



Memorandum

Date: April: 4/28/2023
To: Sarah Medary, City Manager
From: Community Safety Initiative Citizen Advisory Board
Subject: Citizen Advisory Board FY 2022 Report

It is our pleasure to present the FY 2022 annual report of the Community Safety Payroll Tax (CSPT) Citizen Advisory Board (CAB). This is the third annual report from this Board with the FY20 report being constructed proactively to develop a model of tax monitoring and the FY21 report that was required by ordinance to monitor the first Payroll Tax dollars. This makes FY22 the first full year of CSPT revenue, where new safety system enhancements were implemented and being ramped up in addition to the repayment of a \$2 million interfund loan from the Fleet Replacement Fund.

The CAB's charge is to monitor the dollars already spent and make sure they are consistent with the intent of the CSPT as outlined in [Ordinance \(No. 20616\)](#). The Citizen Advisory Board is responsible for preparing an annual report separate and distinct from the report prepared by the outside auditor, documenting the City's use of the tax revenue and noting whether the tax revenue was spent in compliance with the purpose and use set forth in section [3.750](#) to [3.768](#) of the City Code of Ordinances. The CAB was initially formed in 2020 to review the implementation of the Community Safety Payroll tax that became effective on January 1, 2021.

The nine-member panel met two times since June 2022 in preparation of this report, which included updates on CSPT metrics outlined in ordinance, payroll tax collection, CSPT community engagement and communication strategies, funding expenditures, and discussion about what should be included in the annual reports. We reviewed and accepted the report prepared by Eugene City Staff.

Based on these meetings and all materials presented to us, we conclude that the CSPT funding was used for the authorized purposes and in compliance with the limitations and restrictions outlined in Community Safety Payroll Tax Ordinance (No. 20616). We are also providing the detailed report, prepared at our request and with our approval, from the City of Eugene staff on the funding spent in FY 2022.

The CAB looks forward to continuing to learn more in order to be responsive to the community in guaranteeing that the funds are spent in an appropriate manner. We are supportive of on-going efforts to collect community input and data on new metrics in order to better inform our monitoring of the Community Safety expenditures to meet the needs of our everchanging and evolving City.

This year the Board discussion also recognized that our charge to review how dollars are spent in alignment with the CSPT ordinance coupled with our growing knowledge of the CSPT makes us uniquely qualified to enhance our value to the City Manager and in reflection would like to offer the following.

FY22 Reflections from the CAB:

- **Prioritizing one-time expenditures:** Community Safety Fund 136 was left in a strong financial position with dollars left unspent in FY22 and City Executives needing to adjust in the supplemental budgets to find alternative ways to respond. The Board is growing and learning in our knowledge of the Community Safety System and would like to offer our willingness to meet with City Staff to discuss how one-time funds are utilized.
- **Enhanced communications:** It is important that information about the CSPT be effectively shared with the Community. The Board believes we would be a valuable resource in helping the City with the needed communication strategies, tactics and messaging. The Board, and some of its individual members, are offering to assist in achieving this outcome.

Additional information about the Community Safety Citizen Advisory Board can be found at <https://www.eugene-or.gov/4417/Community-Safety-Citizen-Advisory-Board>. Please feel free to contact any of us for additional information.

CSI CAB Members

John Barofsky	Margot Helphand
Melissa Brown	Holly Mar
Ashley Espinoza	Dana Turell
Jamie Floyd	Lee Lashway
Linda Hamilton	

City of Eugene Staff and Support

Kristie Hammitt	Shawn Adams
Jeremy Cleversey	Peter Chavannes
Cambra Ward Jacobson	Sarah Callegari
Melinda McLaughlin	Travis Smith
Caitlin Wallace	JoAnna Kamppi
Elliot Hinman	Gina Tafoya