

*The mission of the City of Springdale Finance Department is to provide quality financial management and reporting by properly recording receipt, payroll expenditure, and non-payroll expenditure transactions, maintaining accurate financial records, and investing inactive funds, in accordance with Generally Accepted Accounting Principles and City policy.*

The City of Springdale Finance Department is one of several separate divisions of the organization. Where the majority of the City departments (such as Police, Fire, Public Works, etc.) provide services that may be directly delivered to the general public, a great deal of the tasks performed by the Finance Department provide internal support to many of the other City departments. The following are some of the key functions and responsibilities of the department:

- The department processes and records all receipt transactions to the applicable funds and accounts (collect payments made to the City, record them and deposit them in the bank.
- The department processes, pays, and records all approved City invoices in a timely manner.
- The department processes payroll for all City employees.
- The department prepares reports of all City transactions by fund to departments, administration and City Council.
- The Department reconciles all City bank accounts and provides reports to Administration and City Council.
- The department Invests City funds in accordance with the City Investment Policy.
- The department prepares the City's Annual Comprehensive Financial Report.

We hope that you will find what you need here, but if you don't, please let us know.

Sincerely,

Jeffrey T. Williams  
Finance Officer/Tax Commissioner



The Finance Officer/Tax Commissioner is appointed by the elected Clerk of Council/Finance Director with the confirmation of City Council and works under the general direction of the City Administrator. The Finance Officer/Tax Commissioner has oversight for the City's day-to-day financial activities and is directly responsible for managing the operations of both the Finance and Tax Departments.

Jeffrey T. Williams began his public service career in 1991, working for the State Auditor's Office in downtown Cincinnati. He began his employment with the City of Springdale in April 2000 when he was appointed Finance Officer/Tax Commissioner. Since his appointment, the

Finance Department has been awarded "The Certificate of Achievement for Excellence in Financial Reporting" issued by the Government Finance Officers Association. For a five-year period, Jeff served as the Chairman of the Greater Cincinnati Finance Officers Association. He also served as an officer for the Southwest Ohio Tax Administrators Association.

Jeff earned a Bachelor in Accounting and Finance from the University of Cincinnati.

## Staff Contacts

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Finance Officer/Tax Commissioner

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## Directions

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[View in Google Maps](#)

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