:** Community and Economic Development and Revitalization

**S P R I N G F I E L D  
C I T Y C O U N C I L**

---

**ITEM TITLE:**

Community Development Advisory Committee (CDAC) applicant interviews

**ACTION REQUESTED:**

Interview three applicants for three vacancies on the Community Development Advisory Committee (CDAC) and decide on appointment.

**ISSUE STATEMENT:**

The Community Development Advisory Committee (CDAC) will have four vacant positions on January 1, 2026 due to the following:

- Death of a CDAC member part way through her 2nd term
- Removal of a CDAC member by City Council due to multiple absences
- An expiring term of a CDAC member who chose not to reapply
- An expiring term of a CDAC member who did choose to reapply

Savannah Olsen reapplied to serve on the CDAC, and Council Leadership decided there is no need to interview her.

Three additional applications were received for the remaining three positions:

- Mike Koivula
- Taylor Travess
- Conor Gagner

Two of the vacancies are for a 4-year term. One vacancy is to fill out the remaining two years of a term.

**DISCUSSION/FINANCIAL IMPACT:**

The existence and work of the Community Development Advisory Committee (CDAC) are important expressions of the desire for community participation in the City's housing and community development activities. The CDAC provides recommendations to the City Council on short and long term housing and community development needs, objectives, priorities and planning documents as required by federal U.S. Department of Housing and Urban Development (HUD) program regulations. The CDAC also provides recommendations to the City Council on the best use of the City's allotment of federal Community Development Block Grant (CDBG) program funds. These funds could be used to support housing programs, social services, affordable rental and home ownership housing development, neighborhood revitalization activities, parks and street construction and downtown redevelopment.

---

**Attachments**

1. CDAC applicant questions
2. Koivula application
3. Travess application
4. Gagner application
5. CDAC roster

## **Community Development Advisory Committee (CDAC) Interview Schedule & Questions**

### ***Schedule***

- *Mike Koivula*
- *Taylor Travess*
- *Conor Gagner*

### ***Interview Questions for applicant***

1. What strength or skills would you bring to the CDAC?
2. How do you think the work of the CDAC improves our community?
3. If you could make one positive change in Springfield, what would it be?



Rec'd by jz  
09/16/2025

# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

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Top Three Board / Commission / Committee applying for:

1. CDAC  2. \_\_\_\_\_ 3. \_\_\_\_\_

Name: Michael G. Koivula  
First Middle Initial Last

Home address: [redacted]  
Street City Zip

Mailing address: same as above  
Street City Zip

Day Phone: [redacted] Evening phone: same

Email Address: [redacted]

Preferred Form of Contact: email

Do you live within the Springfield city limits?  Yes  No  No  No  
If yes, how long? 30 years  
If no, do you live inside Springfield's Urban Growth Boundary?  
 Yes  No

Ward number (City residents only): 2

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: retired Place of employment/School: \_\_\_\_\_

Business address: \_\_\_\_\_

Education: BS Geology Washington State University

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
citizens advisory committee for LRAPA

How did you hear about the above vacancy?  
 Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I was a Planning Commissioner and represented the Planning Commission on CDAC for a couple of years. I keep up to date on issues that CDAC is involved in through local, State and National news.

2. What specific contribution do you hope to make?

Given that we may see decreases in Federal support for CDBG funding, it is important to try to wisely use the funds that are available in the most useful manner for the community.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I helped guide CDAC in a few allocation discussions into funding for better support for the home improvement loan program. I know land use laws, so was able to discuss an issue with CCS zoning when they applied for CDAC support. I try to be well informed and make sure I fully understand issues before making decisions.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

Funding cuts may be big impacts to CDAC, it's a great program and we need to try to protect its existence and abilities. It serves the people of Springfield well. I would like to help do that.


5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: I understand that there have been some issues with getting a quorum at some meetings. I am committed as a  
volunteer and seldom miss meetings. I try to be well prepared for the meeting subjects and would be honored to be a part  
of CDAC again. My LRAPA meetings are only 1 hour per month, so I have plenty of free time for CDAC

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

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Applicant Signature: 

Date: 5/16/25

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I have extensive construction and development experience in Springfield and the surrounding areas. Before starting my own construction business, I worked for the largest restoration company in the world, where I gained valuable expertise in large-projects and disaster recovery. Today, I own and operate a successful construction company with over 13 employees and a more than 50 subcontractors and partners. My role involves overseeing daily operations, managing resources, budgeting and guiding project development from start to finish, as well as hiring and leading the team to ensure continued growth and success.

2. What specific contribution do you hope to make?

I hope to bring a wide range of resources to support the decisions made within the committee. When we present our judgment matter, I want to serve as a reliable resource who can provide valuable information and diverse perspectives for everyone in goal is to make a positive impact on development, economics, and social understanding.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

I have been actively involved in the community from a young age. My family has played a significant role in the development of Springfield, and I take tremendous pride in that legacy. I am committed to continuing these efforts and further strengthening my involvement in the community I am proud to call home. My roots in Springfield run deep—from participating in youth athletics playing baseball at the University of Oregon. Throughout every stage of my education, I took part in leadership groups and my priority to support others by sharing the resources and opportunities I have been fortunate to access.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

The areas I am most passionate about are economics and city development, as I believe they are critical to the well-being and success of our community. I want to play an active role in shaping these areas and be a strong influence in the continued progression of Springfield.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

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I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: \_\_\_\_\_

Date: 9/5/2025

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

- When possible, council will not appoint people currently serving on another governing body to the Planning Commission or Budget Committee.
- When appointing people to any of the other city boards, commissions or committees, the Council shall take into account whether that person is being reappointed for a subsequent term, is currently serving on another governing body or currently appointed to another city board, commission or committee.
- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. CDAC - Community Development Advisory C  2. Arts Commission  3. Planning Commission

Name: Conor B Gagner

First Middle Initial Last

Home address: [Redacted] Springfield 97477

Street City Zip

Mailing address: [Redacted] Springfield 97477

Street City Zip

Day Phone [Redacted] Evening phone [Redacted]

Email Address: [Redacted]

Preferred Form of Contact: Call or Text

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 1 year, 19 total

If no, do you live inside Springfield's Urban Growth Boundary?

Yes  No

Ward number (City residents only): 1

Are you a Springfield property owner?  Yes  No

Are you a Springfield business owner?  Yes  No

Are you a registered voter?  Yes  No

Occupation: Housing Support Services Advocate Place of employment/School: Hope & Safety Alliance -

(fka Womenspace)

Business address: 1577 Pearl Street Ste. #200 Eugene, OR 97401

Education: Bachelor of Science in Sociology

Are you currently serving on any other board, committee, or commission? If so, please list them here:

How did you hear about the above vacancy?

- Newspaper ad  Newspaper article  Radio/TV  Mail notice
- Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I have worked in the social services field, specifically in domestic violence, sexual assault, human trafficking and stalking advocacy for over 3 years. I became passionate about the housing crisis and survivor advocacy while attending the University of Oregon to get my bachelor degree in sociology. One of the largest barriers to leaving that DV survivors face is the lack of access to affordable housing. Hope & Safety Alliance partnered with Cornerstone Community Housing to provide set-asides for survivors in their new Alma Apartments low-income housing development, and I would like to see more projects like Alma in our community.

2. What specific contribution do you hope to make?

I believe that my current work engaged with both homeless individuals and families as well as those at-risk of homelessness in Lane County gives me a front-line perspective on what kind of support our community needs in regards to affordable housing and community development projects. This perspective would inform any contribution I would make in an advisory capacity, and if given a position on the Community Development Advisory Committee, I would use it to advocate for those in our communities who are hurting the most.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

As a tribal member and former social services government employee of the Confederated Tribes of Coos Lower Umpqua and Siuslaw Indian's Circles of Healing program, I served indigenous survivors throughout Lane County, often assisting them in accessing local housing programs and services or enrolling them in COH's transitional housing program. I've continued work in that field serving the county at large within Hope & Safety Alliance's housing program in a number of capacities, including as a Front Door Assessor for Lane County Coordinated Entry.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I grew up in Springfield and I care deeply about this community. It pains me when I hear from my fellow locals that to due to the rising costs of renting and buying homes in Springfield that they feel they're being priced out of their own community. The housing crisis continues to ravage Lane County, and in my career I see it's impact every day. While the work I do does assist folks in need on an individual level, for a long time I have felt drawn to impacting positive change on a broader scale. If appointed as a member, I would do my best to be an asset to the Community Development Advisory Committee.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature

Date: 9/26/2025

For more information  
Return this application

00  
Springfield Oregon 97477

# City of Springfield Community Development Advisory Committee

Updated November 10, 2025

<b>Name</b>	<b>Term began</b>	<b>(Re)appointed</b>	<b>Expiration</b>	<b>Current status</b>
<b>Steve Moe</b> City Councilor	At will of City Council			Non-voting member
<b>Erin Fifield</b> City staff	n/a			Non-voting member
<b>Pat Greenwell</b> Planning Commissioner	At will of Planning Commission (beginning 2025)			Liaison from the Planning Commission
<b>Savannah Olsen</b>	1/1/2022		12/31/2025	1 <sup>st</sup> term, applying for 2 <sup>nd</sup> term
<b>John Aaron</b>	1/1/2024		12/31/2027	1 <sup>st</sup> term
<b>Rebecca Cashero</b>	3/7/2022	12/4/2023	12/31/2027	1 <sup>st</sup> term
<b>Catrina Mathewson</b>	4/4/2023	-	12/31/2025	Finishing out the remaining term of a vacated member
<b>VACANT</b>			12/31/2027	
<b>VACANT</b>			12/31/2025	

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<b>AGENDA ITEM SUMMARY</b>	<b>Meeting Date:</b>	11/24/2025
	<b>Meeting Type:</b>	Work Session
	<b>Staff Contact/Dept:</b>	Sandy Belson/Community Development
	<b>Staff Phone No:</b>	541-736-7135
<b>S P R I N G F I E L D</b>	<b>Estimated Time:</b>	15 Minutes
<b>C I T Y C O U N C I L</b>	<b>Council Goals:</b>	Mandate

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**ITEM TITLE:**

Planning Commission Interviews

**ACTION REQUESTED:**

Interview three applicants for the Planning Commission to fill two vacancies.

**ISSUE STATEMENT:**

Three candidates have applied for two vacancies held by Bruce Webber, whose term expires December 31st, 2025, and Andrew Buck, who resigned after he was appointed to City Council. Andrew Buck's term would have concluded on December 31st, 2028. Bruce Webber is not seeking to serve a second term.

**DISCUSSION/FINANCIAL IMPACT:**

The City received three (3) applications during a six-week recruitment process.

The Springfield Planning Commission is a seven-member volunteer Commission appointed by the City Council. The members serve four-year terms that are staggered. Positions are "at-large", and do not represent specific geographic areas. Of the seven members, two may live outside the city limits (but within the Urban Growth Boundary) and two may be involved in the Real Estate profession. No more than two voting members shall be engaged in the same kind of business, trade, profession or occupation. At present, no two Commissioners are involved in the same profession and all Commission members reside within the city limits.

The Council is scheduled to appoint the new Commissioner at the Regular Session during Council Business on Monday, December 1st, 2025.

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**Attachments**

1. Interview Questions
2. Planning Commission Roster
3. DePuy Application
4. Gomer Hernandez Application
5. Werner Application

## Planning Commission Interview Questions

1. What attracted you to apply to the Planning Commission?
2. Economic Development and Infrastructure are two major Council goals. If you think about how development happens, do you have any opinions on how costs should be shared between developers and the public?
3. If you had a magic wand and you had the ability to change Springfield Development Code, what would you change?
4. How would you like to see the City change in the next 10 years and how do you see the Planning Commission helping to change the City?
5. Describe the relationship between the Planning Commission and the City Council? City Staff and Planning Commission?

## **City of Springfield Planning Commission**

MAILING ADDRESS	PHONE	APPOINTMENT DATE	RE- APPOINTMENT DATE	EXPIRATION DATE
<b>Callee Ackland</b> Springfield, OR 97477 <a href="mailto:cackland@springfield-or.gov">cackland@springfield-or.gov</a>	Tenant Support Specialist	06/16/2025 Comm to finish Comm Rhoads term		12/31/2026
<b>Seth Thompson</b> Springfield, Oregon 97477 <a href="mailto:sthompson@springfield-or.gov">sthompson@springfield-or.gov</a>	Program Analyst	10/03/2022		12/31/2026
<b>Morgan Driggs</b> Springfield, Oregon 97478 <a href="mailto:cdriggs@springfield-or.gov">cdriggs@springfield-or.gov</a>	Community Development Technician	12/03/2024 Comm. Driggs to Finish Stout's term		12/31/2026
<b>Steven Schmunk</b> Springfield, Oregon 97478 <a href="mailto:sschmunk@springfield-or.gov">sschmunk@springfield-or.gov</a>	Retired	10/03/2022		12/31/2026
<b>Bruce Webber</b> Springfield, Oregon 97477 <a href="mailto:bweber@springfield-or.gov">bweber@springfield-or.gov</a>	Commercial Lending	12/04/2021 Comm Webber to Finish Bergen's term		12/31/2025
<b>Vacant</b>				
<b>Pat Greenwell</b> Springfield, Oregon 97477 <a href="mailto:pgreenwell@springfield-or.gov">pgreenwell@springfield-or.gov</a>	Draftsman	1/01/2025		12/31/2028

**Note: Springfield Planning Commissioners serve four-year terms. Two members may reside outside the Springfield City limits but within the Urban Growth Boundary and two members may be employed in the same profession such as real estate.**

### **CONTACTS: SPRINGFIELD DEVELOPMENT AND PUBLIC WORKS DEPARTMENT**

**Sandy Belson:** Comprehensive Planning Manager 541-736-7135

**Sarah Weaver:** Comprehensive Planning Administrative Specialist 541-726-3653

**Council Liaison:** Vacant



Red'd- 09/25/2025- AP
Application for a City of Springfield
Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

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When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. SPAC-Springfield Police Advisory Committee 2. Planning Commission 3. CDAC - Community Development Advisory Co

Name: Walter A DePuy

Home address: [Redacted] Springfield, 97477

Mailing address: [Redacted] Springfield, 97477

Day Phone: [Redacted] Evening phone: [Redacted]

Email Address: [Redacted]

Preferred Form of Contact: Email and phone are equally as good

Do you live within the Springfield city limits? [ ] Yes [x] No If yes, how long? If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): UGB [x] Yes [ ] No

Are you a Springfield property owner? [ ] Yes [x] No

Are you a Springfield business owner? [ ] Yes [x] No

Are you a registered voter? [x] Yes [ ] No

Occupation: Juvenile Justice Specialist Place of employment/School: Lane County Youth Services

Business address: 2727 Martin Luther King Jr Blvd, Eugene, OR 97401

Education: Bachelor of Science in Political Science, Oregon State University

Are you currently serving on any other board, committee, or commission? If so, please list them here: No

How did you hear about the above vacancy? [ ] Newspaper ad [ ] Newspaper article [x] Radio/TV [ ] Mail notice [ ] Word of mouth [ ] Board/Commission/Committee member [ ] Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

SPAC: I have been raised around the criminal justice system as my father was a prosecutor. My educational journey led me to study criminal justice at LCC before focusing heavily on constitutional law and local government at OSU.

CDAC: I have been a resident of Springfield for nearly 27 years. I love this city and greatly want to see it grow and expand while maintaining the beautiful qualities that make this city great. For example the quiet atmosphere, open green spaces, and tight community.

2. What specific contribution do you hope to make?

SPAC: I seek to bring an open-minded, younger view to the committee. As someone who works with criminally involved youth, I wish to be an advocate for policies that support them. I also want to be involved with developing new policies that make sense for both the department and the community. In part, by learning for other departments who have attempted to solve similar challenges.

CDAC: I want to continue developing the downtown area into bustling heart of the community. Seeking to explore annexing the Glenwood area and developing the waterfront.

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

Youngest graduate of the Master Recycler Program  
Former library volunteer.

This would be my first formal committee

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I firmly believe that everyone should have a role in their community and I know that serving on one of these boards is the best way in which I can be of service to the community at large. I hope to further communication between the SPAC and the department itself so that both sides can work together to provide a safe and vibrant community. As part of the planning commission, I hope to work with community developers to bring much needed business and residential growth in areas that make sense.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: \_\_\_\_\_

Date: 9/25/25

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

Having been a PPPM major during college and currently working at the city of Creswell has exposed me to the world of planning. I have worked on community development plans for the city such as helping in the creation of the city's Economic Opportunity Analysis to help develop the local economy, as well as having the privilege to have previously worked with Safe Routes to School on projects to increase pedestrian and bicycle safety throughout the Eugene-Springfield Area.

2. What specific contribution do you hope to make?

I hope I am able to help create a welcoming, safe, affordable, and lively environment for the new city I now call home. I hope that I will have a positive impact in my local community and that will leave a lasting impact that will lead Springfield into a brighter future

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

Having just moved into the local community I don't have a lot of experiences yet with local activities. I do hope to become a larger part of the community once I am fully settled in. I have however in the meantime enjoyed the Willamalane Park, the bustling downtown, and walking around my neighborhood.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I want to become a board member because I hope that I could help my local community grow and prosper. I want to be an active member of my new home and I want to help create an environment that continues to be as welcoming as it has been to me and my fiancée.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

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I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: Fabian G.H. Date: 8/26/2025

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



Rec'd by jz  
08/27/2025

# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1.  Planning Commission  2.  SPAC-Springfield Police Advisory Committee  3.  CDAC - Community Development Advisory C

Name: Wendy V Werner  
First Middle Initial Last

Home address: [REDACTED]  
Street City Zip

Mailing address: Same as above  
Street City Zip

Day Phone: [REDACTED] Evening phone: [REDACTED]

Email Address: [REDACTED]

Preferred Form of Contact: email/text

Do you live within the Springfield city limits?  Yes  No  $\Rightarrow$  If yes, how long? 35 years  
If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): 4

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: Banker Place of employment/School: Heritage Bank NW

Business address: [REDACTED]

Education: Associate of Arts Oregon Transfer Degree from Lane Community College 2011

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
Springfield Rotary - Membership Committee and District 5110 Conference 2026

How did you hear about the above vacancy?  
 Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I currently serve as an Assistant Relationship Banking Officer at Heritage Bank NW, where I partner with individuals and businesses to strengthen financial stability and support long-term community growth. I bring over 20 years of professional leadership and customer service experience, including managing teams, ensuring compliance with regulations, and developing strong business and community partnerships. My career has focused on problem-solving, risk management, and relationship building—all skills that directly align with the needs of city boards and committees. In addition, my experience in security solutions and community leadership roles has given me a broad perspective on both economic development and public safety.

2. What specific contribution do you hope to make?

I hope to contribute a balanced, community-first perspective that blends financial knowledge with practical solutions. My goal is to ensure that city decisions support both residents and local businesses while keeping community values at the center.

For Planning, I can contribute insight into how development affects families, businesses, and long-term growth.

For the Police Advisory Committee, I bring skills in communication and trust-building that can help strengthen the relationship between

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

Community involvement has always been an important part of my life. I've served as Springfield Rotary Captain of the Great Rotary Raffle and Chair of the Rotary Foundation, both of which raise significant funds for local causes. As an instructor with Junior Achievement, I teach financial literacy to students. In the past, I have served as a Scout Leader, Board Member for Head Start of Lane County, President of Willamette Valley BNI, and a volunteer for Food for Lane County. These experiences reflect my long-standing commitment to building strong community connections and supporting families in Springfield.

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

I am particularly passionate about:

Public Safety & Trust - ensuring safety while strengthening relationships between law enforcement and residents.

Economic Growth & Small Business Support - encouraging development that supports entrepreneurs, creates jobs, and strengthens Springfield's business community.

Affordable Housing & Family Services - advocating for accessible housing and resources for families.

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: \_\_\_\_\_

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

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Applicant Signature: Wendy V. Werner Date: 8/27/25

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 11/24/2025  
**Meeting Type:** Work Session  
**Staff Contact/Dept:** Emily David/Library and Museum  
**Staff Phone No:**  
**Estimated Time:** 10 Minutes  
**Council Goals:** Mandate

**S P R I N G F I E L D  
C I T Y C O U N C I L**

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**ITEM TITLE:**

Library Advisory Board Applicant Interviews

**ACTION REQUESTED:**

Interview two applicants for one open position on the Library Advisory Board. Decide to appoint or not appoint one of the two applicants to the full-term open position.

**ISSUE STATEMENT:**

The Library Advisory Board (LAB) has two open positions beginning December 31, 2025. Robyn Loudon, current LAB chairperson, whose term expires December 31, 2025, has reapplied and been directly appointed to a second full term. Another full term is open starting December 31, 2025, due to the expiration of a board member's term. Two additional applications were received for the remaining open position.

**DISCUSSION/FINANCIAL IMPACT:**

The Library Advisory Board received three applications for two full-term open positions. Robyn Loudon, the current LAB chair, who reapplied, was directly appointed to one full term. The LAB requests that the Council interview the two other applicants who applied during the application period ending September 26, 2025, and appoint one to the remaining open full-term position ending December 31, 2029. Both applicants have attended a LAB meeting and the LAB believes they are both eligible candidates.

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**Attachments**

1. Council Approved LAB Interview Questions
2. Finch\_Molly\_Redacted Application
3. Lauinger\_James Redacted Application
4. Current LAB Roster

## **Council Approved Library Advisory Board Questions (11/2025)**

1. What strengths or skills would you bring to the Library Board?
2. How do you think the work of the Library Board improves our community?
3. If you could make one positive change in Springfield, what would it be?



# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

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- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1.  Library Board     2. BPAC - Bicycle/Pedestrian Committee     3.  CDAC - Community Development Advisory C

Name: Molly A Finch

First Middle Initial Last

Home address: [Redacted]

Street City Zip

Mailing address: [Redacted]

Street City Zip

Day Phone: [Redacted] Evening phone: [Redacted]

Email Address: [Redacted]

Preferred Form of Contact: Email

Do you live within the Springfield city limits?  Yes  No  If yes, how long? 5 years  
If no, do you live inside Springfield's Urban Growth Boundary?  Yes  No

Ward number (City residents only): \_\_\_\_\_  Yes  No

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: Box Office Manager Place of employment/School: City of Eugene - Hult Center

Business address: One Eugene City Center, Eugene OR 97401

Education: Bachelors Degree from UofO

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
n/a

How did you hear about the above vacancy?  
 Newspaper ad     Newspaper article     Radio/TV     Mail notice  
 Word of mouth     Board/Commission/Committee member     Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

Printed on Recycled Paper





SEP 23 REC'D

# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

City Manager's Office • 225 Fifth Street • Springfield, OR 97477

**PLEASE NOTE:**

- When possible, council will not appoint people currently serving on another governing body to the Planning Commission or Budget Committee.
- When appointing people to any of the other city boards, commissions or committees, the Council shall take into account whether that person is being reappointed for a subsequent term, is currently serving on another governing body or currently appointed to another city board, commission or committee.
- When possible, the Council will appoint people to serve on one City board, commission or committee only.

Top Three Board / Commission / Committee applying for:

1. Library Board \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Name: James L Lauinger

First Middle Initial Last

Home address: [Redacted] Springfield Oregon, 97478

Street City Zip

Mailing address: Same

Street City Zip

Day Phone: [Redacted] Evening phone: Same

Email Address: [Redacted]

Preferred Form of Contact: email

Do you live within the Springfield city limits?  Yes  No ➔ If yes, how long? 1 1/2 years  
If no, do you live inside Springfield's Urban Growth Boundary?

Ward number (City residents only): 6  Yes  No

Are you a Springfield property owner?  Yes  No  
Are you a Springfield business owner?  Yes  No  
Are you a registered voter?  Yes  No

Occupation: Retired, volunteer at Sp. Lib. Place of employment/School: \_\_\_\_\_

Business address: \_\_\_\_\_

Education: BS. Business Admin, Portland State College, MS. Retail Marketing, New York University

Are you currently serving on any other board, committee, or commission? If so, please list them here:  
Currently was asked to stay another year on the Bellevue WA diveristy Advantage Committee, Bellevue WA, virtually.

How did you hear about the above vacancy?  
 Newspaper ad  Newspaper article  Radio/TV  Mail notice  
 Word of mouth  Board/Commission/Committee member  Internet

(Over, please)

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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# Application for a City of Springfield Citizen Advisory Board/Commission/Committee

Please print or type:

1. What experiences / training / qualifications do you have for this particular board / commission / committee?

I have had extensive Boards and Commissions experience in Bellevue and Kirkland WA. My 12 year retirement job was with King County Library Systems where I performed at the levels of both Page and as a Library Technical Assistant. Beyond my regular shifts at the Bellevue location, I worked Page and LTA shifts in 28 of our 50 locations. I served on several KCLS corporate committees as well.

2. What specific contribution do you hope to make?

I believe my 12 years experience at the Bellevue Library as part of the large King County Library System, and my 1 1/2 year experience as a volunteer Page for the Springfield Library has given me experience working effectively in nearly 30 very small community libraries to extra large units with circulations nearing 2 million annually. I am a strong believer in the role libraries play in the communities democratic process, and the role they must play in helping families navigate societal issues, literacy, and a strong sense of

3. Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will not necessarily disqualify you from consideration.)

In Kirkland I was a member/President of Rotary, member/Chair Chamber of Commerce, member United Way Eastside Council, member/Chair Eastside Human Services Forum, member/Chair Kirkland City Planning Commission, member/Mayor Kirkland City Council, member/Chair Hopelink, member, Bellevue Diversity Committee and liaison to the Centering Communities of Color committee. Civic engagement with transformational leadership is the foundation of a sound and growing community,

4. What community topics concern you that relate to this board / commission / committee? Why do you want to become a member?

Providing a free and open, facility where all community members can have a sense of belonging is vital to all communities. Also, communities and school districts are challenged in terms of literacy, and must rely on local libraries to provide material and events to bolster adequate learning, and in turn help parents and families with similar needs for their children. Next, a strong community library provides essential community building ingredients that are waning in society today. Finally, strong community libraries can be strong wel

5. Most boards / commissions / committees meet monthly. Subcommittees may meet more frequently. Meetings generally last one and one-half hours. <sup>coming places from new arrivals and for our diverse communities</sup> **It is highly recommended you attend a meeting before submitting the application.** Please read the news release for this position which contains the normal dates and times for these meetings and can be found at <http://www.springfield-or.gov/city/newsroom/news-room-articles/>. Are you available to attend meetings on the dates listed for this committee?

Yes  No

Comments: Yes I can attend the meeting times and dates.

I have avoided attending a current meeting dueto the current series of meeting dealing with the current City Budget concern.

I certify the information in this application and attachments are true and complete to the best of my knowledge. I understand that false or misleading statements or missing information is cause for rejection of application, removal of name from eligible list, or dismissal from the position. I hereby waive my rights to claims or damages against any employer and the City of Springfield, its officers, agents, and employees, in regard to this exchange of information. I hereby authorize to permit the City of Springfield and/or the Springfield Police Department to review my background information and if required my DMV records. I have reviewed the Advisory and meet the minimum requirements to serve/volunteer in the desired position. I also authorize to permit any materials listed above to be copied and retained by the City of Springfield. I authorize the use of my photograph.

I will defend, indemnify and hold harmless the City of Springfield, its officers, employees, and agents from and against all liability or loss and against any and all claims, actions, causes of actions, proceedings or appeals based upon or arising out of or arising from or in connection with my conduct or performance as a volunteer with the City of Springfield including but not limited damage or injury to persons or property and including without limitation attorney fees and expenses; except for losses, claims or actions resulting from the sole negligence of the City of Springfield.

Applicant Signature: 

Date: 9/25/2025

For more information please call the City Manager's Office 541.726.3700  
Return this application to the City Manager's Office, 225 Fifth Street, Springfield Oregon 97477

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## **LIBRARY ADVISORY BOARD MEMBERS**

- Myra Breen – Voting Member
- Roy Burling – Voting Member
- Ofelia Guzman – Voting Member
- Heather Huerta – Voting Member
- Robyn Loudon – Voting Member and Current Chair
- Angela Miceli – Voting Member
- Violet Olszyk – Voting Member
- Rebekah Weed – Voting Member and Past Chair
- Curtis Wyant – Voting Member
- [Sean VanGordon](#) – City Council Liaison
- [Emily David](#) – Library Liaison. 541-726-2235

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<b>AGENDA ITEM SUMMARY</b>	<b>Meeting Date:</b>	11/24/2025
	<b>Meeting Type:</b>	Work Session
	<b>Staff Contact/Dept:</b>	Katherine Carroll/Community Development
	<b>Staff Phone No:</b>	
	<b>Estimated Time:</b>	15 Minutes
<b>S P R I N G F I E L D C I T Y C O U N C I L</b>	<b>Council Goals:</b>	Promote and Enhance our Hometown Feel while Focusing on Livability and Environmental Quality

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**ITEM TITLE:**

Renewal of System Development Charge (SDC) Waivers for Affordable Homeownership

**ACTION REQUESTED:**

Give staff direction on the following questions:

1. Does Council want to continue offering the SDC waivers?
2. If so, does Council agree with staff's recommended program cap and changes to the guidelines?

**ISSUE STATEMENT:**

To encourage the development of more housing that is affordable to prospective homebuyers with low incomes, the Council adopted a temporary program to waive system development charges (SDCs) for new housing that will be sold to households with low incomes at an affordable price. The temporary program is set to expire in December 2025, and the Council is asked to decide whether to renew it.

**DISCUSSION/FINANCIAL IMPACT:**

System development charges (SDCs) are one-time charges imposed on development to accumulate the capital needed to provide sufficient capacity in infrastructure systems to accommodate that development. SDCs are collected at the time of building permit issuance, adding onto the upfront costs of doing development, and as such can be a challenge to making a project pencil. Waiving SDCs is one way the City can incentivize certain types of development by reducing upfront costs.

Since 2023, the City has temporarily waived City SDCs for income-qualified homeownership housing to be sold to households with low incomes (below 80% of the area median income). Housing must be sold affordably and be occupied by an income-qualified buyer for five years to qualify for the waiver. The City has so far approved SDC waivers for nine homes under this allowance.

This SDC Waiver is set to expire at the end of 2025. Staff are aware of at least two planned income-qualified homeownership housing projects in Springfield which are targeting development within the next few years. Staff recommends extending the waiver program through the end of 2029 with some changes to the guidelines to better streamline administration and help ensure program compliance. No major policy changes are recommended at this time.

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**Attachments**

1. CBM Renewal of SDC Waiver for Homeownership
2. Draft Updated SDC Waiver Guidelines (clean)
3. Draft Updated SDC Waiver Guidelines (tracked-changes)

**MEMORANDUM**

**City of Springfield**

**Date:** 11/24/2025

**To:** Nancy Newton **COUNCIL**

**From:** Jeff Paschall, Community Development Director **BRIEFING**  
 Katie Carroll, Housing Analyst

**Subject:** Renewal of System Development Charges **MEMORANDUM**  
 Waivers for Affordable Homeownership

**ISSUE:** To encourage the development of more housing that is affordable to prospective homebuyers with low incomes, the Council adopted a temporary program to waive system development charges (SDCs) for new housing that will be sold to households with low incomes at an affordable price. The temporary program is set to expire in December 2025, and the Council is asked to decide whether to renew it.

**COUNCIL GOALS/**

**MANDATE:**

Promote and Enhance our Hometown Feel While Focusing on Livability and Environmental Quality

**BACKGROUND:**

System development charges (SDCs) are one-time charges imposed on development to accumulate the capital needed to provide sufficient capacity in infrastructure systems to accommodate that development. The City charges SDCs for transportation, stormwater, and local wastewater systems. The City also collects regional wastewater SDCs on behalf of the Metropolitan Wastewater Management Commission and park SDCs on behalf of the Willamalane Park and Recreation District (Willamalane).

SDCs are collected at the time of building permit issuance, adding onto the upfront costs of doing development, and as such can be a challenge to making a project pencil. Waiving SDCs is one way the City can incentivize certain types of development by reducing upfront costs. Waiving SDCs reduces the funds the City has available for transportation, stormwater, and local wastewater capital projects. The result of waiving SDCs is that the City will not be able to build as many infrastructure projects, or for wastewater and stormwater, ratepayers bear more of the construction costs for future projects.

In an effort to incentivize development of more housing that is affordable to prospective homebuyers with low incomes in Springfield, the Council adopted a temporary program in 2022 as part of the City’s Housing Strategy to waive City SDCs for income-qualified housing that will be sold to households with low incomes (below 80% of the area median income, AMI) and kept affordable for at least five years. The SDC waiver for affordable homeownership ends when \$300,000 in SDC charges are waived or December 31, 2025, whichever comes first.

Willamalane SDC Waiver

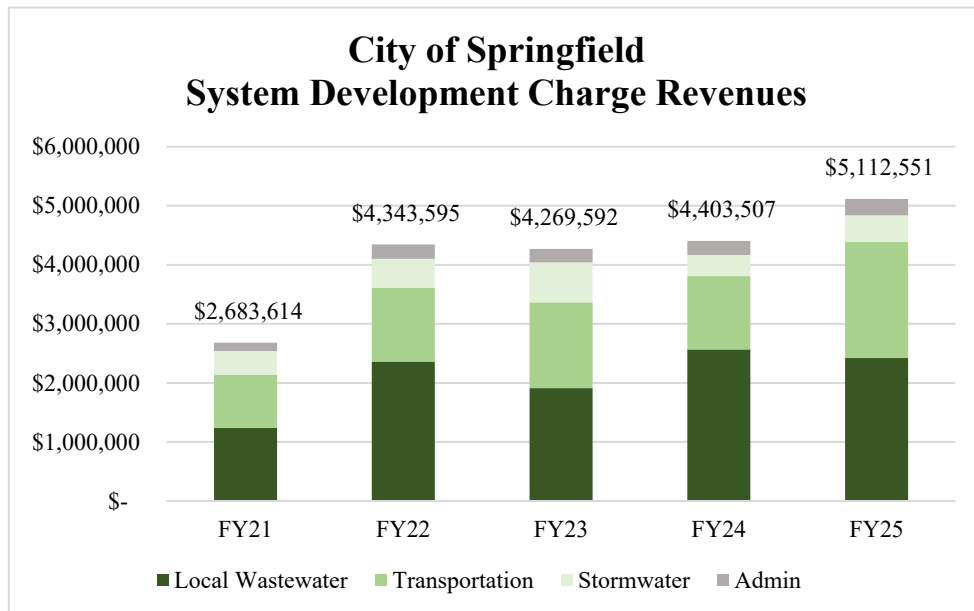
The City’s waiver does not apply to SDCs collected by or on behalf Willamalane, the Springfield Utility Board, or Metropolitan Wastewater Management Commission. As part of its recent SDC methodology update, Willamalane adopted a SDC waiver for income-qualified homeownership housing that mirrors the City’s program. If an applicant is awarded a waiver of City’s SDCs, they are also eligible for a waiver of Willamalane’s park SDCs.

Willamalane’s SDC waiver is also set to expire December 31, 2025, and City staff have been

coordinating with Willamalane staff as both governing bodies consider extending their waiver programs.

### SDCs BY THE NUMBERS:

The below chart shows City SDC revenues by fund for fiscal years (FY) 2021 through 2025. The City has collected an average of approximately **\$4.1 million** in City SDCs per year over the last five FYs.



#### Affordable Homeownership SDC Waiver

Since implementing the SDC waiver for affordable homeownership in 2023, the City has waived SDC charges for **nine housing units**. These waivers were for housing developed by a small private developer and Habitat for Humanity. The SDC fees waived for the six Habitat units totals approximately **\$62,000**. The private developer was unable to meet the program requirements and ultimately repaid the waived SDCs for three units.

#### ADU SDC Waiver

In addition to the SDC waiver for affordable homeownership housing, the City currently waives SDCs for accessory dwelling units (ADUs). The City has offered the ADU SDC waiver since 2017. The below chart shows the total SDC charges waived and for how many ADUs per fiscal year (FY). The City has waived an average of approximately **\$83,000 per FY** for ADUs and that waiver is set to end on June 30, 2027.

#### System Development Charge Waivers - ADUs

Fiscal Year*	FY21	FY22	FY23	FY24	FY25
<b>SDCs Waived</b>	\$113,792	\$103,609	\$70,886	\$108,103	\$19,810
<b># ADUs</b>	16	13	10	15	2

\*Determined by date of waiver, may not correlate with year of construction.

### RENEWAL OF SDC WAIVER FOR HOMEOWNERSHIP:

**Staff recommend continuing to offer the SDC waiver for affordable homeownership housing as part of the City's Housing Strategy by adopting a set of updated guidelines (Attachment 2) for the program.**

### Upcoming Homeownership Housing Projects

Staff reached out to local developers that have done affordable homeownership housing projects to get an idea of the potential project pipeline of income-qualified homeownership housing and associated SDCs over the next four years. Of the developers contacted, two reported having planned projects. Other developers contacted did not but noted that they continue to look for opportunities to develop in Springfield.

<b>Developer</b>	<b>Project Description</b>	<b>City SDC \$ Estimate (using FY26 fee amounts)</b>
SquareOne	44 units Beginning construction 2026 or 2027	\$415,000
DevNW	12-18 units Beginning construction 2027	\$137,000 - \$205,000

### Recommended Program Cap

Staff recommends capping the program at **four years**, ending in December 2029. This is one year after the City's Housing Production Strategy (HPS) is due. This timeline would give the City an opportunity to re-examine the waiver program as part of developing and implementing its HPS to determine if the program should be continued, changed, or ended.

Staff recommends not putting a financial cap on the program. Given the current market challenges housing developers face, staff believe the need for more housing that is affordable is a high priority for the community. According to the State's Oregon Housing Needs Analysis Housing Production Dashboard, Springfield needs 2,560 units of housing to serve households from 0-80% AMI over the next eight years. Staff would report back to Council annually each year and Council could pause or financially cap the program if needed.

### Recommended Changes to Guidelines

Staff is recommending some changes to the guidelines that would not impact the main requirements to qualify for the waiver (AMI level, sales price, compliance period, eligible applicants) but would better streamline administration and help ensure program compliance. The recommended changes are summarized below and shown in tracked changes in Attachment 3.

- Clarify that the City will not waive SDC Administration Fees.
- Require waiver applicants to attend a Development Initiation Meeting (DIM) prior to applying for the waiver if a land division is needed.
- Require any needed land division for the project to be complete prior to waiving SDCs.
- Remove Option A/B Compliance Pathways. Instead, all approved applicants sign and record a program agreement. The agreement will either use standardized language and be monitored by City staff, or if the applicant already has a sufficient affordability restriction in place (as determined by the City Attorney's Office, the "Third Party Affordability Requirement") the City's agreement will reference that restriction and rely on it for enforcement.
- Add a penalty fee if the housing unit is not sold within one year.
- Extend the time cap on the program and remove the financial cap. Council can adopt a resolution at any time to pause or end the program.

Staff does not recommend exploring more significant policy updates to the waiver program at this time as those could be considered more holistically through the upcoming HPS work.

**NEXT STEPS:**

If Council chooses to renew the SDC waiver program with the proposed changes, staff will return during the December 1<sup>st</sup> regular session with finalized updated guidelines and a resolution for Council consideration. Staff will also continue coordinating with Willamalane staff on the District's SDC waiver program.

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**RECOMMENDED ACTION:**

Provide staff with direction on the following questions-

1. *Does Council want to continue offering the SDC waivers?*
  2. *If so, does Council agree with staff's recommended program cap and changes to the guidelines?*
-

# SDC Waiver for Affordable Homeownership Units Program Guidelines

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## Purpose of SDC Waiver

To address the need for more affordable homeownership opportunities in Springfield, the City is waiving System Development Charges (SDCs) to encourage the development and sale of housing units affordable to low-income homebuyers with household incomes of no more than 80% of the area median income (AMI). The City will waive its transportation, stormwater, and local wastewater SDCs assessed during the permitting process. SDC Administration Fees will not be waived. Public agencies, non-profit developers, and other, private developers may apply for the waiver.

## Program Objectives

- Reduce up-front construction costs for developers who will sell homes at an affordable price to households with incomes of no more than 80% AMI.
- Encourage the creation of homes that will provide for affordable homeownership opportunities for at least five years for income-qualified households.

## Definitions

For the purposes of this program, the following terms mean:

**Affordable Price:** An affordable price is a sales price that results in a monthly payment such that at the time of sale, the qualified homebuyer will spend no more than 35% of their gross household monthly income on housing costs. Housing costs include all payments made toward the principal and interest of any mortgages on the unit, real property taxes, homeowners and mortgage insurance, and any condominium association, homeowners' association, or housing cooperative payments (utilities are excluded).

**Third Party Affordability Requirement:** A Third Party Affordability Requirement is a nonpossessory real property interest (such as an affordable housing covenant or similar deed restriction) that requires the housing unit be sold exclusively to qualified buyers for the compliance period, runs with the land, and is enforceable. The City Attorney's Office will review documentation submitted by the applicant to determine if it meets program requirements and qualifies as a Third Party Affordability Requirement.

**Compliance Period:** The compliance period is five (5) years. The period begins when the certificate of occupancy is issued or when a qualified homebuyer closes on the property, whichever is later; it ends five years from the date it began.



**Income-Qualified Household:** Those households whose income does not exceed 80% of the area median income (AMI) for the Eugene-Springfield Metropolitan Statistical Area, based on the Federal Department of Housing and Urban Development annual Community Development Block Grant Income Limits, adjusted for household size. Income eligibility is determined by household adjusted gross income from the prior year, as well as income anticipated to be received during the coming twelve (12) month period. The gross income of all adults eighteen (18) and over who will be living in the housing unit is used to determine household income. The household's income may rise while they live in the property so long as the household was income-eligible when they first occupied the unit.

**Housing Unit:** A housing unit is permanent housing that is available for sale to income-qualified households. The unit can be any of the following uses as defined in the Springfield Development Code: detached or attached single-unit dwelling; duplex; triplex or fourplex; townhouse; cottage cluster housing; courtyard housing; single room occupancy; accessory dwelling unit; unit in a manufactured dwelling park; and multiple-unit housing. A housing unit also includes residential housing provided by means of membership in a consumer housing cooperative as defined in ORS 456.548.

**Program Agreement:** The Program Agreement is the City of Springfield's contractual agreement with the applicant which must be signed and recorded against the property the housing unit will be built on before the City will waive the SDCs. The Program Agreement requires compliance with the eligibility requirements of the waiver program.

**Qualified Homebuyer:** A qualified homebuyer is an individual belonging to an income qualified household who will be on the title or own a membership in the housing cooperative and will occupy the housing unit as their primary residence.

### Eligibility

To have City SDCs waived under this program, the following requirements must be met:

- The housing unit must be located within the City of Springfield city limits.
- The housing unit must meet all applicable requirements of the Springfield Development Code and Springfield Municipal Code.
- If the project requires a land division or middle housing land division to make the housing unit available for sale:
  - The waiver applicant must have attended a Development Initiation Meeting (DIM) for the project prior to applying for the waiver; and
  - An SDC waiver may be conditionally approved but the SDC fees will not be waived until the final plat is recorded.

- If the housing unit is part of a mixed-income development project, only SDCs for units that meet program guidelines may be waived.
- During the compliance period, the housing unit must remain occupied by a qualified homebuyer. The qualified homebuyer(s) may rent out space in the housing unit, so long as they continue to occupy it as their primary residence.
- This waiver program expires on December 31, 2029. All waiver applications under this program must be submitted on or before December 31, 2029 to be eligible for a waiver.

## Compliance

Following approval for an SDC waiver, the applicant will be required to sign a Program Agreement which must be recorded on the property. The City will not waive SDCs prior to receipt of the recorded Program Agreement.

### *Housing with a Third Party Affordability Requirement*

For housing units with an approved Third Party Affordability Requirement, the Program Agreement will reference the existing underlying affordability requirement. Compliance with the Third Party Affordability Requirement will constitute compliance with the SDC waiver program. The City reserves the right to determine at its sole discretion whether documentation submitted qualifies as an approved Third Party Affordability Requirement. The City may conduct regular monitoring for compliance and reserves the right to request documentation to verify compliance with the Program Agreement and these program guidelines.

### *Housing without a Third Party Affordability Requirement*

For housing units without an approved Third Party Affordability Requirement, the City's standard Program Agreement will be used and the applicant must provide documentation to the City verifying that the housing unit is being sold to a qualified buyer at an affordable price. This includes submitting income and housing unit sales price information to the City for verification before and after closing on the property with a buyer. If a homeowner sells the property within the five (5) year compliance period or no longer occupies it as their primary residence, the owner must pay back a portion of the waived SDCs. The amount due will be determined based on the time remaining in the compliance period (20% is forgiven after each year in the 5-year compliance period). The City will conduct regular monitoring during the compliance period and reserves the right to request documentation to verify the housing unit is occupied by the homebuyer and all other requirements of the Program Agreement and these program guidelines are met.

### *Timing of Sale*

A housing unit for which the waiver is granted must be sold in accordance with the program guidelines within one (1) year of the issuance of the certificate of occupancy or it will be considered out of compliance and the full amount of waived SDCs must be paid plus a penalty in

the amount of 10% of the waived amount. To remain compliant, the housing unit must continue to be occupied by a qualified buyer for the entire compliance period.

### Other Terms

**Approval:** By accepting an application, the City is in no way committing to waiving any SDCs. The City may deny a waiver or revoke waiver approval if program requirements or deadlines outlined in these guidelines or other related program documentation are not met.

**Additional Information:** As an application is reviewed, it may become apparent that additional information is needed from the applicant. The City may follow up with the applicant to clarify information contained in the application, or to gather additional information before making a decision. The City will not process incomplete applications.

**Reconsideration:** If an application has been denied, the applicant may submit new or additional information for reconsideration.

**Reimbursement:** The applicant should not pay for building permits until receiving City approval for the waiver and completing all necessary steps to have the SDC fees waived. The City may not reimburse SDCs for a waiver if fees have already been paid.

**Program Changes:** At any time, the City may propose such revisions, deletions, or amendments to these guidelines as deemed necessary or desirable for the efficient implementation of the waiver program, but no such revision, deletion, or amendment shall be effective until approved by Council Resolution. The City may pause or end the program at any time prior to December 31, 2029 by Council Resolution if it determines such action is in the City's interest.

**Extensions:** The City may grant extensions to any deadlines outlined in these guidelines or accompanying program materials if there is just cause. Just cause is determined at the sole discretion of the City.

**Application Confidentiality:** Information considered confidential under Oregon law may be separated for confidential handling, if clearly marked "confidential" and delivered at the same time as the rest of the submittal.

**Arm's Length Transaction:** The sale of any housing unit that has received a SDC waiver under this program must be an arm's length transaction, which is one in which the buyer and seller act independently and have no relationship to each other by blood, marriage, or unrelated business dealings.

**SDC Waiver for Affordable Homeownership Units**  
**Program Guidelines**  
**TRACKED CHANGES VERSION**

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Purpose of SDC Waiver

To address the need for more affordable homeownership opportunities in Springfield, the City is waiving System Development Charges (SDCs) to encourage the development and sale of housing units affordable to low-income homebuyers with household incomes of no more than 80% of the area median income (AMI). The City will waive its transportation, stormwater, and local wastewater SDCs assessed during the permitting process. ~~SDC Administration Fees will not be waived. Metropolitan Wastewater Management Commission and Willamalane Park and Recreation District SDCs are still in effect.~~

Public agencies, non-profit developers, and other, private developers may apply for the waiver. ~~The waiver is available under two compliance pathways. For applicants with sufficient legal documentation in place to secure the housing unit's affordability for at least five years per program guidelines, the SDC waiver will be provided through an agreement with the developer. For applicants who do not secure the housing unit's affordability over time, the waiver is structured as a forgivable loan with 20% forgiven after each year of the five (5) year affordability period.~~

Program Objectives

- Reduce up-front construction costs for developers who will sell homes at an affordable price to households with incomes of no more than 80% ~~of the~~ AMI.
- ~~Encourage the creation of homes that will provide for affordable homeownership opportunities for at least five years for income-qualified households (earning no more than 80% of AMI) by providing the waiver as a grant to qualifying applicants.~~
- ~~Facilitate housing stabilization and home equity for more income-qualified households by offering the waiver as a 5-year forgivable loan for housing units that are initially sold affordably to a qualifying buyer, subject to owners' ongoing occupancy of home.~~

Definitions

For the purposes of this program, the following terms mean:

**Affordable Price:** An affordable price is a sales price that results in a monthly payment such that at the time of sale, the qualified homebuyer will spend no more than 35% of their gross household monthly income on housing costs. Housing costs include all payments made toward the principal and interest of any mortgages on the unit, real property taxes, homeowners and



mortgage insurance, and any condominium association, homeowners' association, or housing cooperative payments (utilities are excluded).

**Third Party Approved-Affordability Requirement:** ~~An Third Party approved-Aaffordability Rrequirement is a nonpossessory real property interest (such as an affordable housing covenant or similar deed restriction) that requires the housing unit be sold exclusively to qualified buyers for the compliance period, runs with the land, and is enforceable. ~~The affordability requirement must be enforceable by the City of Springfield.~~ The City Attorney's Office will review documentation submitted by the applicant to determine if it meets program requirements and qualifies as an Third Party approved-Aaffordability Rrequirement.~~

**Compliance Period:** The compliance period is five (5) years. The period begins when the certificate of occupancy is issued or when a qualified homebuyer closes on the property, whichever is later; it ends five years from the date it began.

**Income-Qualified Household:** Those households whose income does not exceed 80% of the area median income (AMI) for the Eugene-Springfield Metropolitan Statistical Area, based on the Federal Department of Housing and Urban Development annual Community Development Block Grant Income Limits, adjusted for household size. Income eligibility is determined by household adjusted gross income from the prior year, as well as income anticipated to be received during the coming twelve (12) month period. The gross income of all adults eighteen (18) and over who will be living in the housing unit is used to determine household income. The household's income may rise while they live in the property so long as the household was income-eligible when they first occupied the unit.

**Housing Unit:** A housing unit is permanent housing that is available for sale to income-qualified households. The unit can be any of the following uses as defined in the Springfield Development Code: detached or attached single-unit dwelling; duplex; triplex or fourplex; townhouse; cottage cluster housing; courtyard housing; single room occupancy; accessory dwelling unit; unit in a manufactured dwelling park; and multiple-unit housing. A housing unit also includes residential housing provided by means of membership in a consumer housing cooperative as defined in ORS 456.548.

**Program Agreement:** The Program Agreement is the City of Springfield's contractual agreement with the applicant which must be signed and recorded against the property the housing unit will be built on before the City will waive the SDCs. The Program Agreement requires compliance with the eligibility requirements of the waiver program.

**Qualified Homebuyer:** A qualified homebuyer is an individual belonging to an income qualified household who will be on the title or own a membership in the housing cooperative and will occupy the housing unit as their primary residence.



## Eligibility

To have City SDCs waived under this program, the following requirements must be met: A housing unit receiving an SDC waiver under this program must meet the following eligibility requirements:

- The housing unit must be located within the City of Springfield city limits.
- The housing unit must meet all applicable requirements of the Springfield Development Code and Springfield Municipal Code.
- If the project requires a land division or middle housing land division to make the housing unit available for sale:
  - The waiver applicant must have attended a Development Initiation Meeting (DIM) for the project prior to applying for the waiver; and
  - An SDC waiver may be conditionally approved but the SDC fees will not be waived until the final plat is recorded.
- If the housing unit is part of a mixed-income development project, only SDCs for units that meet program guidelines may be waived.
- During the compliance period, the housing unit must remain occupied by a qualified homebuyer. The qualified homebuyer(s) may rent out space in the housing unit, so long as they continue to occupy it as their primary residence.
- This waiver program expires on December 31, 2029~~5~~, ~~or when the City has waived \$300,000 in SDCs for this program, whichever is sooner.~~ All ~~building permit waiver~~ applications ~~related to an application for a SDC waiver~~ under this program must be submitted on or before December 31, 2029~~5~~ ~~to be eligible for a for the waiver to be granted.~~ ~~The City may close the program at any time before that date if the \$300,000 waiver limit has been reached.~~ ~~Any applications that have not been received approval before the program closes are ineligible for a waiver.~~

## Compliance

Following approval for an SDC waiver, the applicant will be required to sign a Program Agreement which must be recorded on the property. The City will not waive SDCs prior to receipt of the recorded Program Agreement. The SDC waiver may be granted under two pathways:

### Housing with a Third Party Affordability Requirement

For housing units with an approved Third Party Affordability agreement Requirement, the Program Agreement will reference the existing underlying affordability requirement. Compliance with the Third Party Affordability Requirement will constitute compliance with the SDC waiver program.– SDC waiver will be a grant (Option A).– The City reserves the right to determine at its sole discretion whether documentation submitted qualifies as an approved Third



Party Affordability Requirement. The City may conduct regular monitoring for compliance and reserves the right to request documentation to verify compliance with the Program Agreement and these program guidelines.

*Housing without a Third Party Affordability Requirement*

For housing units without an approved Third Party Affordability agreement Requirement, the waiver is structured as a forgivable loan with 20% forgiven after each year of the five (5) year compliance period (Option B) City's standard Program Agreement will be used and t. The applicant must provide documentation to the City verifying that the housing unit ~~waives~~ is being sold to a qualified buyer at an affordable price ~~(as applicable)~~. This includes submitting income and housing unit sales price information to the City for verification before and after closing on the property with a buyer. If a homeowner sells the property within the five (5) year compliance period or no longer occupies it as their primary residence, the owner must pay back a portion of the waived SDCs. The amount due will be determined based on the time remaining in the compliance period (20% is forgiven after each year in the 5-year compliance period). The City will conduct regular monitoring during the compliance period and reserves the right to request documentation to verify the housing unit is occupied by the homebuyer and all other requirements of the Program Agreement and these program guidelines are met.

*Timing of Sale*

A housing unit for which the waiver is granted must be sold in accordance with the program guidelines within one (1) year of the issuance of the certificate of occupancy or it will be considered out of compliance and the full amount of waived SDCs must be paid plus a penalty in the amount of 10% of the waived amount. To remain compliant, the housing unit must continue to be occupied by a qualified buyer for the entire compliance period.

Compliance Pathways

**Option A—Ongoing Affordability Requirement**

Applicants may submit documentation to the City to determine if the housing unit has in place an approved affordability requirement. The City reserves the right to approve or deny an SDC waiver under this pathway if it determines that the documentation provided is insufficient to guarantee affordability per program guidelines.

The City may conduct regular monitoring for compliance and reserves the right to request documentation to verify compliance with the approved affordability requirement and these program guidelines.

**Option B—Verified Affordable Price**

For housing units that do not have an approved affordability requirement in place, the applicant



~~will be required to submit documentation required by the City to secure the unit's affordability per program guidelines. The applicant will also be required to submit income and housing unit sales price information to the City to verify program compliance before closing on the property with a buyer. The City will verify that the housing unit is being sold at an affordable price to a qualified homebuyer. During the compliance period, the qualified homebuyer must occupy the housing unit as their primary residence.~~

~~The City will monitor that the qualified homebuyer continues to reside in the housing unit as their primary residence. If a homeowner sells the property within the five (5) year compliance period or no longer occupies it as their primary residence, a portion of the waived SDCs must be paid by the owner. The amount due will be determined based on the time remaining in the compliance period.~~

~~The City will conduct regular monitoring during the compliance period and reserves the right to request documentation to verify the housing unit is occupied by a qualified homebuyer and all other requirements of this program are met.~~

#### Other Terms

**Approval:** By accepting an application, the City is in no way committing to waiving any SDCs. The City may deny a waiver or revoke waiver approval if program requirements or deadlines outlined in these guidelines or other related program documentation are not met.

**Additional Information:** As an application is reviewed, it may become apparent that additional information is needed from the applicant. The City may follow up with the applicant to clarify information contained in their application, or to gather additional information before making a decision. ~~The City will not process Applications deemed incomplete~~ applications will not be reviewed.

**Reconsideration:** If an application has been denied, ~~and~~ the applicant may submit has new or additional information ~~they would like the City to consider, this may be submitted to the City for reconsideration of a denial.~~

**Reimbursement:** The applicant should not pay for building permits until receiving City approval for the waiver and completing all necessary steps to have the SDC fees waived. The City may not reimburse SDCs for a waiver if fees have already been paid.

**Program Changes:** At any time, the City may propose such revisions, deletions, or amendments to these guidelines as deemed necessary or desirable for the efficient implementation of the waiver program, but no such revision, deletion, or amendment shall be effective until approved by Council Resolution. The City may pause or end the program at any time prior to December 31, 2029 by Council Resolution if it determines such action is in the City's interest.

**Extensions:** The City may grant extensions to any deadlines outlined in these guidelines or accompanying program materials if there is just cause. Just cause is determined at the sole discretion of the City.

**Application Confidentiality:** Information considered confidential under Oregon law may be separated for confidential handling, if clearly marked~~specified~~ “confidential” and delivered at the same time as the rest of the submittal.

**Arm’s Length Transaction:** The sale of any housing unit that has received a SDC waiver under this program must be an arm’s length transaction, which is one in which the buyer and seller act independently and have no relationship to each other by blood, marriage, or unrelated business dealings.

DRAFT

<b>AGENDA ITEM SUMMARY</b>  <b>S P R I N G F I E L D</b> <b>C I T Y C O U N C I L</b>	<b>Meeting Date:</b>	11/24/2025
	<b>Meeting Type:</b>	Work Session
	<b>Staff Contact/Dept:</b>	Stanley Petroff/Community Development
	<b>Staff Phone No:</b>	5412220990
	<b>Estimated Time:</b>	30 Minutes
	<b>Council Goals:</b>	Maintain and Improve Infrastructure and Facilities

**ITEM TITLE:**

2027-2031 Capital Improvement Program, A Community Reinvestment Plan

**ACTION REQUESTED:**

Review and provide direction on the recommended five-year Capital Improvement Program (CIP).

**ISSUE STATEMENT:**

Draft Project lists have been prepared for the City of Springfield's 2027-2031 CIP -- A Community Reinvestment Plan. The lists have been reviewed by the Planning Commission and are now being brought to the City Council for review and comment prior to a Public Hearing scheduled for January 20th 2026.

**DISCUSSION/FINANCIAL IMPACT:**

The City of Springfield's Capital Improvement Program (CIP) is a five-year Community Reinvestment Plan that describes the near-term program for funding, evaluation, and construction of City-owned and operated public facilities. A fundamental purpose of the CIP is to facilitate the efficient use of capital resources to maintain, improve, and expand City assets. The underlying concept is to strategically prioritize and program these resources to extend the useful life of existing assets, replace assets before failure, and to support growth with timely expansion.

Draft project lists have been compiled for the City of Springfield 2027-2031 CIP. The draft project lists are ready for review and discussion by the City Council. The Planning Commission reviewed the CIP during a work session and voted to approve the draft FY27-FY31 CIP projects and is forwarding them to the City Council for review and adoption.

The project lists have been organized into three sections. The first section includes a summary table listing current, ongoing, and finished projects. The second section shows funded projects with budgeted amounts shown for each of the next five years. The last section shows a list of un-funded or partially-funded projects with budgeted amounts in table format. These items are detailed in the attached Communication Memorandum. The readers guide to the CIP which is the front-end portion, has also been updated and included as a separate attachment. These documents will be combined for the final version which will be brought to the City Council for a public hearing and adoption on January 20th, 2026.

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**Attachments**

1. Council Briefing Memo
2. Reader's guide
3. Project List
4. Citizen Project Request Summary

**MEMORANDUM**

City of Springfield

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**Date:** 11/24/2025  
**To:** Nancy Newton **COUNCIL**  
**From:** Stan Petroff, City Engineer **BRIEFING**  
**Subject:** 2027-2031 CAPITAL IMPROVEMENT **MEMORANDUM**  
PROGRAM, A COMMUNITY  
REINVESTMENT PLAN

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**ISSUE:**

Draft project lists have been prepared for the City of Springfield's 2027-2031 CIP – A Community Reinvestment Plan. The lists have been reviewed by the Planning Commission and are now being brought to the City Council for review and comment prior to a Public Hearing scheduled for January 20<sup>th</sup>, 2026

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**COUNCIL GOALS/****MANDATE:**

Maintain and Improve Infrastructure and Facilities

Maintaining and adopting an annual CIP is integral to implementing several Council Goals, but it is critical to maintaining and improving City owned infrastructure and facilities, and identifying new infrastructure needs as the City grows.

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**DISCUSSION:**

The City of Springfield's Capital Improvement Program (CIP) is a five-year Community Reinvestment Plan that describes the near-term program for funding, evaluation, and construction of City owned and operated public facilities. A fundamental purpose of the CIP is to facilitate the efficient use of capital resources to maintain, improve, and expand City assets. The underlying concept is to strategically prioritize and program these resources to extend the useful life of existing assets, replace assets before failure, and to support growth with timely expansion.

The CIP is typically updated on a biennial basis and was last updated in the fall of 2023. The CIP update schedule is set to ensure that adoption of the plan occurs prior to preparation of the draft capital budget which typically begins at the end of January each year.

The CIP is an intermediate step in a process that originates with long-term planning activities that anticipate the need for public facilities at least 20 years into the future and concludes with the adoption of the annual Capital Budget to appropriate funds to construction projects. Operation and maintenance cost of City owned assets is appropriated separately in the City's budget.

As the interim step in the process, the CIP identifies the facilities concepts that may reasonably be expected to be required in the next five years, refines those concepts, and provides a priority list of projects. Priority projects are selected from the long list of needed capital improvements identified in the various master plans and refinement plans. The draft project lists are then presented to both the Planning Commission and the City Council for public review and comment prior to adoption by the City Council.

Over the last decade, the City has seen the wastewater and stormwater funds stabilize, which has supported completion of several projects and funding to be programmed for the next suite of projects identified within the City's adopted master plans. The City recently completed an update of the Wastewater Master Plan that assesses capital needs for the next 20 years. The

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draft project list from this effort has been used to inform wastewater section for this CIP update and will be utilized for future updates. Street and Transportation funds have not seen growth to keep pace with operating costs and provide for robust capital spending. The City relies on federal and state funding sources to support a majority of street and transportation projects and relies on street fund revenues and systems development charges to provide required match to outside funding sources. The City Council previously directed staff to prepare another street preservation bond package which is currently in design and will go to construction in FY26 and FY27.

The project section of the 2025-2029 CIP is organized by asset system with three sections for each system. The first section is a table that has details for the projects that are either in the current capital budget or have been completed since the last CIP update. The next section is the project detail sheets for those projects proposed to be programmed over the next five-year cycle. The last section is another table detailing the list of currently unfunded or partially funded projects. As appropriate resources become available or potential grant opportunities are identified these lists will be used to match projects with those priorities.

Stormwater – In review of the current capital budget and the previous CIP, most of the projects have been placed into a hold status. This is due to focusing limited capital delivery staffing resources on delivery of the 2024 GO Bond street preservation projects, as well as Phase 2 of the federal aid funded Franklin Blvd. Roundabout Project. However, with the completion of these projects the shift will be towards compliance with our MS4 permit and focus on completing projects which accomplish those goals such as stormwater treatment facility improvements and stream shade enhancement projects.

Street and Transportation – Several transportation projects are finishing construction or have already been completed including Mill St. Reconstruction, Laura St. Reconstruction, 42nd St. Overlay, S28th St. Paving, and City-Wide LED Upgrades. Many other projects are in design including six street segments resulting from the passing of Measure 20-351 Go Bond Projects. Other notable projects in design include Sidewalk Filling the Gaps, Franklin Blvd./OR22 Environmental Study, Franklin Blvd. Roundabouts Phase 2, 42nd St. Levee Study, Walking-Biking Network Improvements, and S 42nd/Daisy Roundabout with construction anticipated in 2026 or 2027.

Wastewater – Several sewer projects have been completed over the last couple of years including 70th St and 72nd St Sanitary Sewer Basin Rehab, 2025 Maintenance Hole Rehab, Mill Street Upgrades, and Pacific Ave Sewer Extension projects. The Jasper Trunk Sewer – Phase 3 Project, and Harbor Drive Pump Station are currently in the design phase with anticipated construction in either 2026 or 2027. The Wastewater Master Plan and certain portions of the Capacity, Management, Operations, and Maintenance (CMOM) program have recently been updated (2024) providing project lists to be implemented in the future. As a result, some of the identified rehabilitation needs are considered with this CIP update and many will fall under the ongoing programs of Sanitary Sewer Repair and CMOM Planning & Implementation.

Buildings and Facilities – Available funding for building and facilities projects is very limited so there is a long list of identified unfunded projects or programs. However, upgrades to City Hall including renovation of the City Hall Council Chambers, Mayor's Office, security upgrades, and Library were recently completed. A significant area of focus is City Hall. The HVAC system, elevators, and employee workspaces are not sufficient and have deteriorated to the point of needing immediate repair. The last major update or replacement to the HVAC system was nearly 20 years ago and the current units are nearing the end of the serviceable life with many units already failing or completely failed. Repair of these systems and staff offices are currently in design and recently approved by City Council to move forward with construction in 2026. Many of these projects have been funded through American Rescue Plan Act (ARPA) funds.

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**FUTURE CONSIDERATIONS:**

As stated earlier, many of the stormwater and wastewater projects have been on hold due to staffing resources. The majority of capital staff workload has been focused on delivering street and transportation projects. Given that the wastewater and stormwater funds are very stable with healthy reserves and a steady annual revenue stream, Community Development will be recommending a change to this focus and for current staff to wrap up these projects and transition to stormwater enhancement and sanitary sewer upgrade projects based on new MS4 permit requirements and updated Wastewater Master Plan.

**FINANCIAL IMPACT:**

The CIP does not carry budget authority. It is, however, a valuable planning tool used to guide staff, the Budget Committee, and the City Council in creating the annual budget to fund priority projects.

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# EXECUTIVE SUMMARY

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## INTRODUCTION

The City of Springfield's Capital Improvement Program (CIP) is a five-year Community Reinvestment Plan that identifies capital investments necessary in the next five-year horizon to sustain, improve, and grow City assets and infrastructure systems. A fundamental purpose of the CIP is to prioritize and balance capital needs with capital funding resources. The underlying concept is to program all reasonably available sources of revenue for future expenditures. Since projected revenue sources may produce significantly less than the needs identified in the City's infrastructure facilities plans and asset management system, the CIP is used as the vehicle to balance priorities and funding while maintaining good stewardship over City assets.

The CIP is updated on a biennial schedule and is an intermediate step in a process that originates with long-term planning activities that anticipate the need for public facilities at least 20 years into the future and concludes with the adoption of the annual Capital Budget. Based on available information during each update cycle, projects are selected and prioritized from the long list of needed capital improvements identified through the City's asset management program and from the various master plans and refinement plans adopted by the City Council. Traditionally, the principal constraints in developing the CIP are the realistic availability of staff and financial resources to support the timely completion of each cycle's project portfolio.

The first two years of the CIP will be the basis for developing the City's Capital Budget for FY27 and FY31 with such modifications as are necessary or prudent to respond to immediate concerns and the often-fluid nature of funding opportunities. In preparation of the capital budget, it is important to consider not only the immediate availability of financial resources, but also the availability of resources to manage planning, design, and construction activities. This may mean staff resources to conduct those activities in-house, or to manage consultants who take on responsibility for design and construction management. A successful capital budget must be mindful of budgeting only those projects or project phases that the City has the capacity to deliver. The Development and Public Works Department maintains two capital project delivery groups, one for the delivery of local projects presented in this document, and the second for delivery of regional projects for the Metropolitan Wastewater Management Commission capital improvement program.

Projects that are currently in Capital Budget and in various stages of planning, design, and construction are shown in a table at the beginning of each specific infrastructure program section. At the end of each program section the CIP includes a list of projects that have been identified through various facilities planning efforts but are currently unfunded or not programmed due to staff resource limitations. These projects are aimed at improving neighborhoods, providing for economic growth, improving traffic safety, mobility, and access, complying with environmental standards, and maintaining the existing city infrastructure.

## **CAPITAL IMPROVEMENT PROGRAM DEVELOPMENT AND REVIEW**

The public input process for the CIP typically begins every other year in August when citizens, organizations, and City staff are asked to suggest projects for consideration in the CIP. The Planning Commission and the City Council then review the draft CIP, and a public hearing is held prior to Council adoption.

- August: CIP project review process starts
- September: Capital project requests go to Public and City Departments
- September: Publish Internal draft CIP
- October/November: Planning Commission reviews Draft CIP
- December/January: City Council work session review and Public Hearing on Draft CIP
- January/February: Draft Capital Budget Prepared
- April/May: Capital Budget presented to Budget Committee

The City's final commitment to spend public funds occurs through the annual City budget process. Although the CIP is the starting point for the annual Capital Budget, the projects budgeted each year can vary somewhat from those proposed in the CIP.

## **PROJECT CATEGORIZATION**

Projects in the CIP are grouped by relevant infrastructure program areas (stormwater, streets and transportation, sanitary sewer, and buildings and facilities). The first list of projects in each program area are those that have been had funds programmed in previous CIPs and are in the current capital budget. The next set of projects are those that are proposed for programming and budgeting over the next five-year period and are described in detailed project sheets. The final list of projects in each program area have high priority needs that are not scheduled to be programmed over the next five-year period due to lack of funding or staffing resources. Should available resources be identified, these projects may be budgeted before the next CIP update.

The following are descriptions of the City's most significant projects in the CIP:

Franklin Boulevard Phase 2 – The Franklin Boulevard Reconstruction Project will construct modern urban standards improvements on the old Hwy 99 alignment in Glenwood called Franklin Boulevard between the Franklin Blvd./Glenwood Blvd. intersection and the Franklin Blvd. (OR126)/Franklin Blvd (OR225) intersection to support Glenwood redevelopment and regional safety and mobility for transit, bicycles/pedestrians, and autos. Phase 1 is complete with the construction of the roundabouts at the Franklin (OR126)/Franklin (OR225) intersection and improvements extending just west of Concord Street. Design of improvements from Mississippi Avenue to Lexington Avenue are currently underway with funds received in 2020. In November 2021, the City learned that a U.S. Department of Transportation Rebuilding America, Infrastructure with Sustainability and Equity (RAISE) Grant was awarded to the project in a joint application with Eugene. This grant award will fund the construction of the roundabout at Mississippi Avenue. The City continues to seek funding opportunities to continue advancing the future vision and improvements for Franklin Boulevard.

2024 Go Bond Projects – After the passing of General Obligation Bond 20-351, six street repair projects are moving forward with design wrapping up near the end of 2025. These projects will replace failing pavement and bring sidewalk curb ramps up to current Americans with Disabilities Accessibility (ADA) standards. The projects include Harlow Road from I-5 to the roundabout at Pioneer Parkway, Aspen Street from Tamarack to Centennial Blvd., G Street from 10<sup>th</sup> Street to 23<sup>rd</sup> Street, 36<sup>th</sup> Street from Main Street to Commercial Avenue, Daisy Street from South 51<sup>st</sup> Place to Bob Straub Parkway, and 58<sup>th</sup> Street from Main Street to Thurston Road. Survey and pavement testing have been completed, and the projects are scheduled to go to construction in 2026 and 2027.

Mill Street Reconstruction: South A Street to Centennial Blvd. – Construction continues on this project which is replacing failing asphalt pavement with new concrete pavement. The project includes replacement of an old wastewater line and old stormwater line, adding separated bike and pedestrian facilities, stormwater improvements, curb ramp upgrades to meet ADA standards, signing and lighting upgrades, and safety features. The project will be completed in November 2025.

Jasper Trunk Sewer Extension – The project begins approximately 1,550' southeast of Mount Vernon Road and will extend the sanitary sewer trunk line another mile to the southeast. The Project will terminate south of Brand S Road. Extension of sanitary service to the extreme south of the urban growth boundary will aid in the progress of future development. This project will begin construction in 2026.

48<sup>th</sup> Street Connection: Main Street to Daisy Street – This project is in the planning phase and will begin design in 2027. The project will complete a critical connection between Main Street and Daisy Street. The project will also add a separated bike and pedestrian path, stormwater improvements, signing and lighting upgrades, and safety improvements.

## **FINANCING**

There are limited sources of funding for capital activity. The principal sources include revenues derived from user fees or those taxes (such as fuel taxes) which function like user fees. By Council direction, these are preferentially devoted to preservation of existing infrastructure. The second major source is Systems Development Charges (SDC), which are designed to recover, from development, the cost impact that development has on infrastructure, both existing and needed to meet the future demands of development. A large portion of these revenues must, by law, be devoted to capacity increasing capital activity. Only that portion of SDC revenue which is derived from a reimbursement fee may be spent on preservation or rehabilitation of existing infrastructure. A third major source of capital funding is external contributions, in the form of intergovernmental grants or loans, payments by developers for specific improvements, and assessments of benefited property owners, also for specific improvements. Other sources such as revenue leveraged by tax increment financing in the City's two urban renewal districts (Glenwood and Downtown), and revenue from internally generated charges also play a role.

In addition to funding direct project construction, Local Wastewater and Drainage SDC revenues fund debt service payments for bonds sold to fund prior projects. These projects include both those that increased capacity and wastewater rehabilitation projects as part of program to reduce inflow and infiltration and meet permit requirements. The City sold local wastewater revenue bonds in 2009 and storm drainage revenue bonds in 2010. Wastewater Bond proceeds were dedicated to completing

required rehabilitation projects as well as expanding sanitary sewer service into unserved areas within the Urban Growth Boundary to promote future growth. Stormwater revenue bonds have been used to complete several major stormwater initiatives, and several capital projects related to the City's obligation to address stormwater quality, permitting and threatened fish impacts.<sup>1</sup>

In 2024 voters passed a 5-year general obligation bond dedicated to street preservation of several arterial and collector streets across the City. These projects are currently in design with construction starting on the first three projects planned for early 2026. This bond will allow for preservation of another group of streets prioritized by residents and City Council. In addition, a portion of increased revenue to the street fund from the 2017 State Transportation Bill (HB 2017) was directed to the slurry seal program allowing for several local residential streets to be crack sealed and an asphalt slurry to be applied to reseal and preserve the existing surface. Current revenue projections will allow for small annual programs to preserve and maintain local and residential streets to be funded in the CIP but are dependent upon funding of the next State Transportation Bill (HB 3991). Additionally, the ADA transition program will see continued funding as well as an annual allocation to continue to advance upgrades to bring City facilities into compliance with current standards, improving access to all users. However, it must be noted that current revenue projections do not support an effective street preservation program. Projections are showing reduced revenue and steady or slightly increasing costs for materials and labor. Part of the reduction in revenue can be attributed to lower gas tax with more miles driven by electric vehicles.

System Development Charge (SDC) revenue has remained stable with improvement SDCs the majority of funds received. Improvement SDC revenue may only be programmed in support of projects that expand capacity and are on the adopted SDC projects lists. SDC reserves are not sufficient to support all projects on the list and are typically utilized to leverage external funding sources such as federal and state grants. In the next round of funding, the City is looking at a capacity-increasing project to build a new street (48<sup>th</sup> Street) connecting Main Street to Daisy Street and will utilize improvement revenue to match grant funding from the Metropolitan Planning Organization.

External sources, such as intergovernmental grants, or developer or benefitted property owner contributions, are an important, but highly volatile funding source. Generally, they do not form the basis for concluding a project can be funded, but rather when such funding sources develop, can be a trigger to increase the priority of a project. Recently, the City has had some success in developing external funding for isolated projects, such as the Mill Street Reconstruction, Franklin Boulevard, and the South 28<sup>th</sup> Street paving project. Future success is highly dependent upon the fiscal and monetary policies of other levels of government.

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

## **CONCLUSION**

The Capital Improvement Program serves as a guide for the City's needed infrastructure improvements. It is shaped by citizen input, the best professional judgment of staff and outside experts, and estimates of the City's projected financial resources. The CIP is subject to biennial review and revision. The direction provided by this document helps the City of Springfield target its resources to capital improvements which best serve the needs of the citizens of Springfield.

# SECTION I CAPITAL IMPROVEMENT PROGRAM

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## CIP GOALS

The goals of the CIP include:

- 1) Providing a balanced program for capital improvements given reasonably anticipated funding and staff resources over a five-year or greater planning period and identifying the extent to which resources can meet capital needs.
- 2) Improving neighborhoods.
- 3) Providing economic and community growth.
- 4) Improving safety, access, and mobility across all transportation modes.
- 5) Complying with environmental standards and improving environmental quality.
- 6) Maintaining the existing City infrastructure; and
- 7) Protecting public health and safety.

## CIP PROJECT DEVELOPMENT AND REVIEW PROCESS

Capital improvements must be consistent with the Metropolitan Area General Comprehensive Plan, the Public Facilities and Services Plan (PFSP), the Springfield 2030 Comprehensive Plan, The Springfield Transportation System Plan, and all other Council adopted plans and policies. The relevant plans are listed in a subsequent section of this report.

In general, all Capital Projects included in the CIP meet one or more of the following criteria:

- 1) Project addresses State or Federal laws or regulations to eliminate or reduce the potential for environmental degradation or health hazards or to address issues that affect the safety and general welfare of the community.
- 2) Project maintains existing assets, extends the useful life of assets, or improves or expands infrastructure to facilitate community development and/or improve operations.
- 3) Project responds to requests from citizens, neighborhood groups, advisory committees, or government bodies, and provides public benefit.
- 4) Project is included in local and/or regional infrastructure plans.

In the adopted CIP only those capital improvements which are funded within the current projections for the appropriate revenue streams are considered. Projects for which the funding is not identified or programmed are shown in the unfunded priority project list strictly for informational purposes. Historically, the CIP has not attempted to consider whether the City has the operating resources (either staff or funding for consultants to manage projects), necessary to advance a particular project.

## **TYPES OF CAPITAL NEEDS**

### **Rehabilitation & Preservation of Existing Capital Assets**

The CIP reflects the broad direction of the City Council to preserve existing capital assets before they fall into disrepair and require expensive rehabilitation or replacement. Preservation is an important tool used to protect or extend the asset's useful life. If preservation is not completed on a regular and timely basis, the asset will deteriorate prematurely and its benefit to the community will be lost. In that event reconstruction may be required. Reconstruction costs are frequently multiple times the cost of preservation and maintenance, particularly for street surfaces.

All capital assets require preservation or rehabilitation activities during their useful life and the City must demonstrate fiscal responsibility by planning for this need. Inclusion of these projects in the CIP is a necessary step to plan for that preservation and rehabilitation.

### **New Capital Facilities and Capacity Enhancements**

As the City reaches outward into the Urban Growth Boundary or anticipates infill or increased density of development in the city limits, the need to plan for expansion of capital assets and provide safe and efficient capital facilities increases. New streets are necessary to provide for the movement of goods and people and access to property in developing areas. In addition, wastewater and stormwater systems are necessary to protect water quality, people and the environment to preserve the health, welfare, and safety of the community.

## **PROJECT SELECTION RESOURCES**

The following is a list of various plans with descriptive summaries that guide the decisions made about CIP project choice. The City draws a distinction between facilities plans, which focus on facility needs and how systems function, and land use plans, which provide more general guidance. General guidance can inform the development of facilities plans and can constrain facility development to conform to the policy set of the land use planning document. (The Springfield Transportation System Plan is somewhat of an exception to these distinctions, since it is a land use plan that also serves as a facilities plan and does contain specific project guidance.)

## **FACILITIES PLANS**

### **Wastewater Master Plan (2024)**

The City of Springfield's City' wastewater system collects, conveys, and treats sanitary wastewater from residential, commercial, and industrial customers within the City's Urban Growth Boundary (UGB). Today, the Springfield wastewater system provides sanitary service to an estimated 69,000 people through approximately 27,000 connections. The City of Springfield operates a large and complex wastewater collection system and is responsible for maintaining and operating 16 pump stations and 250 miles of pipelines varying from 6 inches to 60 inches in diameter. As part of the City's Capacity, Management, Operations and Maintenance (CMOM) program, the City operates, maintains, inspects, and cleans the collection system.

Along with the City of Eugene (COE), Springfield discharges to a regional collection and treatment system owned by the Metropolitan Wastewater Management Commission (MWMC). Springfield's collection system discharges to the East Bank Interceptor which discharges to the regional Water Pollution Control Facility (WPCF).

As part of the discharge permit for the regional facilities, all three entities must create and follow a CMOM program. The CMOM programs address collection system maintenance and reduction of infiltration and inflow (I&I) using cost effective solutions. The Wastewater Master Plan (WWMP) update includes a review of the current CMOM program and recommendations to manage the wet weather flows from Springfield.

The WWMP update identifies near-term and long-term capacity constraints and identifies the system improvements necessary to meet the City's projected population and employment growth through the 20-year planning horizon. The hydraulic model used in the WWMP update was originally developed as part of the 2008 WWMP and has been kept up to date by the City using the current inventory of network and current measured flow data.

The City's previous WWMP was completed in 2008. Since that time, the City has constructed all identified rehabilitation and preservation capital improvement projects, and several upgrade and expansion projects identified to support growth. The City's hydraulic model has been updated to reflect these changes. This WWMP was prepared to update the analysis of the collection system and evaluate future needs of the City.

Goals for the WWMP Update are to identify wastewater collection system facility enhancements and expansion (capital improvements) necessary to serve the community's wastewater needs through the 2045 planning year in order to:

- Protect the health of community members in the City's service area.
- Protect water quality and the environment.
- Eliminate sanitary sewer overflows (SSOs) to the extent practicable.
- Guidance for developers.
- Document current CMOM program and procedures.

### **Stormwater Facilities Master Plan (2008)**

In 2008, the City Council adopted a comprehensive Stormwater Facilities Master Plan (SWFMP). The purpose of this document is to provide a guide to plan for more comprehensive, efficient, and multi-objective management of the City's stormwater system. The majority of the City's stormwater runoff drains through an integrated network of pipes and open channels, discharging either directly to the main stem Willamette or McKenzie Rivers or through outfalls to a tributary of either of those rivers. Prior to the SWFMP, the City typically designed and constructed facilities for treating and conveying stormwater runoff on an individual development or site-by-site basis. In addition, as is typical for nearly

all cities, most of the City's stormwater collection and conveyance system was historically designed and built with the sole objective of addressing flooding issues. In the future, the Master Plan will be updated basin by basin using current flow monitoring data to address the most critical drainage basins first.

Most of the major portions of the City's stormwater drainage system infrastructure were built during the 1960s and as development increased, the system was retrofitted with extensions and additions. Most of the main conveyance systems were not upsized to facilitate the increased flows associated with full City build out.

The City also has a Council-adopted Stormwater Management Plan which establishes goals, policies and implementation actions to address water quality and management of the stormwater system, including open waterways within the City's jurisdiction. This plan is required and approved by the Department of Environmental Quality (DEQ) as part of its issuance and management of the City's stormwater discharge permit. In June of 2021, after several years of process, DEQ issued the City an updated Phase II National Pollution Discharge Elimination System (NPDES) General Stormwater Permit. This revised permit contains more stringent regulatory requirements and standards.

Additionally, the Willamette River and McKenzie River (a tributary to the Willamette River) are on the State's 303(d) list, indicating that water quality standards for specific pollutants in these streams are consistently not being met. The City of Springfield is listed as a designated management agency (DMA) by the state and therefore must address Total Maximum Daily Load (TMDL) limitations for certain pollutants (temperature, bacteria, and mercury) for waterways within its jurisdiction through the City's TMDL Implementation Plan. Recently, DEQ and EPA approved a temperature replacement TMDL for the Willamette Subbasins. This requires Springfield, as a DMA, to create a new plan to reduce temperature in streams within the City's jurisdiction. Potential strategies to reduce water temperatures include increasing stream shade through tree planting and channel restoration (enhance channel/wetland/floodplain interactions, reduce width-to-depth channel ratios, bank stabilization, large wood placement, etc.). These plans and requirements impact the nature and design of capital projects that are constructed to manage stormwater.

### **Building & Facilities Preservation and Maintenance Work Plan**

This plan identifies and addresses capital improvement needs at City owned buildings, including City Hall, Springfield Justice Center, Springfield Museum, Booth Kelly Center, fire stations, Development and Public Works operations buildings, and the Depot. The plan tracks and provides a snapshot of repairs and asset preservation improvements that are immediately evident, and which have been deferred for various reasons, together with ongoing maintenance needs and necessary replacement of building systems expected to reach the end of their useful life.

The City continues to face several critical building/facilities operations, maintenance, and preservation issues. In preparation of the FY26 Capital budget, a \$59 million list of deferred/backlog facilities repairs were identified, along with a \$350k annual need for routine maintenance needs as well as ongoing annual maintenance/preservation needs. Because of this need, the City began a building preservation program. Since inception, the Internal Building Preservation Charge on average has generated just over

\$300k per year dedicated to projects, through FY26. Staff have developed the City Buildings/Facilities Work Plan inclusive of all City Fire Stations, City Hall, Springfield Justice Center, Development and Public Works operations facilities, Springfield Depot, and the Carter Building. A significant area of current focus is City Hall. The HVAC system, elevators, and employee workspaces are not sufficient and have deteriorated to the point of needing immediate repair. The last major update or replacement to the HVAC system was nearly 20 years ago and the current units are nearing the end of the serviceable life with many units already failing or completely failed. In 2024 the City completed a renovation of the City Hall Council Chambers, Mayor's office, and the Library. The City is currently managing a consultant project which includes designing a retrofit for the remainder of City Hall including Development and Public Works, MWMC, Engineering, and Planning. This renovation will address the deficient and deteriorating HVAC system, will add capacity for future growth, will improve workflow and efficiency in serving the public with development permits, and will improve staff efficiency. The project will also include safety and include ADA improvements. Construction is anticipated to start in early 2026 on this renovation.

Additionally, there are other project management responsibilities related to public buildings and facilities maintenance and preservations that have been identified through previously adopted CIP documents, such as preservation projects at the Depot and Booth Kelly and demolition of the Carpenter shed and gun range at Booth Kelly. Any future building needs such as new fire station construction or potential demolition of the Carter Building will be addressed through the CIP process.

The City will be pursuing Seismic Rehabilitation Grant Program funding in 2026 for seismic upgrade of several fire stations. A consultant will be hired to complete an engineering study, perform a cost/benefit analysis, and complete the application for the grant. The engineering study will help to determine what needs upgrading at the fire stations and how much it will cost.

## URBAN RENEWAL PLANS

### ***Downtown Urban Renewal Plan (2007)***

The primary goal of the Downtown Urban Renewal Plan is to assist in the revitalization of business and elimination of blight in the downtown area. The Downtown Urban Renewal Plan has projects listed to obtain these goals.

### ***Glenwood Urban Renewal Plan (1999, updated 2004)***

The primary goal of the Glenwood Urban Renewal Plan is to eliminate blighting influences found in the Renewal Area. The Glenwood Urban Renewal Plan project list includes:

- Promote private development and redevelopment.
- Rehabilitate building stock.
- Improvements to streets, sidewalks, bikeways, pathways, streetscapes, parks, and open spaces.
- Utility improvements.
- Parking.
- Public facilities.

- Housing.
- Public signage and community gateway entrance improvements.

## **LAND USE PLANS**

### **Metro Plan**

The Eugene-Springfield Metropolitan General Plan (Metro Plan) serves as the regional long-range comprehensive plan (public policy document) of metropolitan Lane County and the cities of Eugene and Springfield. As Springfield and Eugene carry out their obligations under ORS 197.304 which required establishing separate urban growth boundaries, more comprehensive planning is taking place on a city-specific basis, through city-specific plans adopted by each jurisdiction. The Metro Plan continues to include some of the regional land use planning that is collaboratively addressed by Lane County, Eugene and Springfield. The Metro Plan provides the overall framework for planning functions, including establishing a policy basis for a general, coordinated, long-range approach among affected agencies for the provision of the facilities and services needed in the metropolitan area.

### **Springfield Comprehensive Plan**

The Springfield Comprehensive Plan establishes the Springfield urban growth boundary and sets policy direction in Springfield-specific elements, including Land Use, Economic, Residential Land Use & Housing, and Urbanization. The Recreation Element is the Willamalane Park and Recreation Comprehensive Plan, and the Transportation Element is the Springfield Transportation System Plan. Springfield will continue to further add to and revise the Springfield Comprehensive Plan and come to rely less on the Metro Plan for city-specific policy.

### **Public Facilities and Services Plan**

The Public Facilities and Services Plan (PFSP) is functional plan of the Eugene-Springfield Metropolitan Area General Plan (Metro Plan). It identifies significant facilities in general terms and confirms that those facilities are consistent with the planning policies set out in the Metro Plan. The projects identified in the PFSP are a subset of the projects contained in the various facilities plans. The PFSP does not identify transportation projects, which are covered in the Springfield Transportation System Plan, but does identify wastewater and stormwater projects, among others. The PFSP does not, nor should it, identify every project; it includes only those projects identified as significant on the basis of definitions set forth in the PFSP.

### **Springfield Transportation System Plan (2014, updated 2020)**

The Springfield 2035 Transportation System Plan (TSP) provides a 20-year blueprint for how the City should maintain and improve the transportation network to meet growth demands within Springfield's Urban Growth Boundary (UGB). The TSP includes goals, policies, and actions to achieve the City's vision for the transportation system to meet community needs, and conform to state and regional policies. It includes a categorized list of improvement projects.

## **Walk and Roll Plan**

The Walk and Roll Springfield planning project is designed to update and enhance the plans for Springfield's active transportation network. The project will identify critical gaps, refine existing transportation connections, and create a new list of priority projects to ensure better connectivity throughout the city. It will provide a comprehensive plan that meets modern standards and complies with Oregon Transportation Planning Rules. The plan will focus on infrastructure improvements needed for biking, walking, and other active modes of transportation, to ensure that the city's network is safer, more accessible, and sustainable. The City is in the beginning phases of managing this project with completion expected in FY26 or early FY27.

## **Refinement Plans**

### ***Downtown Refinement Plan (1986, amended updated in 2005, and most recently amended in 2023)***

The Springfield Downtown Refinement Plan provides goals and policies and projects through which downtown Springfield may become a more vital and attractive place to shop, conduct business, and recreate. Goals include creating a pedestrian friendly downtown, new opportunities for a variety of land uses, adequate parking, and a positive identity for Downtown.

### ***East Kelly Butte Neighborhood Plan (1992, amended 2023)***

The East Kelly Butte Neighborhood Plan includes Goals, Policies and Actions to address the concerns within the East Kelly Butte Neighborhood such as land use, housing, transportation, public facilities and neighborhood character.

### ***East Main Refinement Plan (1988, most recently amended in 2023)***

The East Main Refinement Plan includes Goals and Policies to address the concerns within the East Main Refinement Plan Neighborhood such as providing housing options, a mix of land uses, commercial centers, compatible industrial development, a safe and efficient street system including bicycle facilities.

### ***Gateway Refinement Plan (1992, most recently amended in 2024)***

The Gateway Refinement Plan includes goals and policies, controls, and implementation actions for elements such as land development, economic development, natural assets and open space, transportation systems, and public facilities.

### ***Glenwood Refinement Plan (1999 most recently amended in 2023,***

### ***Glenwood Riverfront Plan 2012, updated 2014, most recently amended 2024)***

Both Glenwood Refinement Plans include a vision, policies and implementation strategies. The primary goal of the Glenwood Riverfront Refinement Plan was to facilitate redevelopment in the Glenwood Riverfront District based. The Plans identifies the density, mix, type, and location of housing, employment land, and public open space and the required level of public facilities to support projected demand.

***Mid-Springfield Refinement Plan (1986, most recently amended 2023)***

The Mid-Springfield Refinement Plan assigned site-specific plan designations in areas designated “Mixed-Use” on the Metro Plan Diagram and to recognize the needs of industrial and commercial land uses and to resolve conflicts with residential neighbors. Goals and policies for various elements including residential, industrial, commercial, transportation and environmental design address the findings.

***Q Street Refinement Plan (1987, most recently amended 2023)***

The Q Street Refinement Plan guides land use decisions in the Q Street area. Policies provide for commercial development, enhance existing neighborhoods, attract medium and high-density residential development, and discourage through truck traffic.

## SECTION II      FUNDING

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### **CAPITAL PROJECT FUNDING**

There are limited sources of funding for capital activity. The principal sources include 1) revenues derived from user fees or those taxes (such as fuel taxes or voter approved general obligation bonds) which function like user fees; 2) Systems Development Charges (SDCs), which are designed to recover from development the cost impact that development has on public infrastructure; 3) external contributions, in the form of intergovernmental grants or loans, payments by developers for specific improvements, and assessments of benefitted property owners, also for specific improvements; and 4) other sources such as revenue leveraged by tax increment financing in the City's two urban renewal districts, and revenue from internally generated charges, which at present play a minor role in capital project funding.

### **USER FEES**

Each of the three public infrastructure systems (streets, sanitary sewers, and storm drainage) is funded by fees paid by those who use the system. In the case of the local wastewater and storm drainage systems those fees are directly billed to users. In the case of the transportation system those fees are collected in the form of taxes on motor fuel at both the state and local level, by state fees for licensing and registration of drivers and vehicles, as well as weight mile taxes imposed on the trucking industry, and via temporary property tax increases that result from approved general obligation bonds.

The City issued revenue bonds in 2009 and 2010 to fund local wastewater and storm drainage capital projects. Revenue bonds are typically paid for with fees collected. In 2024 the voters approved a 5-year general obligation bond to repair specific arterial and collector streets to avoid more costly and disruptive future roadway reconstruction. The City is managing design of six streets under this bond which will go to construction in 2026 and 2027.

### **SYSTEMS DEVELOPMENT CHARGES**

The second major source of capital funding is Systems Development Charges (SDCs). These are charges imposed on development to provide funding to ensure that the City can fund the cost of the infrastructure needed to serve that level of development. The City currently has SDCs for transportation, wastewater, and stormwater.

SDCs are calculated based on a methodology which must be adopted by the Council and which must conform to State law. The process involves two separate components. The first is an improvement fee which is based on determination of which capital projects are needed to accommodate growth and the amount of additional capacity that is created by those projects to meet growth demands. The second component is a reimbursement fee, which is based on new development's use of the existing system and the amount of capacity available in that system. If the system has existing capacity, then development can be charged a fee based upon the units of existing capacity development will require. These charges are increased annually based on documented increase in the Cost of Construction Index.

## **EXTERNAL REVENUE SOURCES**

These sources include both intergovernmental grants and loans as well as contributions by private individuals to the cost of infrastructure either through assessments imposed by the City or voluntarily as part of a proposal to develop property in the City. In many cases these sources of revenue, however derived, are accompanied by restrictions on their use.

The City regularly receives allocations of transportation funding from Federal programs. The Central Lane Metropolitan Planning Organization (CLMPO) acting through its Metropolitan Policy Committee (MPC) allocates Federal formula funds to its member jurisdictions for planning, preservation and construction projects on portions of the transportation system that are regionally significant. In addition, the City regularly seeks Federal funding directly through efforts focused on the Oregon congressional delegation.

In the past, the local wastewater system benefitted from a variety of Federal programs, most notably the Clean Water State Revolving Fund (CWSRF), a program funded by Federal dollars. In recent years, however, little to no Federal aid has been available for local wastewater activity. This may change in the future with the recent passage of the Federal infrastructure bill, but the extent to which additional federal dollars will be available remains to be seen.

Private contributions toward capital funding also are available, but generally in restricted circumstances. In order to facilitate provision of services to a new development, a developer can make a significant contribution to a particular project when it is needed for the development in question when the City does not have the financial resources to construct the project in circumstances which fit with the developer's timetable. Lastly, individual citizens sometimes contribute in the form of assessments for specific projects which benefit their properties. This is done through the creation of a local improvement district (LID), including all of the benefitted properties. The cost of the project is then assessed against those properties on a proportionate basis.

## **OTHER REVENUES**

There are two other alternative revenue sources available for capital project funding. The first is tax increment financing through the two urban renewal districts created by the City – one in Glenwood and one in Downtown. In an urban renewal district additional taxes resulting from increases in assessed value are sequestered and made available to the district, which then uses those revenues to support debt service on urban renewal bonds used to finance projects within the district.

The second alternative revenue source is an internal charge which is assessed against City departments' operating Budgets to provide funding for preservation and rehabilitation of City buildings and structures.

## CITY ACCOUNTING FUNDS USED FOR CAPITAL RESOURCES

### USER FEE/TAX FUNDS

#### ***Street Capital Fund***

Purpose: To account for operation, maintenance, and construction of the City's streets and transportation system. This includes the City's pavement preservation program, signal operations, bicycle and pedestrian facilities, and streetlight replacement and maintenance. Revenues are generated from a three-cent local motor vehicle fuel tax and a State fuel tax.

Restrictions: Use of these funds is restricted to activities within public rights of way by the Oregon Constitution.

#### ***Wastewater Capital Bond***

Purpose: To account for the construction of capital facilities which are identified in the Wastewater Master Plan as requiring rehabilitation of the existing system or expansion to support growth and development. Revenue bond proceeds provide the financing for the expenditures of this fund.

Restrictions: Funding provided by bond proceeds, including interest earnings, is restricted by the terms of the bond contract developed at the time of the bond sale.

#### ***Wastewater Capital Fund***

Purpose: To account for the operation, construction, and maintenance of the City's wastewater collection system. Wastewater user fee collections provide financing for the expenditures of this fund.

Restrictions: As allowed under state statute, the proceeds of the user fees are retained in the fund for planning, constructing, maintaining and operating the wastewater collection system.

#### ***Stormwater Capital Fund***

Purpose: To account for the operation, construction, and maintenance of the City's stormwater collection and treatment system. Stormwater user fee collections provide the financing for the expenditure of this fund.

Restrictions: As allowed under state statutes, the proceeds of the user fees are retained in the fund for planning, constructing, maintaining, and operating the stormwater collection and treatment system.

### SYSTEMS DEVELOPMENT CHARGE (SDCs) FUNDS

ORS 223.297-223.314 provides a statewide framework guiding systems development charges. Expenditures on improvement SDCs are restricted by state law to capacity-enhancing projects for the system for which the fee is imposed. The reimbursement portion of SDCs may be used for capital projects related to the system for which the fee was collected, including rehabilitation of existing systems.

***Local Wastewater Systems Development Charge Reimbursement Capital Projects Fund***

Purpose: To account for available capacity within the existing wastewater collection system that is attributable to growth. Financing is provided by a SDC levied against developing properties.

Restrictions: Wastewater Reimbursement SDCs are restricted for use of capital maintenance or construction on the wastewater collection system.

***Local Wastewater Systems Development Charge Improvement Capital Projects Fund***

Purpose: To account for construction of the growth-related portion of capacity-enhancing capital projects. Financing is provided by a SDC levied against developing properties.

Restrictions: Expenditures of Wastewater Improvement SDCs are restricted by state law to capacity-enhancing projects for the wastewater system.

***Stormwater Systems Development Reimbursement Capital Projects Fund***

Purpose: To account for available capacity within the existing stormwater system that is attributable to growth. Financing is provided by a SDC levied against developing properties.

Restrictions: Stormwater Reimbursement SDCs are restricted for use on capital maintenance or construction on the stormwater collection system.

***Stormwater Systems Development Improvement Capital Projects Fund***

Purpose: To account for construction of the growth-related portion of capacity-enhancing capital projects. Financing is provided by a SDC levied against developing properties.

Restrictions: Expenditures of Stormwater Improvement SDCs are restricted by state law to capacity-enhancing projects for the stormwater system. ***Transportation Systems Development Reimbursement Capital Projects Fund***

Purpose: To account for available capacity within the existing transportation system that is attributable to growth. Financing is provided by a SDC levied against developing properties.

Restrictions: Transportation Reimbursement SDCs are restricted for use on capital maintenance or construction on the transportation system.

***Transportation Systems Development Improvement Capital Projects Fund***

Purpose: To account for construction of the growth-related portion of capacity-enhancing capital projects. Financing is provided by a SDC levied against developing properties.

Restrictions: Expenditures of Transportation Improvement SDCs are restricted by state law to capacity-enhancing projects for the transportation systems.

## EXTERNAL CONTRIBUTION FUNDS

### ***Community Development Block Grant (CDBG) Fund***

Purpose: To account for Federal grant revenues received for the primary purpose of advancing capital projects that primarily benefit low-income people.

Restrictions: CDBG funds, including interest earnings, must meet the Federal government criteria of benefiting low to moderate income individual's needs, eliminating slums and blight, and addressing urgent needs.

### ***Development Projects Fund***

Purpose: This fund accounts for funds donated by developers toward the construction of capital projects directly affected by the particular development.

Restrictions: Funding is usually project specific and must only be spent on those capital projects for which they were collected.

### ***Special Assessments Capital Project Fund***

Purpose: To account for the interim financing and related costs of construction for public improvements which primarily benefit adjacent property owners of the subject capital project. Revenues are generated through special assessments being levied against the benefiting properties.

Restrictions: State law restricts assessments to the specific improvement constructed.

### ***Federal and State Aid Project Funds***

Purpose: To account for State and Federal grants awarded to the City for the purpose of preserving or enhancing City facilities. These funds are typically directed towards projects that preserve or enhance the City's transportation infrastructure. Following is a list of the typical sources:

- STBG Funds – Surface Transportation Block Grant Funds
- TA Funds – Transportation Alternatives Funds
- CMAQ Funds – Congestion Mitigation Air Quality Funds
- SRTS Funds – Safe Routes To Schools Funds
- ARTS Funds – All Roads Transportation Safety Funds

Restrictions: Funding is usually project specific and must only be spent on those capital projects that meet the requirements of the specific grant.

## OTHER FUNDS

### ***Springfield Economic Development Agency (SEDA) Funds***

Purpose: To account for funds collected and set aside within Urban Renewal Districts as defined and adopted by the City Council.

Restrictions: Funds collected within the specified Urban Renewal District and set aside for capital projects are restricted for use on capital projects benefiting the Urban Renewal District.

***Booth Kelly Fund***

Purpose: To account for revenues received from rents and leases at the Booth Kelly Center. These funds are set aside for Capital Improvement projects that improve the Booth Kelly Center.

***Building Preservation Fund***

Purpose: To account for funds collected and set aside for maintenance and improvements to City owned buildings and facilities.



# SECTION III FINANCIAL SUMMARIES

2027 TO 2031  
SUMMARY OF PROPOSED REVENUES AND EXPENDITURES (\$000S)

REVENUE SOURCE	FUND #	BEGINNING BALANCE FY27*	2027		2028		2029		2030		2031		TOTAL		BALANCE
			REVENUE	EXPEND	REVENUE	EXPEND	REVENUE	EXPEND	REVENUE	EXPEND	REVENUE	EXPEND	REVENUE	EXPEND	
BUILDING PRES. RESERVE	420	5,000	300	350	300	350	300	350	300	350	300	350	6,500	1,750	4,750
SDC (TRANS IMPROV)	434	12,200	2,200	295	2,200	405	2,200	297	2,200	770	2,200	295	23,200	2,062	21,138
SDC (TRANS REIMBUR)	434	800	100	50	100	50	100	50	100	50	100	50	1,300	250	1,050
SDC (WASTEWATER IMPROV)	611	5,600	550	0	550	0	550	0	550	0	550	0	8,350	0	8,350
SDC (WASTEWATER REIMBUR)	611	14,200	1,300	250	1,300	250	1,300	250	1,300	250	1,300	250	20,700	1,250	19,450
SDC (STORM IMPROVEMENT)	617	4,400	400	0	400	0	400	350	400	115	400	10	6,400	475	5,925
SDC (STORM REIMBURSEMENT)	617	1,600	200	103	200	103	200	103	200	103	200	103	2,600	515	2,085
STORM CAPITAL	617	16,100	500	1,775	500	1,775	500	1,825	500	1,183	500	775	18,600	7,333	11,267
WASTEWATER CAPITAL	611	16,200	300	2,250	300	2,250	300	2,250	270	2,250	270	2,250	17,640	11,250	6,390
STREET CAPITAL	434	16,000	200	200	200	200	200	200	200	200	200	200	17,000	1,000	16,000
<i>Sub-totals:</i>		92,100	6,050	5,273	6,050	5,383	6,050	5,675	6,020	5,271	6,020	4,283	122,290	25,885	96,405
<b>GRANTS &amp; DONATIONS</b>															
ODOT**	434	0	1,237	1,237	0	0	0	0	0	0	0	0	1,237	1,237	0
FEDERAL GRANT***	434		0	0	0	0	0	0					0	0	0
<i>Sub-totals:</i>			1,232	1,237	0	0	0	0	0	0	0	0	1,237	1,237	0
<b>Grand Totals</b>			7,282	6,510	6,050	5,383	6,050	5,675	6,020	5,271	6,020	4,283	123,527	27,122	96,405

\*FY27 Beginning balances are estimated  
 \*\*These funds may not pass through the City's budget.  
 \*\*\*Proposed CDBG Capital Projects are identified in March. Therefore, Community Development Block Grant projects are not included.



# SECTION IV PROJECTS

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## **UNDERSTANDING THE PROJECT PAGES**

Once projects are identified and selected for inclusion in the Capital Improvement Program, a project page is created for the project. The project page includes important information about a project such as: project description, relation to plans and policies, and status. This information is important for conveying and tracking details as each project moves from concept to construction. The following is a list and description of these elements:

Project Description – This is a description or early scope for a project. Many times this description will be very broad as it may be taken from a master plan or refinement plan and most likely be in conceptual form. The actual scope of a project is generally refined through the various phases of project planning, design and delivery.

Project Status – Status describes the current stage of the Project, e.g. Planning, design, or construction.

Specific Plans/Policies related to this Project – This is a list of the various Council Goals, master plans, refinement plans, adopted policies, and/or reports that relate to a project.

Expenditure Schedule – Lists various project activities and estimates the timing and cost to accomplish the project activity.

Funding Source – Describes how and when a project will/needs to be funded and the source of that funding (e.g., bonds, capital funds, SDCs, grants).

## **STORMWATER**

### **Overview**

Stormwater projects fall into several categories:

**Stormwater Studies** – These projects typically fund the study of an area or basin to review current conditions and model future conditions to determine capital investment needs such as water quality facilities, repairs and upgrades, or system expansion.

**Stormwater Rehab/Improvements** – These projects typically provide upgrades to the City’s existing stormwater system or the removal of inactive or potentially unsafe storm lines. Projects may include the repair and upsizing of storm lines, or the addition of storm lines to reduce localized flooding and enhance system performance.

**Capacity Enhancement** – These projects typically provide additional capacity to an existing stormwater system that is currently undersized or address capacity needs that have been identified to support future growth. These types of improvements may include an additional detention pond, detention facilities, offline water quality treatment facilities, or increased pipe capacity.

**Restoration and enhancement** – These projects typically involve restoring or enhancing streams and waterways. Projects may include repairing channel deterioration, providing access for fish passage, removal of invasive plant species and enhancing native species, or improving flow capacity.

**New Facilities** - These projects typically add new capacity to the system by constructing new stormwater facilities because of or in anticipation of new development, or permit requirements to expand treatment capacity. Projects may include storm lines or water quality facilities built as part of a new subdivision or identified in the Stormwater Master Plan. Projects may also include the extension of stormwater pipelines to support growth.

FY25-FY26 Capital Project Status Update - Stormwater

Project Title	Project Number	In Previous CIP	Project Category	Project Status	FY26 Budget (\$ in Thousands)	Total Cost to Complete	Notes
Booth Kelly Stormwater Drainage Plan Implementation	P50234	X	Upgrades	Not Started	\$150		
Channel 6 Master Plan Implementation	P41020	X	Upgrades	On-Hold	\$799		Some work will be completed as part of the Laura Street Upgrades, remainder of projects on hold.
Stormwater Master Plan Update	P41021	X	Studies	Not Started	\$0		Will update basin by basin and not entire plan at once.
Glenwood Stormwater Master Plan	P41042	X	Studies	Not Started	\$325		
42nd Street Levee Study	P41044	X	Flood Control	Design	\$600	\$4,000	Need 35% (Approx. \$4m) match for \$15M CORPS contribution.
Irving Slough Improvements	P21138	X	Water Quality	On-Hold	\$1,225		Pending needs analysis following International Paper's process water discharge changes and 42nd St Levee analysis.
Glenwood Park Blocks	P41045	X	Studies	Not Started	\$50		
Drainage Repair	P61002	X	Repair and Preservation	Ongoing Program	\$700		Stormwater treatment facility repair.
Channel Improvement	P61004	X	Water Quality	Ongoing Program	\$1,192		
MS4 Permit Implementation	P61005	X	Water Quality	Ongoing Program	\$80		Ongoing annual reporting and program management.
Riparian Land Management	P61006	X	Water Quality	Ongoing Program	\$303		Purchased Linda Lane property.
HOA Water Quality Facilities	P61012	X	Water Quality	Ongoing Program	\$85		

### Drainage Repair

**Department** Development and Public Works

**Project Description:**

This program involves the rehabilitation of Springfield drainage systems; to repair or replace older pipe in the system and solve flooding problems and reduce street surface failures due to poor drainage. This program also includes rehabilitation of catch basins and culverts to prevent flooding, and the contractual cleaning of large storm sewer pipe.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield Stormwater Management Plan
- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Asset Management Program
- Natural Hazard Mitigation Plan

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital	\$75	\$75	\$75	\$75	\$75	\$375
Stormwater Reimbursement SDC	\$50	\$50	\$50	\$50	\$50	\$250
<b>Total</b>	<b>\$125</b>	<b>\$125</b>	<b>\$125</b>	<b>\$125</b>	<b>\$125</b>	<b>\$625</b>

## Channel Improvement

**Department**                      Development and Public Works

**Project 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 flow capacity, water quality, and fish habitat functions. These improvements include culvert replacements or retrofits, road crossing and outfall modifications, and channel restoration. The adoption of the Springfield Total Maximum Daily Load Implementation Plan identifies an additional temperature benefit from channel restoration and shading.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield Stormwater Management Plan
- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Asset Management Program
- Natural Hazard Mitigation Plan
- Total Maximum Daily Load (TMDL) Implementation Plan

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital	\$80	\$80	\$80	\$80	\$80	\$400
Stormwater Reimbursement SDC	\$20	\$20	\$20	\$20	\$20	\$100
<b>Total</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$500</b>

### MS4 Permit Requirements

**Department** Development and Public Works

**Project Description:**

Develop and implement programs and projects to comply with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Discharge requirements. In 2003, the City applied for an MS4 permit from the Oregon Department of Environmental Quality (DEQ), which authorizes the City to lawfully discharge stormwater to the McKenzie and Willamette Rivers and their tributaries. The Permit was renewed in 2021 and requires the City to implement programs and capital projects that improve stormwater quality. Data show that stormwater in Springfield waterways routinely violates water quality standards established to protect human health and aquatic life. This project provides for minor capital improvements and/or capital equipment purchases necessary and appropriate to address high priority water quality problem areas.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield Stormwater Management Plan
- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Total Maximum Daily Load (TMDL) Implementation Plan

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital	\$20	\$20	\$20	\$20	\$20	\$100
Stormwater Reimbursement SDC	\$20	\$20	\$20	\$20	\$20	\$100
<b>Total</b>	<b>\$40</b>	<b>\$40</b>	<b>\$40</b>	<b>\$40</b>	<b>\$40</b>	<b>\$200</b>

May need to ramp up to meet permit requirements, may need to dedicate one staff member

## Riparian Land Management

**Department**                      Development and Public Works

**Project Description:**

This project provides funding to purchase riparian area lands from private property owners where needed to meet City and regulatory objectives for water quality, stormwater management, flood control and habitat protection. It also provides funding for consultant services to evaluate riparian buffer areas, City and other activities affecting them. Property acquisitions will typically result in increased operational spending to maintain city owned property. Projects developed on property acquired may, however, produce savings through reduced spending for flood control, water quality improvement, and wetland mitigation activities. Project funding levels have been reduced to conform to eligibility levels for improvement SDCs. Council adoption and implementation of a reimbursement SDC may permit restoration of prior funding levels.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield Stormwater Management Plan
- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Total Maximum Daily Load (TMDL) Implementation Plan

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital	\$15	\$15	\$15	\$15	\$15	\$75
Stormwater Reimbursement SDC	\$13	\$13	\$13	\$13	\$13	\$65
<b>Total</b>	<b>\$28</b>	<b>\$28</b>	<b>\$28</b>	<b>\$28</b>	<b>\$28</b>	<b>\$140</b>

### HOA Water Quality Facilities (WQF)

**Department**                      Development and Public Works

**Project Description:**

There are approximately 40 WQFs in subdivisions that were built between 1993 and 2010 that are privately owned by HOAs or another private entity (individual residents, the original developer, etc.). The City has taken a progressively more active role in maintaining these facilities over the past five years. With the approval of Council in 2013, the City's Operations Division hires a temporary work crew each summer to manage vegetation in the facilities and ensure they are functioning properly. This capital program will begin setting aside funds to take over and bring into compliance selected privately owned water quality facilities.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield Stormwater Management Plan
- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Total Maximum Daily Load (TMDL) Implementation Plan

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital	\$85	\$85	\$85	\$85	\$85	\$425
Stormwater Reimbursement SDC						
<b>Total</b>	<b>\$85</b>	<b>\$85</b>	<b>\$85</b>	<b>\$85</b>	<b>\$85</b>	<b>\$425</b>

### 42nd Street Levee

**Department**                      Development and Public Works

**Project Description:**

The 42nd Street Levee in Springfield no longer meets federal flood certification standards but has traditionally provided flood control to protect over 1/3 of Springfield residents and multiple billions of dollars in property and public assets. Thanks to the assistance of our federal delegation, the US Army Corps of Engineers (ACOE) is moving through a process to 100% fund a Federal Interest Determination and the follow-on scope of a Feasibility Study. After that, ACOE will expect Springfield to pay for 50% of the actual Feasibility Study. The Feasibility Study is on the critical path to a permanent McKenzie Levee solution, and would begin in 2022

**Project Status:**

Design

**Specific Plans/Policies Related to this Project:**

- National Levee Safety Program
- National Flood Insurance Program
- Natural Hazard Mitigation Plan

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital	\$1,500	\$1,500	\$1,000			\$4,000
Stormwater Reimbursement SDC						
<b>Total</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,000</b>

**S. 67th Street Stormwater Improvements**

**Department**                      Development and Public Works

**Project Description:**

Pipe improvements for flood control. Currently, during heavy rainfall the storm system surcharges at 67th and Main Street flooding private property.

**Project Status:**

Not Started

**Specific Plans/Policies Related to this Project:**

- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Natural Hazard Mitigation Plan

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital				\$408		\$408
Stormwater Improvement SDC				\$42		\$42
<b>Total</b>	\$0	\$0	\$0	\$450	\$0	\$450

### Jasper-Natron

**Department**                      Development and Public Works

**Project Description:**

The Jasper-Natron area requires comprehensive evaluation for future stormwater infrastructure needs to support future growth and meet the City's DEQ Stormwater Discharge Permit requirements. The first phase of the project will completing the analysis to develop a master plan for the basin, followed by implementation either by private developments, or City sponsored initiatives. The funding identified is for study and plan development.

**Project Status:**

Not Started

**Specific Plans/Policies Related to this Project:**

- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Natural Hazard Mitigation Plan
- Total Maximum Daily Load (TMDL) Implementation Plan

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital			\$350			\$350
Sormwater Improvement SDC			\$350			\$350
<b>Total</b>	\$0	\$0	\$700	\$0	\$0	\$700

Lower Mill Race

**Department** Development and Public Works

**Project Description:**

Overall project goal is to design and 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. The project will start with the development of a plan that analyzes existing conditions and identifies the feasible project elements to achieve the project goals.

**Project Status:**

Not Started

**Specific Plans/Policies Related to this Project:**

- Stormwater Master Plan
- DEQ Stormwater Discharge Permit
- Natural Hazard Mitigation Plan
- Total Maximum Daily Load (TMDL) Implementation Plan
- Booth Kelly Stormwater Plan
- Stormwater Management Plan
- Mill Race Ecosystem Plan

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital				\$500		\$500
Sormwater Improvement SDC				\$73		\$73
<b>Total</b>	\$0	\$0	\$0	\$573	\$0	\$573

### Mill Race Firm Update

**Department**                      Development and Public Works

**Project 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.

**Project Status:**

Not Started

**Specific Plans/Policies Related to this Project:**

- Natural Hazard Mitigation Plan
- Continued Participation in the National Flood Insurance Program

**Capital Costs** (\$ in thousands)

Fund	2027	2028	2029	2030	2031	Total
Stormwater Capital			\$200			\$200
<b>Total</b>	\$0	\$0	\$200	\$0	\$0	\$200

## Over-Under Channel Phase 2

**Department** Development and Public Works

**Project Description:**

The Over-Under Channel system has approximately 2,200 linear feet of woodstave pipe, and 1,000 linear feet of corrugated metal pipe (CMP) remaining under the existing channel. Phase 2 is intended to replace the existing woodstave and remaining CMP with a new pipe, as well as provide a parallel pipe for additional capacity as recommended in the 2008 Stormwater Facility Master Plan and the Over-Under Channel investigative report. The remaining pipe to be replaced runs from 10th Street east to 14th Street across Springfield School District property and Willamalane Park property.

**Project Status:**

Not Started

**Specific Plans/Policies Related to this Project:**

Stormwater Master Plan

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Stormwater Capital					\$500	\$500
Stormwater Improvement SDC					\$10	\$10
<b>Total</b>	\$0	\$0	\$0	\$0	\$510	\$510

Unfunded Projects List - Stormwater

Project Title	Project Category	Project Status	Estimated Funding Need	Notes
Gray Creek/72nd Street	Expansion	Not Programmed-Pending Funding	\$6,000,000	Construction of new channels and other improvements to accommodate runoff from future development
Corporate Way Pond	Studies	Not Programmed-Pending Funding	\$250,000	Develop a vegetation management plan SWMP Project 43-WQ
Cedar Creek Intake Reconstruction	Water Quality	Not Programmed-Pending Funding	\$1,000,000	Restoration work to improve and manage year round flow volumes
North Willamette Heights	Studies	Not Programmed-Pending Funding	\$100,000	Develop a basin specific master plan to guided development and redevelopment
Jasper Slough	Restoration	Not Programmed-Pending Funding	\$100,000	Culvert and open channel improvements along with riparian vegetation restoration
Woodstave Removal	Upgrades	Not Programmed-Pending Funding	\$750,000	This pipeline is located south of S. A Street and is complicated by the fact portions of the line are under existing buildings and lack public access easements
S and T Streets Drainage	Upgrades	Not Programmed-Pending Funding	\$750,000	Upgrade project to improve inadequate storm system and alleviate localized flooding. Reference Channel 6 Study and Master Plan
I-5 N. Gateway/Sports Way Channel	Water Quality	Not Programmed-Pending Funding	\$750,000	Construct a combination flood control/water quality facility adjacent to the Gateway Natural Resource area.
Q Street Channel	Water Quality	Not Programmed-Pending Funding	\$750,000	Channel Repair, riparian enhancement and shading to address temperature issues in the TMDL.
Maple Island Slough	Studies	Not Programmed-Pending Funding	\$650,000	Evaluate capacity needs to support developments and develop a vegetation management plan.

## **TRANSPORTATION**

### **Overview**

Transportation projects fall into the categories noted below:

**Planning and Project Development** – These projects range from larger facility planning, to concept project planning, to specific project development. Funding for these projects relies heavily on Federal and State funds, with City funds used to supplement project budgets and, in some cases, provide required match funding to external resources. Current examples of this in the CIP are Mill Street Reconstruction and Franklin Boulevard Phase 2 Improvements.

**Maintenance and Operations** – These projects are typically programmatic and can provide funding for a range of activities within each project. Street Light Infill and Pole Replacement, Traffic Control Projects, and Intelligent Transportation System investments fall in to this category.

**Pavement Preservation** – These projects are identified by the Operations Division through the Infrastructure Management System. Funding for these projects relies heavily on local and State fuel tax revenues and are supplemented with Transportation Reimbursements SDCs, and federal dollars programmed at the discretion of the Central Lane Metropolitan Planning organization (MPO). Examples of pavement preservation projects is the Street Seal and Overlay program identified in this CIP and the Street Bond preservation projects identified in the previous CIP and current Capital Budget.

**System Improvement, Existing** – These projects typically either bring existing infrastructure up to the adopted urban standards, or make capacity and safety improvements to existing facilities. Funding for these projects rely on all available resources. A current example of these types of projects in the CIP is the Filling the Gaps – Safe Routes to Schools project.

**System Improvement, New Facilities** – These projects typically add new infrastructure to the City's transportation system and are identified within the various planning documents. The trigger for these projects is driven mostly by growth and an identified future need to relieve stress on the system. Project funding relies on all available sources.

FY25-FY26 Capital Project Status Update - Streets and Transportation

Project Title	Project Number	In Previous CIP	Project Category	Project Status	FY26 Budget (\$ in Thousands)	Total Cost to Complete (\$ in Thousands)	Notes
Bond Projects	B21003-B21008		Repair and Preservation	Design		\$20,000	Design underway, construction anticipated FY27-FY28.
Olympic MUP- RRFB (SRTS)	O21004		Upgrades	Design			Design underway, construction anticipated FY27.
Filling the Gaps - Sidewalk Infill Project	P21147	X	Safety	Construction	\$151		Design underway, construction anticipated FY27.
S. 28th Street Paving	P21155	X	Upgrades	Completed			
Mill Street Reconstruction	P21156	x	Repair and Preservation	Construction	\$557	\$14,000	Construction anticipated to be completed FY26.
Virginia/Daisy Bicycle Blvd. Phase 2 - S. 42nd and Daisy Roundabout	P21159	X	Safety	Design	\$594		Design underway, construction anticipated FY27.
Jasper Rd./Dondea RRFB	P21167	X	Safety	Completed			
City of Springfield Signal Enhancements	P21173	X	Upgrades	Completed			
Jasper/Filbert RRFB Crossing	P21174	X	Safety	Completed			
Franklin OR 225 (Env. Analysis and Prelim Design)	P21176	X	Upgrades	Design	\$60	\$56	Design underway through Preliminary Plans.
S 32nd and Virginia RRFB	P21177	X	Safety	Design		\$20	
Citywide Streetlight LED Upgrades	P21183	X	Upgrades	Completed			
Laura St. Reconstruction	P21188	X	Repair and Preservation	Construction	\$182	\$2,600	Construction underway, completion anticipated early FY26.
42nd Street Overlay - International Paper to Marcola Rd.	P21195	X	Repair and Preservation	Completed			
Glenwood Riverfront Development	P21209		Expansion	Planning			Project is in the planning phase. Design will commence once the final master plan for the area is approved.
South A Street	P21216		Studies	Planning	\$120		Planning study to commence in FY26.
S 48th Street - Main St. to Daisy St.	P21217		Expansion	Planning		\$5,686	Project is in the planning phase. Design will commence FY26.
West D Street Improvements	P41049	X	Safety	Completed			Project identified and funded though the Walking-Biking Safety grant application.
Franklin Phase 2 Design	P41058	X	Upgrades	Design		\$7,600	Design underway, construction anticipated FY27.
ADA Transition Projects	P61003	X	Upgrades	Ongoing Program	\$225		
Transportation Demand Management	P61007	X		Ongoing Program	\$140		Funds set aside to advance projects to enhance non-auto travel links throughout the City.

FY25-FY26 Capital Project Status Update - Streets and Transportation

Project Title	Project Number	In Previous CIP	Project Category	Project Status	FY26 Budget (\$ in Thousands)	Total Cost to Complete (\$ in Thousands)	Notes
Traffic Control Projects	P61008	X		Ongoing Program	\$520		Funds set aside to advance intersection improvement projects. Example: S. 42nd St.\Daisy Intersection.
42nd Street Operational, Safety, and Mobility Improvements	P21193	X	Upgrades	On-Hold	\$10,000		Planning to commence in coordination with 42nd Street Levee project.
Gateway Area Traffic Improvements	P61009	X		Ongoing Program	\$1,070		Funds set aside to advance project in the Gateway area to increase capacity.

### Transportation Demand Management

**Department**                      Development and Public Works

**Project Description:**

The project includes match funding for other transportation options projects to enhance non-auto travel links in the community such as Street multi-use paths, bike lane striping, enhancements to pedestrian facilities, and other activities that promote non-single auto travel choices.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield TSP                      TDM Goals
- State Legislation                      Regional Transportation Plan

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Transportation Improvement SDC	\$10	\$10	\$10	\$10	\$10	\$50
<b>Total</b>	\$10	\$10	\$10	\$10	\$10	\$50

**Traffic Control Projects**

**Department**                      Development and Public Works

**Project Description:**

This project is for installation of new traffic signals and modification of existing signals or installation of roundabouts at various City intersections. Example intersections include: Thurston Rd. & 66th St., 42nd St. & Marcola Road, South 42nd & Daisy St., South 40th & Daisy St., 19th St. and Marcola Rd., and 28th St. & Centennial Blvd. Signal modifications may include changing phase order, adding overlaps, and other enhancements to safety or efficiency like improved pedestrian crossings. Various striping and signing improvements may also be implemented under the Traffic Control Projects. 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.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Springfield TSP                      Regional Transportation Plan  
 Council Policy

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Transportation Improvement SDC	\$35	\$35	\$35	\$35	\$35	\$175
<b>Total</b>	<b>\$35</b>	<b>\$35</b>	<b>\$35</b>	<b>\$35</b>	<b>\$35</b>	<b>\$175</b>

### Gateway Area Traffic Improvements

**Department**                      Development and Public Works

**Project Description:**

Transportation improvements at various locations in the Gateway area to increase capacity, relieve congestion, and improve safety. 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 is identified to match the allowable SDC funds.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Springfield TSP                      Gateway Traffic Capacity Analysis  
 Council Goals                          I-5/Beltline Environmental Assessment

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Transportation Improvement SDC	\$225	\$225	\$225	\$225	\$225	\$1,125
<b>Total</b>	<b>\$225</b>	<b>\$225</b>	<b>\$225</b>	<b>\$225</b>	<b>\$225</b>	<b>\$1,125</b>

Intelligent Transportation Systems (ITS)

**Department**                      Development and Public Works

**Project 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.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Regional ITS Operations & Implementation Plan for Eugene-Springfield Metropolitan Area  
Springfield TSP

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Transportation Improvement SDC	\$25	\$25	\$25	\$25	\$25	\$125
<b>Total</b>	\$25	\$25	\$25	\$25	\$25	\$125

Local/Residential Street Preservation and Maintenance

**Department** Development and Public Works

**Project Description:**

A continuing street maintenance preservation effort by slurry and crack sealing of Local/Residential Street System performed by contract. In order to maintain the City's local street system approximately 5 to 8 miles should be crack sealed and slurry sealed annually. Funds programmed fund an annual slurry seal project.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Infrastructure Management System

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Street Capital	\$150	\$150	\$150	\$150	\$150	\$750
<b>Total</b>	\$150	\$150	\$150	\$150	\$150	\$750

### ADA Transition Projects

**Department**                      Development and Public Works

**Project 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.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Springfield TSP
- Regulatory Requirements

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Street Capital	\$50	\$50	\$50	\$50	\$50	\$250
Transportation Reimbursement SDC	\$50	\$50	\$50	\$50	\$50	\$250
<b>Total</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>	<b>\$500</b>

48th Street (Main to Daisy)

**Department**                      Development and Public Works

**Project Description:**

This project constructs a new street and path connection. It will increase street network and path connectivity, reduce out of direction travel to and from the residential areas to the south of Main Street, and reduce automobile traffic from a portion of the Disy St. Bikeway, which will make the neighborhood corridor more comfortable for people walking and rolling. Additionally, this connection will enable development of new housing on the westside of the street.

**Project Status:**

Planning

**Specific Plans/Policies Related to this Project:**

- Council Goals
- Springfield TSP
- Regional Transportation Plan

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Transportation Improvement SDC		\$110	\$2	\$475		\$587
<b>Total</b>	\$0	\$110	\$2	\$475	\$0	\$587

Unfunded/Partial Funded Projects List - Streets and Transportation

Project Title	Project Category	Project Status	Estimated Funding Need	Notes
Virginia-Daisy Bikeway Phase 3	Upgrades	Not Programmed-Pending Funding	\$1,400,000	Construction of Bicycle, pedestrian, and ADA improvements between S. 32nd Street and S. 42nd Street. Currently scoping for potential ARTS grant funding.
Gateway-Beltline Intersection Improvements	Upgrades	Not Programmed-Pending Funding	\$20,000,000	Phase 2 improvements currently outlined in the Revised Environmental Assessment (REA) include construction of a couplet.
Signal System Modernization	Upgrades	Not Programmed-Pending Funding	\$55,000 on an annual basis	Upgrade program to keep City traffic signals up to date on technology
Bridge Preservation	Repair and Preservation	Not Programmed-Pending Funding	\$50,000 on an annual basis	This City owns 14 bridges that are inspected on a biennial schedule by ODOT. This program would facilitate completion of identified repair needs
Downtown District Pedestrian Scale Lighting	Upgrades	Not Programmed-Pending Funding	\$7,600,000	Complete all downtown lighting upgrade phases.
Arterial/Collector Street Preservation Program	Repair and Preservation	Not Programmed-Pending Funding	\$1,000,000 on an annual Basis	A continuing street maintenance effort of pavement sealing and/or overlay of the Arterial/Collector Street System
Arterial/Collector Street Reconstruction Program	Restoration	Not Programmed-Pending Funding	\$1,000,000 on an annual Basis	Within the City's Street inventory, the condition of approximately 24 miles of streets classified as a collector or arterial have deteriorated to the point that reconstruction of the structure is the only option
Local/Residential Street Reconstruction	Restoration	Not Programmed-Pending Funding	\$300,000 on an annual basis	Within the City's Street inventory, the condition of approximately 68 miles of local/residential streets has deteriorated to the point that reconstruction of the structure is the only option
Maple Island Improvements	Upgrades	Not Programmed-Pending Funding	\$2,000,000	This project will upgrade the roundabout at Maple Island Road and International Way. It will also extend the Maple Island Loop Road to the north along the Maple Island Slough.
Main Street Lighting	Upgrades	Not Programmed-Pending Funding	\$1,000,000	The project will add lighting to Main Street from 20th to 72nd by placing lights on existing poles where available and installing new poles where necessary
Pedestrian Crossing Enhancements	Safety	Not Programmed-Pending Funding	\$750,000	Several crossings have been identified that would receive a safety benefit from the installation of a RRFB (Rectangular Rapid Flashing Beacon) or a PHB (Pedestrian Hybrid Beacon).
Signal Communications	Upgrades	Not Programmed-Pending Funding	\$500,000	The project will evaluate central system software, fiber optic lines, wireless radio communication, and existing copper connections
Glenwood Riverfront Path	Expansion	Not Programmed-Pending Funding	\$1,000,000	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
48th Street / G Street / 52nd Street Path	Upgrades	Not Started-Partially Funded	TBD	Planning and NEPA to occur in FY27.
Flamingo Ave. Path and EWEB Path Extension	Expansion	Not Started-Partially Funded	\$350	Planning phase to occur in FY27 in conjunction with 48th St/G St/52nd St Path Project
McKenzie River Path	Expansion	Partially Funded	TBD	Willamalane received an Oregon Community Paths grant and a feasibility study is currently underway.

## **SANITARY SEWER**

### **Overview**

Wastewater projects included in this CIP fall into two categories:

Preservation and Rehabilitation – These projects typically involve upgrading the current wastewater system. Projects may include the rehabilitation of existing sanitary sewer lines, laterals and connections to reduce infiltration and inflow of groundwater into the system.

New Facilities – These projects typically involve the construction of new wastewater facilities as a result, or in anticipation of new development. Projects may include sanitary sewer lines built as part of a new subdivision and extension of sanitary sewer trunk lines.

FY25-FY26 Capital Project Status Update - Sanitary Sewer

Project Title	Project Number	In Previous CIP	Project Category	Project Status	FY26 Budget (\$ in Thousands)	Total Cost to Complete (\$ in Thousands)	Notes
Jasper Trunk - Phase 3	P21065	X	Expansion	Construction	\$2,343	\$5,000	Design is complete, construction anticipated FY26.
70th St. Wastewater Basin Rehab	P21185	X	Repair and Preservation	Completed			
72nd St. Wastewater Basin Rehab	P21186	X	Repair and Preservation	Completed			
Flow Monitoring Program	P41064	X	Studies	Design	\$176		Work on microbasin modeling continues. Rehab projects have been identified and will be programmed in the CIP.
Wastewater Master Plan	P41062	X	Studies	Completed	\$500		
Harbor Drive Pump Station	P21204		Expansion	Design		\$1,000	Design is underway, awaiting property aquisition.
CMOM Planning & Implementation	P61000	X	Repair and Preservation	Ongoing Program	\$1,700		Funds to be programmed to repair and preservation projects identified through modeling.
Sanitary Sewer Repair	P61001	X	Repair and Preservation	Ongoing Program	\$500		Funds programmed each year for unforeseen emergency repair work.
Local Sewer Extension	P61013	X	Expansion	Ongoing Program	\$1,000		Funds set aside to extend wastewater service to annexed area within the City that are not currently served. Current projects include Pacific Avenue and Aspen St. Next project, Thurston Road extention.

**CMOM Planning & Implementation**

**Department**                      Development and Public Works

**Project Description:**

The City of Springfield's obligations in the 2001 Wet Weather Flow Management Plan (WWFMP) were completed by January 2010; however it is necessary for the City to continue to fund wastewater system rehabilitation and Inflow and Infiltration (I/I) reduction projects. These additional projects have been identified through the Wastewater Master Plan Update project and the Capacity, Management, Operations and Maintenance (CMOM) program that will likely be included in the next NPDES permit for the wastewater system.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

- Wastewater Master Plan
- Regulatory Requirements

**Capital Costs (\$ in thousands)**

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Wastewater Capital	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$7,500
<b>Total</b>	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$7,500

## Local Sewer Extensions

**Department** Development and Public Works

**Project Description:**

Within the City of Springfield's city limits and Urban Growth Boundary (UGB) are several areas that are fully developed, but lack wastewater service. The project would fund extending wastewater pipes to these areas upon request of affected property owners or annexation, with some or all of the cost possibly reimbursable through assessments. Increased infrastructure will increase the need for more maintenance personnel which impacts the wastewater operations budget. The estimated increase in the wastewater operations cost is \$1,600 per 1,000 feet of new pipe.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Wastewater Master Plan

Council Goal to provide for development

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Wastewater Capital	\$500	\$500	\$500	\$500	\$500	\$2,500
<b>Total</b>	\$500	\$500	\$500	\$500	\$500	\$2,500

## Sanitary Sewer Repair

**Department** Development and Public Works

**Project Description:**

This project involves the contracted repair or replacement of sanitary sewers that require either emergency rehabilitation as a result of Sanitary Sewer Overflows or the prospect of impending system failures. The DPW Operations Division addresses an average of four (4) emergency repairs of this nature annually.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Wastewater Master Plan  
CMOM Program

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Wastewater Capital	\$250	\$250	\$250	\$250	\$250	\$1,250
Wastewater Reimbursement SDC	\$250	\$250	\$250	\$250	\$250	\$1,250
<b>Total</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$2,500</b>

Unfunded Projects List - Watewater

Project Title	Project Category	Project Status	Estimated Funding Need (\$ in thousands)	Notes
South Springfield #1	Expansion	Not Programmed-Pending Funding	\$1,100	Upgrade PVC gravity sewer along S 2nd St. south of SR126 from MH 665196 to 665216.
Mid-Springfield #3	Upgrades	Not Programmed-Pending Funding	\$1,000	Upgrade PVC gravity sewer along Olympic St. from MH 20977 to 20969.
Gateway #4	Upgrades	Not Programmed-Pending Funding	\$620	Install new drop connection MH at Node 26217 at Shelley St. and Don St. Regrade upstream piping on Shelley St. to MH 22870.
North Springfield #2	Upgrades	Not Programmed-Pending Funding	\$2,050	Upgrade PVC gravity sewer along Marcola Rd. by Kingsford Manufacturing from MH 21059 to 21063.
Mid-Springfield and 21st Street PS	Upgrades	Not Programmed-Pending Funding	\$75	Additional investigation and model update for sewer basin from G St. to D St. and 20th St. to 28th St. Pump station at E St. and 21st St.
Downtown #4	Studies	Not Programmed-Pending Funding	\$75	Additional investigation and model update for sewer basin between Kelly Blvd. & Pioneer Parkway W and E St. & C St.
Gateway #1	Studies	Not Programmed-Pending Funding	\$50	Additional investigatin and model update for Harlow Rd. PS inlet pipe and 8" dia. pipe section (Pipe No.22949_26230) on Don St. located north of Lochaven Ave.
Deadmond Ferry PS	Upgrades	Not Programmed-Pending Funding	\$5,425	Located east of Game Farm Road and Maple Island Road. Upgrade existing pumps.
Nugget Way PS	Upgrades	Not Programmed-Pending Funding	\$4,520	Located at E 19th Avenue and Nugget Way. Upgrade existing pumps.
River Glen PS	Upgrades	Not Programmed-Pending Funding	\$3,166	Locted northwest of intersection of McKenzie Crest Drive and Royal del Lane Upgrades existing pumps.

## **BUILDINGS AND PROPERTY**

### **Overview**

The Buildings and Property section identifies and programs available funds for a variety of projects that may include construction of new facilities; maintenance, repair or renovation of existing facilities; and the demolition of unnecessary or un-maintainable facilities. As the City of Springfield grows, so does the need for municipal public services. These services come with an associated infrastructure that requires continual monitoring, maintenance, replacement and/or additions.

Currently funding is only identified for one ongoing program which is the general ongoing Building Preservation program. Several other projects are identified in the Unfunded Priority Project List. On the overall buildings and Facilities needs list, there are projects at all City-owned buildings, including City Hall, Fire Stations, Museum, Justice Center, Depot, and Development and Public Works Operations Division Facilities.

FY25-FY26 Capital Project Status Update - Building and Facilities

Project Title	Project Number	In Previous CIP	Project Category	Project Status	FY26 Budget (\$ in Thousands)	Total Cost to Complete (\$ in Thousands)	Notes
Building Preservation	P61011	X	Repair and Preservation	Ongoing Program	\$306		Program funds preservation and repairs of City owned buildings. (e.g., City Hall Seismic upgrades)
Booth Kelly Roof Replacement	P21084	X	Repair and Preservation	Not Started	\$100		
Booth Kelly Building Repair	P21170	x	Repair and Preservation	Not Started	\$40		
Firing Range Decommissioning	P21075	X	Water Quality	On-Hold	\$25		Initial study has been completed in coordination with DEQ

## Building Preservation

**Department** Development and Public Works

**Project Description:**

Perform preservation, capital maintenance and repair projects on City-owned buildings, including but not limited to City Hall, 5 Fire Stations, Museum, Justice Center, Jail, Depot, Carter Building and Maintenance Facilities. Projects can include the repair, renovation or replacement of structural, mechanical, electrical, and plumbing systems. Other projects can include systems preservation such as, painting, roofing, lighting, alarm and elevator projects as well as repair and/or upgrades to aesthetic and architectural elements.

**Project Status:**

Ongoing Program

**Specific Plans/Policies Related to this Project:**

Council Goals

**Capital Costs** (\$ in thousands)

<b>Fund</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>Total</b>
Building Preservation Fund	\$350	\$350	\$350	\$350	\$350	\$1,750
<b>Total</b>	\$350	\$350	\$350	\$350	\$350	\$1,750

Unfunded Projects List - Buildings and Facilities

Project Title	Project Category	Project Status	Estimated Funding Need	Notes
City Storage Facility	Expansion	Not Programmed-Pending Funding	\$300,000	
Fire Station 4 & 14 Remodel or Relocation	Upgrades	Not Programmed-Pending Funding	\$3,000 - \$25,000	
Energy Efficiency Projects	Upgrades	Not Programmed-Pending Funding	\$200,000	
Downtown Mill Plaza Design & Construction	Expansion	Not Programmed-Pending Funding	\$3,700,000	
City Hall Stair Repairs	Repair and Preservation	Not Programmed-Pending Funding	\$800	
Elevator Modernization	Repair and Preservation	Not Programmed-Pending Funding	\$400	
Fire Stations and Operations Seismic Inspections & Rehab	Repair and Preservation	Not Programmed-Pending Funding	\$300	
City Hall Storage	Expansion	Not Programmed-Pending Funding	\$100,000	



Citizen Project Request Summary

Project Title	Location	Project Category	Request Summary	Notes
2nd St Improvements	2nd St, S St to T St	Upgrades	Improve currently unimproved street	
6th St	6th St, B st to C St	Upgrades	Mill and fill street surface	
9th St	9th St, Washburne	Upgrades	Improve currently unimproved street	
9th St paving	9th St, C st to F st	Repair and Preservation	Improve currently unimproved street	
9th Street traffic calming	9th St, Centennial - Prescott	Upgrades	Traffic calming	
12th & Modoc Traffic Calming	12th and Modoc	Upgrades	Add traffic calming	Similar request on Parker St
12th and M Intersection	12th and M St	Upgrades	Create 4-way stop	
18th and Mohawk traffic island	18th and Mohawk Blvd	Upgrades	Add traffic light to improve pedestrian visibility	
18th St Traffic Calming	18th St	Upgrades	Add traffic calming	
21st and D St traffic improvements*	21st St + D St*	Upgrades	Stop sign at 21st and D St and traffic calming	
21st Surface Improvements*	21st St*	Repair and Preservation	Pot holes on 21st	
21st surface/traffic improvements*	21st St (and D St)*	Upgrades	Address pot holes on 21st, and add stop sign at D St intersection or add traffic calming	
26th St wastewater line	26th + G	Upgrades	Add sewer line along 26th st north of G St	
28th St surface repair*	28th, Main St to Olympic St*	Repair and Preservation	repair road surface	
36th St repaving	36th, Main to Centennial	Repair and Preservation	repair road surface	Part of Bond Projects.
37th and Jasper Traffic calming	37th St south of Jasper	Upgrades	Add traffic calming to slow traffic	
37th st Sidewalks	37th, Jasper Rd to Redwood Drive	Upgrades	Add sidewalks along school side	
42nd and Daisy Roundabout	42nd and Daisy	Upgrades	add roundabout at 42nd and Daisy	project in design
42nd St	42nd, IP to Marcola*	Repair and Preservation	repave and add turn lane at LFP	street repaved as part of city project
42nd St	42nd, IP to Marcola*	Repair and Preservation	widen, add turn lanes, and signal at 126. repave	paving completed
42nd St and 126 ramp intersection	42nd St at 126 on/off ramp*	Upgrades	Add traffic signal to north intersection	
42nd, 105 WB off ramp at 42nd St Intersection	42nd St*	Upgrades	Add roundabout or traffic light at current stop sign	ODOT jurisdiction, future 42nd project will coordinate with ODOT traffic to improve intersection.
42nd St overpass	42nd St at train tracks	Upgrades	Create overpass over train tracks	
42nd St repaving	42nd, IP to Marcola*	Repair and Preservation	repave 42nd St, create turn lane at LFP	street repaved as part of city project
42nd St repaving	42nd St*	Repair and Preservation	repair road surface	
42nd St roundabouts	42nd St, Main to Marcola*	Upgrades	Add roundabouts at Industrial Ave, Olympic, Marcola Rd, and 216	

Citizen Project Request Summary

Project Title	Location	Project Category	Request Summary	Notes
42nd St traffic barrier	42nd St at Planet Fitness	Upgrades	Install barrier so cars can't make a left turn entering or leaving Planet Fitness parking lot from 42nd	
51st St Improvements	S 51st St, Main to Daisy	Upgrades	Improve Street with lights, sidewalks, road resurfacing and widening	
54th St Sidewalks*	N 54th St*	Upgrades	Add sidewalks	
54th St sidewalks*	54th St*	Upgrades	Add sidewalks and/or speed bumps	
54th St traffic calming*	54th St*	Upgrades	Traffic calming	
64th St surface improvement	64th St, Thurston Park Subdivision	Repair and Preservation	repair potholes, replace missing street signs, and upgrade sewer/water lines	
66th and Thurston Intersection	66th St and Thurston Rd	Upgrades	Add a 4-way stop at this intersection	
73rd St/Thurston Elementary Crosswalk	73rd St behind Thurston Elementary	Safety	Add crosswalk	
Aspen St Improvements*	Aspen St, Centennial Blvd to River	Upgrades	Add traffic calming especially near D St intersection, add bike/ped facilities	
Aspen St sidewalks	Aspen St near school*	Upgrades	Complete sidewalks along Aspen St	
Aspen St south improvements	Aspen St, Centennial Blvd to River*	Upgrades	Reduce speed limit and add bike lanes and sidewalks	
Aspen St south improvements	Aspen St, Centennial Blvd to River*	Upgrades	lower speed limit, add speed bumps and sidewalks	
Aspen St south improvements	Aspen St, Centennial Blvd to River*	Upgrades	Add sidewalks, lower speed limit, add speed bumps	
Aspen St.	Aspen St. traffic calming	Upgrades	reduce speed limit and add speed bumps near school	location included in bond project
Aspen St. Bike Ped*	Aspen St, Centennial Blvd to River	Upgrades	Improve bike/ped facilities between Centennial and River Paths	
Bob Straub landscaping	Bob Straub Main to Mt Vernon	Repair and Preservation	Improve landscaping in median	
Centennial and Anderson Crosswalk	Centennial Blvd + Anderson Ln	Safety	Protected crosswalk or other facility to make crossing safer	
Centennial Blvd protected bike lanes	Centennial Blvd	Safety	Add protected bike lanes, especially on I-5 overpass. More crosswalks on Centennial, especially at Kelly.	
Centennial Traffic calming	Centennial, 21st-28th	Upgrades	add speed bumps between 21st and 28th	pilot project in progress
Citywide surface repairs	Mill St, 28th, others	Repair and Preservation	repair pot holes throughout city	Mill street recently completed
Commercial Ave Sidewalks	Commercial Ave, 35th-42nd	Upgrades	Add sidewalks and street trees	
Community spaces	Springfield	Upgrades	Create car-free zones or larger sidewalks with shade/rain coverage including native vegetation and art. Space for pop-up vendors.	
Darlene Ave and Hartman Ln	Darlene Ave and Hartman Ln*	Upgrades	re-pave road and improve bike/ped safety	sidewalk in design
Darlene Ave and Hartman Ln	Darlene Ave and Hartman Ln*	Upgrades	Add sidewalks	sidewalk in design
Dornoch ADA ramp	Dornoch and Darlene*	Upgrades	Add ADA ramps at corners	sidewalk in design

Citizen Project Request Summary

Project Title	Location	Project Category	Request Summary	Notes
EWEB Path Crossing	EWEB path, Pioneer Parkway to Don	Upgrades	Create safe crossing of Pioneer crossing at EWEB Path. Connect EWEB path to Don St under powerline easement	
Fairview Drive*	Fairview Drive, Tamarack to Prescott*	Upgrades	Address pot holes on Fairview and add/improve sidewalks	
Fairview Drive*	Fairview Drive*	Upgrades	Address potholes, add sidewalks	
Fairview Drive*	Fairview Drive*	Repair and Preservation	Address potholes	
Fairview Drive*	Fairview Drive*	Repair and Preservation	Address Potholes	
Fairview Drive*	Fairview Drive*	Repair and Preservation	Address potholes	
Fairview Drive*	Fairview Drive*	Repair and Preservation	Address potholes	
Fairview Drive*	Fairview Drive*	Repair and Preservation	repair road surface	
G Street Sharrows	G St	Upgrades	add pavement markings emphasizing shared road designation	Improvements being made as part of bond project
Graywater recycling	Citywide	Upgrades	Implement gray water system for new construction, homeowner assistance for adding to existing housing	
Harlow Rd Wastewater	Harlow Rd near Hartman	Expansion	Extend wastewater services	
Hayden Bridge road surface	Hayden Bridge Rd, bridge to 42nd st	Repair and Preservation	repair road surface	
Hayden Bridge Traffic Calming	Hayden Bridge Rd	Upgrades	Traffic calming to slow traffic near Page Elementary	
I St improvements*	I St, Mohawk to 21st*	Repair and Preservation	repair road surface	
I St improvements*	I St, Mohawk to 21st*	Repair and Preservation	repair road surface	
Intl Paper area Surface Improvement	49th, 58th near Intl Paper, surrounding areas	Repair and Preservation	Address potholes	
Jasper Rd Bicycle facilities	Jasper Rd	Upgrades	Add a bike lane along Jasper from Mt. Vernon to 42nd St.	
Kathryn St improvements	Kathryn St	Repair and Preservation	fix and widen road that sees a lot of large truck traffic	
M St, 12th to Market	M St, 12th to Market St	Repair and Preservation	repave and, add ada ramp, paint curb on no-parking side	
Main St Bicycle facilities	Main St	Upgrades	Add protected bike lanes to Main street, especially 19th to Mill	ODOT jurisdiction
Main St Lighting	Main St	Upgrades	Improve street lights for better visibility	

Citizen Project Request Summary

Project Title	Location	Project Category	Request Summary	Notes
Marcola Meadows Parking	Marcola Meadows	Upgrades	Improve no-parking signage and curb painting to prevent problem parking	
Mohawk at Marcola Rd	Mohawk Blvd at Marcola Rd*	Repair and Preservation	repair road surface	project in design
Mohawk Blvd at Marcola Rd	Mohawk Blvd, 126 off ramp to Marcola Rd*	Repair and Preservation	repair road surface	project in design
Mohawk Crossing at hospital	Mohawk Blvd at Mckenzie Willamette	Upgrades	Create pedestrian crossing in front of Mckenzie Willamette	project in design
Mohawk Overpass bike/ped	Mohawk Overpass	Upgrades	Improve bike/ped facilities over overpass and add decorative fencing	ODOT Jurisdiction
Mowhawk Blvd at Marcola Rd surface	Mohawk Blvd south of Marcola*	Repair and Preservation	repair right lane of Mohawk north bound before intersection	project in design
N. 54th St. sidewalks*	N 54th St*	Upgrades	Add sidewalks	
Parker St traffic calming	Parker St, Mohawk to 12th	Upgrades	Add traffic calming	Similar request for Modoc St
Pleasant St Traffic Calming	Pleasant St, 10th to 12th	Upgrades	Add traffic calming	
Q St and Pioneer Pkwy Intersection	Q St at Pioneer Parkway	Upgrades	Fix intersection to make it safer. More clearly pain stripes and add reflectors.	
Rainbow Drive*	Rainbow Drive *	Repair and Preservation	Address deteriorating surface	
Rainbow Drive Improvements*	Rainbow Drive (at Lupine St)*	Upgrades	Repair pot holes and add traffic calming	
Rainbow Drive*	Rainbow Drive south of Centennial	Repair and Preservation	Repair pot holes and add traffic calming	
Rainbow Drive*	Rainbow dr, Centennial to N St	Upgrades	repair surface and add sidewalks	
S 51st St surface improvements	S 51st St, Main to Daisy	Repair and Preservation	repair road surface	
S Street improvements	S St, 10th to 17th	Upgrades	Improve currently unimproved street	
S Street improvements	S Street, 10th to 17th	Repair and Preservation	repair road surface	
S. 46th Street Improvements	S 46th St, Main to Daisy	Upgrades	Add sidewalks, improve stormwater facilities, and add traffic calming	
Sidewalks	Citywide	Upgrades	Improve sidewalks throughout city	We have an ongoing program to repair and fill gaps in the sidewalk system
T St Improvements	T St, 2nd to 5th	Upgrades	Improve currently unimproved street	

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 11/24/2025  
**Meeting Type:** Work Session  
**Staff Contact/Dept:** Chaim Hertz/Human Resources  
**Staff Phone No:**  
**Estimated Time:** 15 Minutes  
**Council Goals:** Financially Responsible and Stable Government Services

**S P R I N G F I E L D  
C I T Y C O U N C I L**

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**ITEM TITLE:**

City Manager Compensation 2025

**ACTION REQUESTED:**

Provide direction on whether to adjust the City Manager's salary in alignment with current market comparators and salary index benchmarks.

**ISSUE STATEMENT:**

Nancy Newton's employment contract requires HR to meet with City Council with the intent of submitting a recommendation regarding a salary or cost of living adjustment.

**DISCUSSION/FINANCIAL IMPACT:**

According to Mrs. Newton's employment contract, City Council shall give consideration to a wage adjustment on an annual basis. To assist Council in that consideration, attached is a summary of four recognized economic indices used to determine what, if any, cost-of-living adjustment (COLA) should be applied (ATT1). The overall average of these indices is 2.93%.

A separate compensation survey (ATT2) compares the City Manager's total monthly compensation to that of seven Oregon cities of similar size and scope. Springfield's total equivalent monthly compensation is \$20,416, ranking 7th of 7 comparable agencies. The median is \$22,812, placing Springfield approximately 10.5% below the market median.

The City Manager declined a pay increase in 2024, further widening Springfield's position below the market median. The survey data and inflationary indices together provide Council with current, objective reference points for evaluating whether to maintain or adjust compensation.

**Possible Council Options:**

1. No Adjustment (0%) -- Maintain current salary. No budget impact.
2. Cost-of-Living Adjustment (2.93%) -- Aligns with the average of benchmark indices. Approx. \$7,04 annual increase.
3. Market Alignment (10.5%) -- Adjusts salary to the market median. Approx. \$25,232 annual increase.
4. Deferred or Phased Adjustment - Implement incrementally or tie to performance goals. Fiscal impact varies.

Each option provides a balanced approach for Council to consider based on fiscal capacity, market competitiveness, and prior compensation decisions.

Council direction is requested regarding whether to maintain current compensation or approve an adjustment consistent with one of the options above.

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**Attachments**

1. Salary indexes for Comparison
2. Compensation Survey 2025

Base Salary Increases	
Social Security Cost of Living Adjustment (2026)	2.80%
National Index, All Officers/Executives Actual (2025)	3.60%
CPI-U West Annl (2025 June to June)	2.70%
CPI-W West Annl (2025 June to June)	2.60%
Average	2.93%

**Notes:**

**CPI-U:** All items in West urban, all urban consumers, not seasonally adjusted

**CPI-W:** All items in West urban, urban wage earners and clerical workers, not seasonally adjusted

**West Region:** Includes Mountain & Pacific: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming.

# City Manager/CEO Compensation Study - October 2025

Agency	Population	Base Wage	Deferred Comp	Employer PERS/Retirment	VEBA	Car Allowance	Cell Stipend	Adjust Base Wage	Ranking	% Gap
Beaverton	99,843	\$24,762	\$0	\$1,486	\$743	\$500	\$0	\$27,491	1	31.0%
Corvallis	60,408	\$20,211	\$2,425	\$1,213	\$0	\$0	\$75	\$24,115	2	16.2%
Bend	104,089	\$20,430	\$431	\$1,226	\$333	\$500	\$80	\$22,920	3	11.0%
<b>Median</b>		\$20,061	\$588	\$1,219	\$208	\$500	\$0	\$22,812		10.5%
Medford	88,585	\$19,911	\$597	\$1,195	\$500	\$500	\$0	\$22,703	4	10.0%
Tigard	56,392	\$19,275	\$578	\$2,120	\$83	\$500	\$0	\$22,557	5	9.4%
Albany	57,777	\$17,990	\$1,799	\$1,079	\$0	\$0	\$0	\$21,035	6	2.7%
Springfield	62,189	\$18,205	\$728	\$1,092	\$0	\$290	\$45	\$20,416	7	