



REPORT OF INDEPENDENT ACCOUNTANTS

CITY OF EUGENE, OREGON

For the Year Ended December 31, 2021



Report of Independent Accountants

To City of Eugene, Oregon

We have performed the procedures enumerated below on the payroll tax funded expenditures of the City of Eugene, Oregon (the "City") for the period January 1, 2021 through June 30, 2021 (the "Reporting Period"). The City is responsible for the payroll tax funded expenditures (the "expenditures").

The City has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of evaluating the City's expenditures compliance with the requirements of City Council Ordinance No. 20616 for the Reporting Period. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures we performed, and our findings are as follows:

- 1) We obtained from the City a listing of the expenditures for the Reporting Period. The total amount of expenditures was \$3,757,520.
- 2) We sorted the expenditures by dollar amount, and in descending order by dollar amount, we selected the largest expenditure amounts until 33.3% or more of the total expenditures were selected. This resulted in selecting 9 expenditures totaling \$1,263,747, or 33.6% of total expenditures. We agreed each selected expenditure's reported account and fund number, and reported accounting period date to a vendor invoice, certification of payment, payroll record or signed contract provided by the City. We noted no variances between expenditures and supporting documentation.
- 3) For expenditures selected in the previous step, we noted each expenditure was for an eligible cost as described in City Council Ordinance No. 20616 section 3.728.
- 4) We obtained from the City a listing of new contracts awarded during the Reporting Period, which were funded by payroll tax revenue. We haphazardly selected one new contract awarded and obtained the procurement file from the City. We compared the procurement file to the procurement requirements contained in the City's Public Contracting Rules and noted no differences.
- 5) We obtained from the City an accounting of the \$4,127,161 in unspent payroll tax revenue as of June 30, 2021. We compared that amount to the \$7,884,681 in payroll tax revenue reported in the general ledger for the Reporting Period, less the \$3,757,520 of expenditures for the Reporting Period provided by the City. We found the City's accounting and the calculated amount of unspent payroll tax revenue as of June 30, 2021 to agree.

We were engaged by the City to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. An agreed-upon procedures engagement involves performing specific procedures that the engaging party has agreed to and acknowledged to be appropriate for the intended purpose of the engagement and reporting on findings based on the procedures performed. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the expenditures of the City for the Reporting Period. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures other matters might have come to our attention that would have been reported to you.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the City, and is not intended to be, and should not be, used by anyone other than this specified party.

Moss Adams LLP

Eugene, Oregon
February 23, 2022

