



THE CITY OF AUGUSTA

DAVID M. ROLLINS, MAYOR

CITY COUNCIL

MARCI A. ALEXANDER
LINDA J. CONTI
JENNIFER DAY
HAROLD ELLIOTT

KEVIN JUDKINS
ERIC LIND
MARK S. O'BRIEN
COREY WILSON

MEMO

To: Council

From: Dave Rollins, Mayor

Date: May 13, 2019

Re: Marketing and Communications Advisory Ad-Hoc Committee

As you know, Council Goal A of the 2019 Augusta City Council Goals and Actions, discussed the need for better communications, marketing, and messaging and asked the mayor to create a committee to advise us on how to achieve this important goal.

Therefore, I am appointing the following individuals to serve on the Marketing and Communications Advisory Ad-Hoc Committee:

Cory Wilson, Chair
Kevin Judkins
Roger Pomerleau
Alex Serra
Dick Dyer
Amanda Olson
Heather Pouliot
Erica Bush

Thank you to the committee members for their willingness to serve our community in this important way. I look forward to the committee's recommendations.



THE CITY OF AUGUSTA

TR

To: Ralph St. Pierre, Finance and Administration Director
From: Tracy Roy, Deputy Finance Director, Treasurer & Tax Collector
Date: May 13, 2019
Re: State of Maine Memo

I received an email from the State of Maine Department of Transportation about two grants that were received back in 2011. For the first item: They wanted to know why they were not appearing on the Single Audit report. After searching through the files and the software I found out that the two grants were put in the system as State grants not Federal.

I scanned the two grants and have sent them to the Auditors informing them that they needed to be put on the Fiscal Year 2019 Single Audit for the cumulative amount from when the grant began in 2011 till June 30, 2019.

For the second item: Karen Doyle requested additional information be sent annually on the Old Belgrade Road/Exit 113 TIF. The Assessor forwarded the information that Karen needed and I made a note for future years to request the information from the Assessor before I email the Office of Audit at Maine Department of Transportation the Audited Financials.

Please let me know if you have any other questions.



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Janet T. Mills
GOVERNOR

Bruce A. Van Note
COMMISSIONER

MAY 13 2019

May 7, 2019

AR 19-8-28

City Council
City of Augusta
16 Cony Street
Augusta, Maine 04330

Dear Council Members:

We have reviewed the audit report and reported findings of the City of Augusta providing financial and compliance audit coverage for the fiscal year ended June 30, 2018.

The audit report was prepared by Runyon Kersteen Ouellette, in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Our examination was made to determine if the City submitted the report in a timely manner, if any findings noted by the auditor had any bearing on MaineDOT programs or funding, and if appropriate corrective action steps have been taken. A Management Letter comment was noted by Runyon Kersteen Ouellette regarding an error in the calculation of the captured tax amount for two separate TIF districts. However, after our examination it was determined there was no significant impact on agreements funded by MaineDOT except for the following.

We recommend acceptance of the Single Audit Report for FY 2018. However, we noted the following deficiencies which the City must correct in the FY 2019 reporting cycle:

- All Federal expenditures for MaineDOT contracts incurred during FY 2019 must be accurately reported. The FY 2019 report must also include the cumulative unreported Federal expenditures for CSN 29301 and 29302 from the dates of inception of these contracts through June 30, 2018.
- The City must provide MaineDOT Program Managers on an annual basis the necessary information, such as the excel spreadsheet entitled MaineGeneral TIF, to adequately monitor Augusta's TIF created with MaineDOT's CSN 28334 related to the Old Belgrade Exit. This information should include explanations for decreases in assessed value from the previous year.

If you have any questions please do not hesitate to call, I can be reached at 624-3040.

Karen S. Doyle, Director
Bureau of Finance & Administration