



# 2016 Annual Report

6 Church Street  
Gardiner, ME 04345  
[www.gardinermaine.com](http://www.gardinermaine.com)

# Finance Department

Denise Brown, Finance Director  
Fiscal Year Ending June 30, 2016

This report is a narrative overview and analysis of the financial activities of the City of Gardiner for the fiscal year ended June 30, 2016. I encourage readers to consider the information presented here in conjunction with the audited financial report, which contains a complete analysis of the city's financial position. This report is available on the city's website. Questions concerning any of the information provided or requests for additional financial information should be addressed to the Finance Director, 6 Church Street, Gardiner, Maine 04345.

## Financial Highlights of Fiscal Year 2016

- The assets and deferred outflow of resources of the City of Gardiner, Maine exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$18,987,536 (net position) (Statement 1). Of this amount, \$1,738,439 (unrestricted net position) (Statement 1) may be used to meet the City's ongoing obligations to citizens and creditors.
- The City of Gardiner, Maine's total net position increased \$1,182,403 (Statement 2). This represents an increase of \$359,407 in governmental activities and an increase of \$822,996 in business-type activities (Ambulance and Wastewater).
- As of the close of the current fiscal year, the City of Gardiner, Maine's governmental funds reported combined ending fund balances of \$3,156,787 (Statement 3), an increase of \$195,956 (Statement 4) in comparison with the prior year.
- At the end of the fiscal year, unassigned fund balance for the General Fund was \$2,239,229 (Statement 3) or 22% of total General Fund expenditures of \$10,135,138 (Statement 4).
- The City of Gardiner, Maine issued four new notes in governmental activities totaling \$323,782 during the fiscal year. They consisted of a six-year loan in the amount of \$91,620 for 18 Scott Air Paks, a five-year lease in the amount of \$25,886 for a Chevy Silverado, a three-year lease for a Ford Explorer in the amount of \$23,094, and a seven-year lease in the amount of \$183,183 for a plow truck. The City purchased a Ford 350 in the amount of \$40,766 with unassigned fund balance, as well issuing a business-type lease for an ambulance in the amount of \$186,313. The City acquired a \$2,758,000 bond anticipation note to finance a future bond for the Combined Sewer Overflow project on the waterfront.

## Financial Overview

The General Fund is the city's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund, such as WasteWater and Ambulance.

The City of Gardiner adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Government-wide financial information distinguishes functions of the City of Gardiner that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, public works, education, and community services. This information is designed to provide readers with a broad overview of the City of Gardiner's finances, in a manner similar to a private-sector business.

The City has two business-type activities; the operations of the ambulance service and the wastewater treatment plant.



## General Fund Budgetary Highlights

For the current fiscal year, revenues exceeded budgetary projections by \$628,217 and expenditures were above appropriations by \$70,102. This created a positive variance of \$558,115 to fund balance. However, the budgeted use of prior year carry forwards and other financing sources and uses, netted an increase of \$35,827 to fund balance.

**CITY OF GARDINER, MAINE**  
**Required Supplementary Information**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual - General Fund**  
**General Fund**  
**For the year ended June 30, 2016**

	Budget		Actual	Variance with final budget positive (negative)
	Original	Final		
<b>Revenues:</b>				
Taxes	\$ 8,643,356	8,643,356	8,981,974	338,618
Licenses and permits	22,000	22,000	18,919	(3,081)
Intergovernmental	818,612	818,612	1,115,308	296,696
Charges for services	67,200	67,200	63,976	(3,224)
Interest earned	2,500	2,500	4,124	1,624
Unclassified	90,200	90,200	87,784	(2,416)
Total revenues	9,643,868	9,643,868	10,272,085	628,217
<b>Expenditures:</b>				
Current:				
General government	875,666	883,666	819,980	63,686
Technology	74,041	75,441	75,273	168
Public safety	1,865,921	1,865,921	1,824,826	41,095
Public works	1,830,038	2,321,514	2,529,080	(207,566)
Community services	379,511	379,511	362,611	16,900
Education	3,524,524	3,524,524	3,524,524	-
County tax	317,590	317,590	317,590	-
Unclassified	373,087	373,087	357,472	15,615
Total expenditures	9,240,378	9,741,254	9,811,356	(70,102)
Excess (deficiency) of revenues over (under) expenditures	403,490	(97,386)	460,729	558,115
<b>Other financing sources (uses):</b>				
Use of carryforwards	-	500,876	-	(500,876)
Proceeds from long-term debt	-	-	-	-
Transfer from other funds	251,090	251,090	251,090	-
Transfer to other funds	(654,580)	(654,580)	(675,992)	(21,412)
Total other financing sources (uses)	(403,490)	97,386	(424,902)	(522,288)
Net change in fund balance	-	-	35,827	35,827
Fund balance, beginning of year			3,111,780	
<b>Fund balance, end of year</b>	<b>\$</b>		<b>3,147,607</b>	

\*Debt service is budgeted in the department in which debt was incurred.

## Government-wide Financial Analysis

Net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Gardiner, Maine, assets exceeded liabilities by \$18,987,536 at the close of the most recent fiscal year. Net position increased \$1,182,403 during the current fiscal year. This change is broken out as follows: governmental activities increased by \$359,407 and business-type activities increased by \$822,996.

**CITY OF GARDINER, MAINE**  
**Statement of Net Position**  
**June 30, 2016**

	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 2,826,346	-	2,826,346
Receivables:			
Taxes receivable	98,997	-	98,997
Tax liens	399,095	-	399,095
Accounts receivables, net of allowance	64,145	1,778,602	1,842,747
Notes receivable, net of allowance	139,527	-	139,527
Internal balances	612,593	(612,593)	-
Capital assets, not being depreciated	1,957,695	4,349,195	6,306,890
Capital assets, net of accumulated depreciation	11,945,008	10,117,476	22,062,484
Total assets	18,043,406	15,632,680	33,676,086
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows of resources related to pensions	451,043	-	451,043
Total deferred outflows of resources	451,043	-	451,043
<b>LIABILITIES</b>			
Accounts payable	475,973	203,902	679,875
Accrued expenses	23,949	11,942	35,891
Taxes paid in advance	18,883	-	18,883
Due to other governments	2,111	-	2,111
Accrued interest	27,465	6,224	33,689
Bond anticipation note payable	-	2,758,000	2,758,000
Noncurrent liabilities:			
Due within one year	555,154	369,853	925,007
Due in more than one year	7,078,887	3,137,416	10,216,303
Total liabilities	8,182,422	6,487,337	14,669,759
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflows of resources related to pensions	469,834	-	469,834
Total deferred inflows of resources	469,834	-	469,834
<b>NET POSITION</b>			
Net investment in capital assets	8,745,766	7,783,444	16,529,210
Restricted for:			
Permanent funds - Nonexpendable principal	307,399	-	307,399
Permanent funds - Expendable	107,365	-	107,365
Revolving loan funds	252,896	-	252,896
Grants	52,227	-	52,227
Unrestricted	376,540	1,361,899	1,738,439
Total net position	\$ 9,842,193	9,145,343	18,987,536

## Fund Balance Overview

The focus of the City of Gardiner's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. *Unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City of Gardiner, Maine's governmental funds reported combined ending fund balances of \$3,156,787. Approximately 48% of this total amount (\$1,528,522) constitutes *unassigned fund balance*.

**CITY OF GARDINER, MAINE**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2016**

	General	TIF Funds	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 2,263,136	-	563,210	2,826,346
Receivables:				
Taxes receivable	98,997	-	-	98,997
Tax liens	399,095	-	-	399,095
Accounts receivables	54,719	-	9,426	64,145
Notes receivable, net of allowance of \$15,500	-	-	139,527	139,527
Interfund advance receivable	579,000	-	-	579,000
Interfund loans receivable	358,093	-	414,709	772,802
<b>Total assets</b>	<b>\$ 3,753,040</b>	<b>-</b>	<b>1,126,872</b>	<b>4,879,912</b>
<b>LIABILITIES</b>				
Accounts payable	97,490	-	378,483	475,973
Accrued payroll and related liabilities	23,949	-	-	23,949
Interfund loans payable	-	710,707	28,502	739,209
Taxes paid in advance	18,883	-	-	18,883
Due to other governments	2,111	-	-	2,111
<b>Total liabilities</b>	<b>142,433</b>	<b>710,707</b>	<b>406,985</b>	<b>1,260,125</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable revenue - property taxes	463,000	-	-	463,000
<b>Total deferred inflows of resources</b>	<b>463,000</b>	<b>-</b>	<b>-</b>	<b>463,000</b>
<b>FUND BALANCES (DEFICIT)</b>				
Nonspendable	579,000	-	446,926	1,025,926
Restricted	-	-	272,961	272,961
Assigned	329,378	-	-	329,378
Unassigned	2,239,229	(710,707)	-	1,528,522
<b>Total fund balances (deficit)</b>	<b>3,147,607</b>	<b>(710,707)</b>	<b>719,887</b>	<b>3,156,787</b>
<b>Total liabilities, deferred inflows of resources, and fund balance:</b>	<b>\$ 3,753,040</b>	<b>-</b>	<b>1,126,872</b>	



## Fund Balance Overview– continued

The general fund increased \$35,827 during the current fiscal year, the TIF funds increased \$203,243, and other governmental funds decreased \$43,114. This resulted in a total increase to all governmental funds of \$195,956.

**CITY OF GARDINER, MAINE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the year ended June 30, 2016**

	General	TIF Funds	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Taxes	\$ 8,981,974	-	-	8,981,974
Licenses and permits	18,919	-	-	18,919
Intergovernmental	1,115,308	-	960,946	2,076,254
Charges for services	63,976	-	33,636	97,612
Interest earned	4,124	-	10,495	14,619
Unclassified	87,784	191,360	94,014	373,158
Total revenues	10,272,085	191,360	1,099,091	11,562,536
<b>Expenditures:</b>				
<b>Current:</b>				
General government	819,980	37,504	20,692	878,176
Technology	75,273	-	166	75,439
Public safety	1,824,826	-	53,868	1,878,694
Public works	2,529,080	-	29,538	2,558,618
Community services	362,611	-	944,159	1,306,770
Education	3,524,524	-	-	3,524,524
County tax	317,590	-	-	317,590
Unclassified	357,472	-	2,000	359,472
Debt service	-	451,817	-	451,817
Capital expenditures	323,782	-	112,194	435,976
Total expenditures	10,135,138	489,321	1,162,617	11,787,076
Excess (deficiency) of revenues over (under) expenditures	136,947	(297,961)	(63,526)	(224,540)
<b>Other financing sources (uses):</b>				
Proceeds from debt/capital leases	323,782	-	-	323,782
Transfers in	251,090	654,580	20,412	926,082
Transfers out	(675,992)	(153,376)	-	(829,368)
Total other financing sources (uses)	(101,120)	501,204	20,412	420,496
Net change in fund balances	35,827	203,243	(43,114)	195,956
Fund balances (deficit), beginning of year	3,111,780	(913,950)	763,001	2,960,831
<b>Fund balances (deficit), end of year</b>	<b>\$ 3,147,607</b>	<b>(710,707)</b>	<b>719,887</b>	<b>3,156,787</b>

## **Capital Asset and Debt Administration**

**Capital assets.** The City of Gardiner, Maine's investment in capital assets for its governmental activities as of June 30, 2016, amounts to \$13,902,703 (net of accumulated depreciation). This investment in capital assets includes land, buildings, land improvements, vehicles, machinery and equipment, and infrastructure.

Major capital asset events during the current fiscal year included the purchase of a Chevy Silverado, a Ford Explorer for the Police Department, an F350 pick-up and a dump truck for the Public Works Department, as well as a new ambulance. City Hall received some roof repairs and the WasteWater Treatment Plant purchased a new pump.

**Long-term debt.** At the end of the current fiscal year, the City of Gardiner, Maine had total bonded debt outstanding of \$8,291,480; down \$959,896 from last year. Of this amount, \$3,136,774 is business-type activities and \$5,154,706 is for governmental activities.

State statutes limit the amount of general obligation debt a municipality may issue up to 15 percent of its total state assessed valuation. The current debt limitation for the City of Gardiner, Maine is \$48,600,000, which is in excess of the City of Gardiner, Maine's outstanding general obligation debt of \$8,291,480.

## **Economic Factors, Next Year's Budget, and Tax Rates**

The following economic factors are considered when deliberating the annual budget:

- Increases/decreases in revenues
- Taxable assessed value
- Expenses for which the city has limited control
- State budget

City officials consider many factors when making judgments and estimates, such as:

- Minimal taxpayer impact
- Minimal impact to our workforce
- Minimal impact to services
- Responsibly manage the fund balance

Despite these factors, the FY17 Budget resulted in a tax decrease of .10/mil; going from a 21.6 rate to a 21.5 tax rate.

Highlights of the FY17 budget include the following:

General Fund budget of \$9,984,962

- \$5,977,444 (City)
- \$3,667,691 (Education)
- \$17,331 (Overlay)
- \$322,496 (County)

Ambulance Enterprise Fund budget of \$1,112,831

- 35.9% total reduction in community assessments

Wastewater Enterprise Fund budget of \$1,655,344

- Spending decrease of 11.9%
- No change to sewer rate (last increase FY11)

Tax Increment Finance District budgets of \$674,022

- Libby Hill TIF will generate a surplus and is now projected to pay back debt accrued to General Fund by FY24

## **Financial Management**

The Finance Department is committed to ensuring sound financial management of the public's funds by following the City's financial action plan, maintaining a sufficient fund balance, and adhering to the highest management standards. Functions of the finance department include accounting, human resource management, risk management, purchasing, debt administration, cash management, treasury, tax assessing, and tax collection. The finance staff is dedicated to providing the City Manager & City Council, all city departments, business owners, and the residents of Gardiner with fiscal support.



## Independent Auditor's Report

City Council  
City of Gardiner, Maine

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Gardiner, Maine, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City of Gardiner, Maine's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City of Gardiner, Maine's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Gardiner, Maine's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Gardiner, Maine, as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison for the General Fund, the schedule of City's proportionate share of the net pension liability, and the schedule of City contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Gardiner, Maine's basic financial statements. The combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 28, 2016, on our consideration of the City of Gardiner, Maine's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Gardiner, Maine's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Remya Keaton Ouellette".

December 28, 2016  
South Portland, Maine



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

City Council  
City of Gardiner, Maine

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Gardiner, Maine, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City of Gardiner, Maine's basic financial statements, and have issued our report thereon dated December 28, 2016.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Gardiner, Maine's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Gardiner, Maine's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Gardiner, Maine's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*, CONTINUED**

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Gardiner, Maine's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted a certain matter that we reported to management of the City of Gardiner, Maine that we have reported in the section "Other Comment."

**The City of Gardiner, Maine's Response to the Other Comment**

The City of Gardiner, Maine's response to the other comment identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The City of Gardiner, Maine's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



December 28, 2016  
South Portland, Maine



CITY OF GARDINER, MAINE  
Schedule of Findings and Questioned Costs, Continued

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**Section II - Findings Required to be Reported Under *Government Auditing Standards***

OTHER COMMENT (NOT A SIGNIFICANT DEFICIENCY)

**Uniform Guidance**

Recently the Office of Management and Budget (OMB) revised regulations applicable to federally funded programs. The new regulations are contained in Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The Uniform Guidance replaces OMB Circulars A-133, A-87, and A-110 and incorporates new requirements for grant recipients. The Uniform Guidance includes not only protocols for program management and administration, but also updates compliance regulations for federal awards. We recommend that the City become familiar with the requirements of the Uniform Guidance, and take the necessary steps to ensure full compliance with the guidance.

One of the more significant provisions of the Uniform Guidance that affects the City is the procurement standards under 2 CFR sections 200.318 through 200.326. Under the new procurement standards, the City is required to have a documented purchasing policy that, at a minimum, incorporates the provisions of the Uniform Guidance. Currently the City does not have a formal written procurement policy that incorporates these provisions. We recommend that management review the applicable provisions of the Uniform Guidance and update its procurement policy to include these provisions. The OMB has provided a grace period for non-federal entities to comply with the new procurement provisions, after which time non-compliance will be considered a federal finding. The grace period applicable to the City expires on June 30, 2017.

*Management response/corrective action plan:* *Management will incorporate the new procurement provisions of OMB's Uniform Guidance – 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards for FY17.*

## Outstanding Tax Receivables as of 6/30/16

ABBOTT ,JACOB T & MELISSA B	2,977.04	LEIGHTON, RICHARD S	6,199.33
ADAMEK, MILAN G	587.05	LEMIEUX, MICHAEL	2,518.56
ADAMS, LINDA	6,076.38	LEPOFF, SARAH	2,393.97
ADAMS, MICHAEL W	4,641.85	LEWIS, CHRISTOPHER D	2,447.28
ANDERSON, DOLORES L	1,161.84	LOVECHENKO, EUGENE	4,203.95
ANDREWS, LORNE M	3,260.82	MACMASTER, JASON T	4,487.81
ARMSTRONG JOYCE	14,793.66	MACMASTER, MICHAEL	4,024.64
ASPIRE CORPORATION	4,034.81	MASCHINO, ELMER E	2,510.95
ATKINS CATHERINE	4,825.80	MCBRINE, JEANNE PERSONAL	3,197.45
BALLEW, CASEY B	4,011.12	MCCASLIN, JON	1,026.81
BANK OF AMERICA	3,103.92	MCCORMICK, JEFFREY	1,570.43
BAUCOM, SHEILA	1,867.50	MCFALLS ROBYN L	6,637.34
BEAULIEU, NICHOLAS	2,130.26	MCFARLAND, PAUL A	4,326.13
BECKWITH, WALTER ISLES	3,571.25	MCKECHNIE, SANDRA	1,122.78
BENEFICIAL MAINE INC	5,063.04	MORANG, JEFFREY	1,548.48
BONENFANT, EDWARD J	2,047.71	MORRISSEY ,PATRICK &	1,016.53
BRADLEY, DIANA R	10,325.85	MUELLER, ROBERT W	1,799.54
BRENDAHL, CRICKETT	4,108.23	NEWTON, TAMARA	2,336.54
BUCKLEY ,PETER S & DEBORAH	1,306.80	NORTON JEROMIAH	16,426.47
BUECHLER KENNETH (PERSON	12,582.17	PELLETIER, PAUL A	3,750.23
C B MAREIC INC	9,976.08	PERRY, YONG SOON	2,285.82
COTE, CINDY L	4,726.25	PETERS, TIFFANY	2,662.36
DAVIS, BRUCE	6,803.75	PJ GLOBAL INC	816.45
DAWSON, JOYCE L	4,730.40	PURINGTON, DANA	6,266.20
DICENT VALERIO	12,606.07	QUIGLEY, ROBERT D	3,449.11
DICK T W CO INC	23,437.67	ROBERTS PROPERTIES LLC	3,280.85
DINGUS, JOHN W SR	4,376.01	ROBINSON, CASEY JONES	3,658.64
DOLLEY DAVID A	8,872.02	RONAN, KATHY A PERSON IN	1,076.07
EDWARDS ROBERTA C	17,651.09	ROY JOSEPH G PERSONAL REP	6,676.04
FAULKNHAM JOHN C	1,884.53	RSP CONSTRUCTION LLC	15,744.63
FAULKNHAM, ROBERT	4,486.32	RTM GARDINER LLC	10,372.36
FEDERAL HOME LOAN	1,767.12	SCHOOLS, BETTY J	2,438.45
FEDERAL NATIONAL MORTGAGE	2,346.21	SECRETARY OF HOUSING &	4,762.01
FITZHEBERT, PHILIP J	1,416.88	SMITH, MICHAEL S	145.45
FORTIN, MAX	6,192.72	SOLOMON, CHRISTINE L	3,343.37
GAITHER, MICHAEL L	2,787.99	STEBBINS, DANIEL	4,276.70
GALLUP, FRANKLIN P JR	6,980.71	STONE, DEBRA J	22,321.45
GALLUP, MEGAN L	5,607.82	STOVER, BRADLEY	2,758.62
GASINK DONALD J ESQ	6,985.83	THOMPSON, FRANK A	1,896.73
GOUDREAU, DOLLY MAE	2,499.44	THOMPSON, KENNETH A III	2,293.19
GOWELL, MICHELLE	4,458.24	TRUMAN, DANIEL D	685.32
GRANT, DERRICK J	473.80	TRUMAN, DANIEL D	2,560.00
GRANT, RENEE JL	181.44	WALLER, ANDREW T	1,193.36
GRAY, JEFFREY A	4,466.88	WELLS FARGO BANK NA	319.32
GREENLEAF JOHN	9,976.56	WELLS FARGO FINANCIAL	1,065.99
HIGGINSON, GARY K	3,034.80	WILLARD RICHARD G	2,231.35
HINSON DAVID A	11,537.15	WILLARD, HEATHER	2,882.88
HOWARD, DEBRA PERSONAL	3,289.50	WILLARD, RICHARD G	2,797.80
HOWARD, PETER G	2,664.61	WILLARD, RICHARD T	3,075.84
JAQUITH, DIANA	1,963.44	WILLIAMS, CATHERINE L	1,291.26
JOSEPH, JASON S	5,792.03	WLODYLO, DEBRA	301.48
JUSTNJAKE PROPERTY	5,537.33	WLODYLO, DEBRA WLODYLO	314.84
KHANSARI-NEJAD KAVEH D	10,704.30	WORTHING, CLIFTON W	5,142.00
KHOR, SIANG HWA	2,268.60	WRIGHT, STEWART E	1,835.06
KIRK, CHAD S	3,365.09	<b>Total</b>	<b>498,092.00</b>