



GREATER PORTLAND TRANSIT DISTRICT

Financial Statements

For the Years Ended December 31, 2021 and 2020

GREATER PORTLAND TRANSIT DISTRICT
Financial Statements
For the years ended December 31, 2021 and 2020

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Certified Public Accountants and Business Consultants

Independent Auditor's Report

To the Board of Directors of the
Greater Portland Transit District

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the Greater Portland Transit District, as of and for the years ended December 31, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Greater Portland Transit District, as of December 31, 2021 and 2020, and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Greater Portland Transit District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Greater Portland Transit District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Greater Portland Transit District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Greater Portland Transit District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management discussion and analysis and schedules related to the net pension liability (asset) and OPEB liabilities, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Greater Portland Transit District's basic financial statements. The Schedule of Revenues and Expenses – Budget and Actual is presented for purposes of additional analysis and is not a required part of the basic financial statements. The Schedule of Revenues and Expenses – Budget and Actual is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 Schedule of Revenues and Expenses – Budget and Actual expenses is 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 April 21, 2022, on our consideration of the Greater Portland Transit District'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 solely 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 effectiveness of the District's 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 Greater Portland Transit District's internal control over financial reporting and compliance.



April 21, 2022
South Portland, Maine

GREATER PORTLAND TRANSIT DISTRICT
Management Discussion and Analysis
Fiscal Year Ended December 31, 2021

The Greater Portland Transit District (GPTD) is a municipal transit district formed under M.R.S.A Title 30-A, Part 2.5, Section 163, providing public transportation to the member cities of Portland and Westbrook, and the Towns of Falmouth, Yarmouth, Freeport, and Brunswick. The following is a narrative guide to aid the reader in understanding GPTD's financial performance and status that is presented in the financial statements and accompanying notes.

As a recipient of federal funds, GPTD is also required to undergo a single audit in conformity with Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). This "single audit" is designed to meet the special requirements of federal grantor agencies to assure proper handling and accounting of federal funds.

As a recipient of State funds, GPTD is also required to undergo an independent review of expenditures and department agreements in accordance with the *Maine Uniform Accounting and Auditing Practices for Community Agencies (MAAP)*. This review is required to confirm compliance with the internal control requirements relevant to the preparation and fair presentation of the schedule of expenditures of department agreements.

Financial Highlights

- **Capital Assets.** Capital assets, net of depreciation decreased in 2021 by \$870,800, about 5.53%. This reflects the addition of two new diesel buses, as well as two new passenger shelters placed in service, which was offset by annual asset depreciation and two bus disposals, causing the overall decline.
- **Current Liabilities.** The decrease in current liabilities of \$122,673, 10.92%, reflects a \$263,624 and \$1,082 decrease in amounts payable to other governments and accounts payable, respectively, a \$39,552 increase in accrued payroll costs, and a \$19,316 increase in other liabilities at year-end. There is an added increase of \$91,296 for deferred fare revenue. The deferred fare revenue represents regional purchases of stored value and single ride tokens that has not yet been used for rides.
- **Noncurrent Liabilities.** Noncurrent liabilities decreased by \$24,442, about 1.12%, of which \$182,500 is the long-term portion of debt for the financing of local match for new buses. Accrued compensated absences increased by \$22,229 (this includes the current-portion decrease of \$8,131), which primarily reflects wage increases and a change in the collective bargaining agreement increasing PTO days from 11 to 12. Other postemployment benefits (OPEB) liability increased by \$127,698. The 2021 OPEB liability is \$770,633 as described on page 18.
- **Net Position.** Overall net position for GPTD decreased by 2.46%, or \$391,206, almost entirely due to the net decrease in capital assets, many of which were funded with capital grants. Restricted net position, which is the unexpended portion of local match funds for awarded capital grants, increased by \$136,612. Unrestricted-unreserved net position decreased by 4.19%, or about \$34,593. The calculation of net position is shown on page 9, and the allocation of net position is explained beginning on page 20. GPTD realized a net budgetary surplus (revenues minus expenditures) of \$388,075.
- GPTD finances its cash flow through issuance of an annual Revenue Anticipation Note (RAN), in advance of receiving assessment payments from member communities.

Relevant Financial Policies

The Board of Directors for the GPTD adopted a Financial Reserve Policy in 2018 with a goal of achieving and maintaining an unrestricted amount of net position of no less than 16.66%, or two months, of the subsequent year's operating budget expenditures. That Policy also requires an equal amount of cash to be restricted to match the amount reserved.

On page 8, it shows that 2020 total Unrestricted Net Position was \$1,531,467. Of that amount, \$704,925 was reserved for the Policy, which has an equal amount of cash restricted, as required. This represented 5.52% of 2021 budgeted expenditures. Any increase to that amount has to be supported by an equal increase in restricted cash, which ensures available funding for any use of the reserve.

GREATER PORTLAND TRANSIT DISTRICT
Management Discussion and Analysis, Continued
Fiscal Year Ended December 31, 2021

The 2021 year-end unrestricted net position is \$1,691,949, which reflects the budgetary surplus of \$388,075 and is an increase from 2020 of \$160,482. In an effort to move closer to its Board Policy goal, GPTD management increased the level of reserves to \$900,000 in 2021, which leaves a balance of \$791,949 in unrestricted net position. The unrestricted, reserved for Board policy amount of \$900,000, is about 6.67% of 2022 budgeted operating expenditures. Page 19 shows the amount of restricted cash. The full Policy calculation, at 16.66%, would require a reserve of \$2,249,255 for the 2022 budget amount. Note that any increase in budgeted operating expenditures impacts the percentage.

Financial Statements

GPTD Basic Financial Statements include the Statements of Net Position, Statements of Revenues, Expenses, and Changes in Net Position, and Statements of Cash Flows. The Notes to Basic Financial Statements are in integral part of understanding these Statements.

Budgeted Revenues

Revenues were under budgeted amounts by 4.07%, or about \$519,745, and were 1.65%, or \$205,530, lower than 2020. Most of the variances in revenues can be contributed to the COVID-19 pandemic, beginning in early 2020. The budget to actual schedule is on page 25.

Passenger Fares. Due to the COVID-19 pandemic, passenger fares were significantly under budget by about 32.99%, or \$681,875. GPTD suspended collection of passenger fares in March 2020. Fare collection was resumed in October 2020. Additionally, the launch of the Automated Fare Collection System and a fare increase, that was originally scheduled for early 2020, were implemented when fare collection resumed in October 2020. Despite these measures, fare recovery from the pandemic in 2021 is struggling to take hold. Ridership continued to dip further in 2021, decreasing by 71,932, almost 6.61% from 2020. Ridership in 2020 was also sharply decreased due to the pandemic.

Advertising Revenue. Collected revenue from transit advertising was nearly level with budget at 0.39%, or \$756 lower than the budgeted estimate, and \$28,451, or 17.16%, higher than in 2020. These variances can be contributed to the continued economic recovery from COVID-19. A number of advertising contracts are now in place, as a number of contracts were cancelled in 2020.

Federal and State Assistance. Collections from Federal and State agencies was 12.10% lower than 2020, or down by \$901,107. GPTD was awarded a Coronavirus Aid, Relief, and Economic Security (CARES) Act -grant, which funded 100% of all operating costs for five months of 2020. In 2021, less CARES Act grant funds were available to fund operating costs, as other planned grant uses such as metropolitan planning and renovation projects began or were completed. GPTD also received its annual operating grant and collected funds for the other months of the year.

Total federal and state assistance for 2021 was 2.36% higher than budgeted, or \$151,044, which is also primarily attributed to the addition of the CARES Act funding received. This funding covered all costs, including Transit West, ADA, and Preventative Maintenance operating costs, which leaves available balances in the annual operating grant that can be accessed for future eligible costs.

Local Investment. Payments from communities were \$203,749, or 5.32%, higher than in 2020. This was a result of an additional \$191,464, or 5% in local assessments and match for operating and capital costs. In addition to member community assessments, local investment includes contributions from Gorham, who is a non-member community for the Transit West expansion.

Budgeted Expenses

Total operating expenses for 2021 were under budget by 7.10%, or \$907,820, and about 1.87%, or \$217,582 more than 2020. The budget to actual schedule for expenses begins on page 26.

GREATER PORTLAND TRANSIT DISTRICT
Management Discussion and Analysis, Continued
Fiscal Year Ended December 31, 2021

Wages and benefits (personnel). Total wages and benefits costs were about 2.95% higher, or about \$256,559 than in 2020. This primarily reflects a 3.00% wage increase for all employees and step increases for union employees. 2021 health insurance premiums remained stable, incurring minor deviations from 2020. For 2021, wages and benefits were under budget by 3.20%, or \$296,167. GPTD experienced stable staffing levels during 2021, which allowed overtime to be under expended by \$178,975. Benefits were also under expended, by \$59,193, primarily from a credit for FICA taxes on certain wages paid under the CARES Act.

Fleet parts and services and fuel. The cost of maintaining the fleet combined with fuel costs, were under budget by \$125,807, about 12.28% with a savings in CNG fuel of \$394, diesel of \$88,626, and parts of \$48,970. Over expenditures were incurred in tires and fluids of \$12,183. The total expense was \$28,873 lower than 2020. GPTD experienced supply chain issues that pushed tire costs over budget but locked in lower diesel fuel pricing in its current contract which resulted in net savings overall.

Advertising services. Advertising services were under budget by about 58.88%, or \$47,395. A majority of GPTD's advertising dollars are typically used for initiatives to grow ridership. As a result of COVID-19, certain initiatives were temporarily suspended, with most advertising spending redirected to pandemic-related recommendations and requirements onboard buses. This resulted in the 2021 budgetary savings.

Contracted services. Contracted services were under budget by about 12.22%, or \$42,665. This is almost entirely due to an intentional delay in executing a custodial contract, which resulted in the positive budget variance. Procurement to secure this contract is planned for 2022.

Utilities and telephone. The total cost of heat, electricity, phone, water, sewer, and storm water was under budget by about 24.73%, or \$98,432. Total cost was nearly flat but decreased 0.43% compared to 2020.

Maintenance services. The total cost of maintenance services was under budget by 24.00%, or \$78,266. Costs budgeted for maintenance services and supplies, copier maintenance, and snow plowing were under budget.

Growth and Initiatives

GPTD's progress in growing ridership over the past several years has slowed during the pandemic, with overall ridership in 2021 being about 51.84% less than the pre-pandemic levels of 2019. GPTD is working to reintroduce public transit to riders that left during these times, along with attracting new ridership. Albeit lower than 2019 levels, ridership steadily increased month over month in 2021, and GPTD has continued to see that growth trend into 2022.

GPTD received two new diesel buses in 2021, replacing similar 2004 buses. GPTD will continue to update its bus fleet, with the purchase of two electric buses in 2022. Additionally, GPTD will be working to finalize the procurement of four diesel buses in late 2022 that will replace the smaller express service buses currently in use.

The automated fare system was launched, along with a fare increase, in October 2020. A full year after the implementation, GPTD evaluations have demonstrated a high adoption rate among passengers. The automated fare system allows for contactless payment options for passengers, and simplifies transition to and from the partner agency routes of South Portland Bus Service and Biddeford, Saco, Old Orchard Beach Transit. GPTD continues to identify opportunities for employer pass programs for public transit.

Conclusion

GPTD's commitment to technology and infrastructure enhancements, along with a continued effort to introduce service and frequency improvements, allows the delivery of public transit services that are easily accessible,

GREATER PORTLAND TRANSIT DISTRICT
Management Discussion and Analysis, Continued
Fiscal Year Ended December 31, 2021

convenient, and increase mobility in its areas of operation. GPTD is confident that the increasing ridership trend that has continued into 2022 will lead to strengthening GPTD's future fiscal health.

Requests for Information

This purpose of this financial report is to provide a general overview of the Greater Portland Transit District's finances. Any questions concerning this report or additional information should be addressed to Shelly Brooks, Finance Director, Greater Portland Transit District, 14 Valley Street, Portland, Maine 04102.

More information about GPTD can be found on its web site, gpmetro.org, where past budgets and financial reports can also be accessed.

GREATER PORTLAND TRANSIT DISTRICT
Statements of Net Position
December 31, 2021 and 2020

	2021	2020
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 2,101,945	2,078,028
Accounts receivable	74,986	42,607
Receivables from other governments:		
Grants	1,004,786	771,020
Other	72,087	120,100
Inventory	341,437	320,379
Prepaid expenses	107,788	71,297
Total current assets	3,703,029	3,403,431
Capital assets:		
Land	133,175	133,175
Construction in progress	107,095	117,276
Buildings and improvements	6,473,672	6,473,672
Vehicles	18,756,242	17,736,515
Passenger shelters	704,549	674,157
Equipment	4,713,636	4,713,636
Total capital assets	30,888,369	29,848,431
Less accumulated depreciation	16,012,267	14,101,529
Capital assets, net	14,876,102	15,746,902
Total assets	18,579,131	19,150,333
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows of resources related to OPEB	127,603	108,364
Total deferred outflows of resources	127,603	108,364
LIABILITIES		
Current liabilities:		
Accounts payable	162,044	163,126
Payable to other governments	246,344	509,968
Accrued payroll and payroll taxes	175,717	136,165
Other liabilities	45,111	25,795
Unearned fare revenue	173,390	82,094
Current portion of accrued compensated absences	16,021	24,152
Current portion of notes payable	182,500	182,500
Total current liabilities	1,001,127	1,123,800
Noncurrent liabilities:		
OPEB obligation	770,633	642,935
Accrued compensated absences	146,544	116,184
Notes payable	1,243,000	1,425,500
Total noncurrent liabilities	2,160,177	2,184,619
Total liabilities	3,161,304	3,308,419
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows of resources related to OPEB	53,508	67,150
Total deferred inflows of resources	53,508	67,150
NET POSITION		
Net investment in capital assets	13,450,602	14,138,902
Restricted	349,371	212,759
Unrestricted, reserved for board policy	900,000	704,925
Unrestricted, unreserved	791,949	826,542
Total net position	\$ 15,491,922	15,883,128

See accompanying notes to basic financial statements.

GREATER PORTLAND TRANSIT DISTRICT
Statements of Revenues, Expenses, and Changes in Net Position
For the years ended December 31, 2021 and 2020

	2021	2020
Operating revenues:		
Passenger fares	\$ 1,385,127	758,856
Regional Transportation Program rent	40,228	41,750
Outside repairs, maintenance and CNG sales	25,799	21,225
Federal and state operating grants	7,363,153	8,077,968
Local assessments for operating	3,924,450	3,802,188
Advertising	194,244	165,793
Insurance proceeds	14,807	9,195
Autofare reimbursement	10,088	-
Miscellaneous income	20,120	13,044
Total operating revenues	12,978,016	12,890,019
Operating expenses before depreciation:		
Personnel	9,039,770	8,742,244
Temporary help	21,810	-
ADA Paratransit	350,479	290,551
Fuel	538,830	527,783
Dues and subscriptions	36,774	33,683
Other employee costs	25,286	23,022
Fleet parts and services	360,038	733,913
Insurance	325,138	299,877
Advertising	33,105	46,984
Office supplies	23,626	23,487
Contract services	1,177,761	698,797
Utilities and telephone	299,561	300,840
Operating lease and related costs	70,169	-
Maintenance costs	252,824	304,866
Total operating expenses before depreciation	12,555,171	12,026,047
Operating income (loss) before depreciation	422,845	863,972
Depreciation expense	1,920,972	1,660,011
Operating income (loss) after depreciation	(1,498,127)	(796,039)
Nonoperating revenues (expenses):		
Federal and state capital grants	1,071,342	3,230,496
Local assessments for capital	100,550	40,885
Wellness grant	3,014	-
Rock Row payment	-	175,000
Gain (loss) on disposal of capital assets	(5,455)	13,158
Interest income	6,109	14,219
Bank interest and fees	(19,645)	(11,793)
Interest on debt service	(48,994)	(69,395)
Total nonoperating revenues (expenses)	1,106,921	3,392,570
Change in net position	(391,206)	2,596,531
Net position, beginning of year	15,883,128	13,286,597
Net position, end of year	\$ 15,491,922	15,883,128

See accompanying notes to basic financial statements.

GREATER PORTLAND TRANSIT DISTRICT
Statements of Cash Flows
For the years ended December 31, 2021 and 2020

	2021	2020
Cash flows from operating activities:		
Receipts from customers	\$ 1,785,550	1,121,650
Receipts from federal and state operating grants	7,129,387	7,917,293
Receipts from local sources	3,924,450	3,977,188
Receipts from insurance proceeds	14,807	8,950
Payments to suppliers	(3,790,889)	(2,857,449)
Payments to employees	(8,930,268)	(8,767,584)
Net cash provided by (used in) operating activities	133,037	1,400,048
Cash flows from investing activities:		
Interest income	6,109	14,219
Net cash provided by (used in) investing activities	6,109	14,219
Cash flows from capital and related financing activities:		
Local sources	100,550	40,885
Federal and State capital grants	1,071,342	3,230,496
Bond issuance proceeds	-	510,000
Principal payments on bonds	(182,500)	(436,257)
Proceeds from sale of capital assets	3,000	13,158
Purchase of capital assets	(1,058,627)	(3,706,917)
Interest payments	(48,994)	(69,395)
Net cash provided by (used in) capital and related financing activities	(115,229)	(418,030)
Net increase (decrease) in cash and cash equivalents	23,917	996,237
Cash and cash equivalents, beginning of year	2,078,028	1,081,791
Cash and cash equivalents, end of year	\$ 2,101,945	2,078,028
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:		
Operating income (loss)	\$ (1,498,127)	(796,039)
Adjustments to reconcile operating loss to net cash provided by (used in) operating activities:		
Depreciation	1,920,972	1,660,011
Bank interest and fees	(19,645)	(11,793)
Rock Row payment	-	175,000
Wellness grant	3,014	-
Amortization of deferred inflows and outflows of resources related to OPEB	(32,881)	(55,852)
Change in operating assets and liabilities:		
Accounts receivable	15,634	38,888
Grants receivable	(233,766)	(160,675)
Inventory	(21,058)	60,398
Prepaid expenses	(36,491)	(68,532)
Accounts payable	(264,706)	415,481
Accrued payroll and payroll taxes	39,552	(65,674)
Other liabilities	19,316	7,533
Deferred fare revenue	91,296	82,094
Accrued compensated absences	22,229	9,506
Net OPEB obligation	127,698	109,702
Net cash provided by (used in) operating activities	\$ 133,037	1,400,048

See accompanying notes to basic financial statements.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization - The Greater Portland Transit District (the District), incorporated June 24, 1966, is a quasi-municipal corporation, organized in accordance with the provisions of Title 30-A, Chapter 163, of the Maine State Statutes, to operate a public mass transit passenger bus service for the inhabitants of the municipalities comprising the District. The membership of the District is composed of the cities of Portland and Westbrook, and the Towns of Falmouth, Yarmouth, Freeport, and Brunswick. The Board of Directors consists of five directors appointed from the City of Portland, three directors appointed from the City of Westbrook, two directors appointed from the Town of Falmouth, and one each from the Towns of Yarmouth, Freeport, and Brunswick.

Economic Dependency - The District is economically dependent upon grants from the Federal Transit Administration and subsidies from the City of Portland, the City of Westbrook, and the Town of Falmouth.

Measurement Focus and Basis of Accounting - The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured, such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses recorded when a liability is incurred, regardless of the timing of the related cash flows.

Operating revenues and expenses are distinguished from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the District's principal ongoing operations. The principal operating revenues of the District are charges to customers for sales and services, operating grants from federal and state funding sources, and local member contributions. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Cash and Investments - Cash and cash equivalents are considered to be cash on hand, demand deposits and time deposits. Investments are stated at fair value.

Accounts Receivable and Receivables From Other Governments - The District grants credit to local governments and businesses. In addition, grants are received for operations and various capital acquisitions. The portion of grants not received at year-end is included in the balance sheet as grants receivable. The amounts of these receivables are subject to acceptance of qualified expenditures by responsible grantor agencies. Grants received prior to obligation or expenditure of funds are recorded as unearned grants.

Management believes that all accounts receivable and grants receivable at December 31, 2021 and 2020 are fully collectable. Therefore, no allowance for doubtful accounts is recorded.

Net Position - Although not a formal policy, when both restricted and unrestricted resources are available for use, it is the District's intent to use restricted resources first, then unrestricted resources as they are needed.

Net Position Reserve - The Board of Directors for the District adopted a Financial Reserve Policy in 2018 with a goal of achieving and maintaining an unrestricted amount of net position of no less than 16.66%, or two months, of the subsequent year's operating budget expenditures. That Policy also requires an equal amount of cash to be restricted to match the amount reserved.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Inventory - Inventories are valued at the lower of cost (first-in, first-out basis) or market and are recorded as expenditures when used (consumption method). Inventory consists of materials and supplies.

Prepaid Expenses - Payments to vendors that will benefit periods beyond the fiscal year are recorded as prepaid expenses.

Capital Assets - Capital assets owned by the District are stated at the cost to acquire or construct the asset and are comprised of land, building, vehicles, and other capital assets. Donated capital assets are recorded at acquisition value. Routine maintenance and repairs are charged against income. Expenses, which materially increase values, change capacities, or extend useful lives are capitalized. The threshold for capitalization of an asset is \$5,000. The provision for depreciation has been computed by the use of the straight-line method at rates intended to amortize the cost of the related assets over their estimated useful lives.

Estimated useful lives are as follows:

Buildings and improvements	10-50 years
Bus stops and shelters	5-20 years
Office equipment	5-10 years
Service vehicles	7-12 years
Shop equipment	7-20 years
Vehicles	4-12 years
Computer equipment/software	3 years

Deferred Inflows and Outflows of Resources - In addition to assets and liabilities, the statement of net position will sometimes report separate sections for deferred outflows of resources and deferred inflows of resources. These separate financial statement elements, deferred outflows of resources and deferred inflows of resources, represent a consumption or acquisition of total position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) or inflow of resources (revenue) until that time. The District has deferred outflows and inflows that relate to the total other postemployment benefits (OPEB) liability, which include the District's contributions subsequent to the measurement date, which is recognized as a reduction of the total OPEB liability in the subsequent year. They also include changes in assumptions and differences between expected and actual experience, which are deferred and amortized over the average expected remaining service lives of active and inactive members in the plan.

Accrued Compensated Absences - Under terms of personnel policies and union contracts of the District, compensated absences are granted and paid out to employees upon departure from employment. The District currently offers vacation accrual, sick accrual, and paid time off (PTO). For non-union employees, vacation is paid out at 100% of earned time regardless of time of service. Sick and PTO are paid out based on length of service. Union employees are paid out all accrued unused PTO and pro-rated vacation time based on length of service in the year of termination.

Use of Estimates - The presentation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Reclassifications - Certain amounts presented in the prior year data have been reclassified in order to be consistent with the current year's presentation.

DEPOSITS

Custodial credit risk – deposits: In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District currently does not have a written deposit policy for custodial credit risk but does attempt to have all deposits insured and collateralized. As of December 31, 2021, the District reported deposits of \$2,101,945 with a bank balance of \$2,294,921. The District's entire bank balance is insured by federal depository insurance.

Interest rate risk: The District currently does not have a written policy for interest rate risk.

Credit Risk: Maine statutes authorize the District to invest in obligations of the U.S. Treasury and U.S. agencies, repurchase agreements and certain corporate stocks and bonds. The District currently does not have a written policy for credit risk.

CAPITAL ASSETS

Capital asset activity for the fiscal year ended December 31, 2021 was as follows:

	<u>Balance</u> <u>12/31/2020</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>12/31/2021</u>
Capital assets not being depreciated:				
Land	\$ 133,175	-	-	133,175
Construction in progress	117,276	19,481	29,662	107,095
Total capital assets not being depreciated	250,451	19,481	29,662	240,270
Capital assets being depreciated:				
Buildings and improvements	6,473,672	-	-	6,473,672
Vehicles	17,736,515	1,038,416	18,689	18,756,242
Passenger stations	674,157	30,392	-	704,549
Equipment	4,713,636	-	-	4,713,636
Total capital assets being depreciated	29,597,980	1,068,808	18,689	30,648,099
Less accumulated depreciation for:				
Buildings and improvements	4,993,298	227,349	-	5,220,647
Vehicles	5,348,873	1,549,524	10,234	6,888,163
Passenger stations	91,886	34,399	-	126,285
Equipment	3,667,472	109,700	-	3,777,172
Total accumulated depreciation	14,101,529	1,920,972	10,234	16,012,267
Total capital assets being depreciated, net	15,496,451	(852,164)	8,455	14,635,832
Capital assets, net	\$ 15,746,902	(832,683)	38,117	14,876,102

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

LONG-TERM DEBT

The following is a summary of long-term liability transactions of the District for the year ended December 31, 2021:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending balance</u>	<u>Due within one year</u>
Notes from direct borrowing	\$ 1,608,000	-	182,500	1,425,500	182,500
Other postemployment liabilities	642,935	127,698	-	770,633	-
Accrued compensated absences	140,336	39,791	17,562	162,565	16,021
Total long-term liabilities	\$ 2,391,271	167,489	200,062	2,358,698	198,521

Notes payable at December 31, 2021 are comprised of the following individual issues:

	<u>Date of issue</u>	<u>Amount issued</u>	<u>Interest rate</u>	<u>Maturity date</u>	<u>Balance 12/31/21</u>	<u>Balance 12/31/20</u>
2018 Buses	2018	\$ 855,000	1.92-2.99%	11/1/2028	\$ 598,500	684,000
2019 Buses	2019	460,000	1.72-2.39%	11/1/2029	368,000	414,000
2020 Buses	2020	510,000	1.24-1.74%	11/1/2030	459,000	510,000
Total notes payable					\$ 1,425,500	1,608,000

The annual requirements to amortize notes payable outstanding as of December 31, 2021 are as follows:

<u>Year ended December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 182,500	30,838	213,338
2023	182,500	27,258	209,758
2024	182,500	23,537	206,037
2025	182,500	19,666	202,166
2026	182,500	15,678	198,178
2027-2030	513,000	22,550	535,550
Totals	\$ 1,425,500	139,527	1,565,027

GRANTOR REVIEW

Federal and State grants are subject to grantor review and final approval. Although it is not anticipated that any claims would be made against the District by the grantor agencies, grants remain subject to ultimate closeout.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

RISK MANAGEMENT

The Greater Portland Transit District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Greater Portland Transit District carries commercial insurance.

PENSION PLAN

The Greater Portland Transit District has a defined contribution retirement plan under Section 401(a) of the Internal Revenue Code covering all full-time employees.

Union employees are eligible to participate once their qualifying period has ended. Qualification for operators occurs the first of the month following 90 days after signing their employee contract. Qualification for maintenance employees occurs the first of the month following 60 days after their date of hire. Nonunion employees are eligible to participate 90 days after their date of hire. Union employees are fully vested after 60 months of employment. All nonunion employees are fully vested immediately.

The District matches voluntary union and nonunion employee contributions to a 401 (a) plan. All contributions are voluntary and in fiscal year 2021, the District contributed up to 7.0% of the employees' gross pay, compared to 6.5% in 2020, the District contributed 15% of the General Manager's compensation, without regard to his contribution, for the years ended December 31, 2021 and 2020, respectively.

For the years ended December 31, 2021 and 2020, respectively, employee contributions amounted to \$0 and \$0 and employer contributions were \$371,495 and \$319,721.

457 RETIREMENT PLAN

The District offers its employees a deferred compensation plan created in accordance with Internal Revenue Code (IRC) Section 457. The plan permits participating employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

Assets of the plan are placed in trust for the exclusive benefit of participants and their beneficiaries. Accordingly, the assets and the liability for the compensation deferred by plan participants, including earnings on plan assets are not included in the District's financial statements. For the years ended December 31, 2021 and 2020 respectively, employee contributions amounted to \$456,392 and \$393,343 and employer contributions were \$0 and \$0.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

OTHER POSTEMPLOYMENT BENEFITS

General Information about the OPEB Plans

Plan Description - The District sponsors a postretirement benefit plan providing health insurance to retiring employees (hereafter referred to as the Health Plan). The plan is a single-employer defined benefit OPEB plan administered by the Maine Municipal Employees Health Trust (MMEHT). The Board of Directors have the authority to establish and amend the benefit terms and financing requirements. No assets are accumulated in a trust that meets the criteria of paragraph 4 of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*.

Benefits Provided - Retirees with a minimum of age 55 and 5 years of service at retirement are eligible for postretirement health insurance benefits. The eligibility for explicit subsidy is age 62 and 20 years of service. The explicit subsidy represents the contributions towards retiree health insurance that District pays. Currently, the District provides an explicit subsidy of 100% of single Pre-Medicare coverage. The District does not provide any subsidy for spouses.

Employees Covered by Benefit Terms – At December 31, 2021, the following employees were covered by the Health Plan benefit terms:

Inactive employees or beneficiaries currently receiving benefits	2
Inactive employee entitled to but not yet receiving benefits	-
Active employees	88
Total	90

Contributions - The District is required to pay 100% of the health insurance premiums toward single Pre-Medicare coverage, the total District contributions for the year ended December 31, 2021 were \$7,832.

OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

The District’s total Health Plan OPEB liability of \$770,633 was measured as of January 1, 2021 and was determined by an actuarial valuation as of January 1, 2020.

Changes in the Total Health Plan OPEB Liability

	Total OPEB Liability
Balance at December 31, 2020	\$ 642,935
Changes for the year:	
Service cost	70,683
Interest	19,447
Changes of benefit terms	-
Differences between expected and actual experience	-
Changes in assumptions or other inputs	45,400
Benefit payments	(7,832)
Net changes	127,698
Balance at December 31, 2021	\$ 770,633

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

OTHER POSTEMPLOYMENT BENEFITS, CONTINUED

Change in assumptions reflects a change in the discount rate from 2.74% to 2.12%.

For the year ended December 30, 2021, the District recognized OPEB expense of \$94,817 related to the Health Plan. At December 31, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to the Health Plan from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	53,508
Changes of assumption or other inputs	120,072	-
Contributions after measurement date	7,531	-
Total	\$ 127,603	53,508

An amount of \$7,531 is reported as deferred outflows of resources related to OPEB resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended December 31, 2022. Amounts reported as deferred outflows of resources and deferred inflows of resources related to the Health Plan OPEB will be recognized in OPEB expense as follows:

Year ended December 30:		
2022	\$	12,331
2023		12,331
2024		12,337
2025		7,904
2026		15,177
Thereafter		6,484

Actuarial Assumptions and Other Inputs - The total OPEB liability in the January 1, 2021 actuarial valuation for the Health Plan was determined using the following assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.00% per year
Salary increases	2.75% per year
Discount rate	2.12%
Healthcare cost trend rates	Initial trend of 8.55% grading over 20 years to 3.28% per annum
Retirees' share of the benefit related costs	100% of projected health insurance premiums

Mortality rates for the Health Plan were based on the RP2014 Total Dataset Healthy Annuitant Mortality Table, for males and females.

The actuarial assumptions used in the January 1, 2020 valuation for the Health Plan were based on the results of an actuarial experience study for the period June 30, 2012 through June 30, 2015.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

OTHER POSTEMPLOYMENT BENEFITS, CONTINUED

Discount Rate - The rate used to measure the total OPEB liability for the Health Plan was 2.12%. The discount rate was based upon high quality AA/Aa or higher bond yields in effect for 20 years, tax-exempt general obligation municipal bonds using the Bond Buyer 20-Bond GO Index.

Sensitivity of the Total Health Plan OPEB Liability to Changes in the Discount Rate – The following presents the District’s total OPEB liability related to the Health Plan calculated using the discount rate of 2.12%, as well as what the District’s total OPEB liability would be if it were calculated using a discount rate that is 1 percentage-point lower (1.12%) or 1 percentage-point higher (3.12%) than the current rate:

	1% Decrease (1.12%)	Discount Rate (2.12%)	1% Increase (3.12%)
Total OPEB liability	\$ 895,848	770,633	668,616

Sensitivity of the Total Health Plan OPEB Liability to Changes in the Healthcare Cost Trend Rates - The following presents the District’s total OPEB liability related to the Health Plan calculated using the healthcare cost trend rates, as well as what the District’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage-point lower or 1 percentage-point higher than the current healthcare cost trend rates:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
Total OPEB liability	\$ 656,661	770,633	914,489

SHORT-TERM LIABILITIES

The District obtained short-term borrowing in the form of a revenue anticipation note for immediate cash flow needs. Short-term liability transactions for the year ended December 31, 2021 were as follows:

	Beginning <u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	Ending <u>balance</u>
Revenue anticipation note	\$ -	4,600,000	4,600,000	-

NET POSITION

Net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by outstanding long-term debt and adding back any unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislations adopted by the District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Unrestricted net position is any remainder of total net position less net investment in capital assets and restricted net position.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Basic Financial Statements, Continued

NET POSITION, CONTINUED

The District's net investment in capital assets was calculated as follows at December 31, 2021 and 2020:

	<u>2021</u>	<u>2020</u>
Capital assets	\$ 30,888,369	29,848,431
Accumulated depreciation	(16,012,267)	(14,101,529)
Notes payable	(1,425,500)	(1,608,000)
Total net investment in capital assets	\$ 13,450,602	14,138,902

The District's net position at December 31, 2021 and 2020 was restricted for the local match of the following grants and projects:

	<u>2021</u>	<u>2020</u>
ME-90-X213 2015 Operating Assistance & Cap Maintenance	\$ 7,630	12,120
ME-2016-016 2016 Operating Assistance & Cap Maintenance	34,455	45,177
ME-2016-017 Regional Bus Shelter/Sign Project	8,002	9,469
ME-2017-008 2017 Operating Assistance & Cap Maintenance	31,083	31,083
ME-2017-007 Northern Service Expansion - Phase 2	150	296
ME-2018-016 2018 Operating Assistance & Cap Maintenance	3,039	10,449
ME-2019-010 2019 Operating Assistance & Cap Maintenance	10,000	10,000
ME-2019-013 Electric Bus Project	84,225	-
ME-2020-025 2020 Operating Assistance & Cap Maintenance	37,229	21,562
ME-2021-025 2021 Operating Assistance & Cap Maint	44,000	-
N/A Facility	5,000	5,000
N/A Bus Stop Improvement	30,000	20,000
N/A 2018 Operations - Electric signs	42,958	42,958
N/A RTP Reno	10,000	-
N/A Bus painting	1,600	1,600
Total restricted net position	\$ 349,371	212,759

The District has set aside cash balances to support restricted net position and unrestricted net position, reserved for board policy to ensure that cash will be on hand when these amounts are drawn upon. As of December 31, 2021 and 2020, the District has designated the following amounts of net position within cash and cash equivalents:

	<u>2021</u>	<u>2020</u>
Restricted net position	\$ 349,371	212,759
Unrestricted, reserved for board policy	900,000	704,925
Total	\$ 1,249,371	917,684

GREATER PORTLAND TRANSIT DISTRICT
Required Supplementary Information

Schedule of Changes in the District's Total Health Plan OPEB Liability and Related Ratios
Last 10 Fiscal Years*

	2021	2020	2019
Total OPEB Liability			
Service cost	\$ 70,683	45,853	50,269
Interest	19,447	23,597	19,542
Changes of benefit terms	-	(13,451)	-
Differences between expected and actual experience	-	(44,040)	-
Changes of assumptions or other inputs	45,400	104,895	(50,926)
Benefit payments	(7,832)	(7,152)	(6,877)
Net change in total OPEB Liability	127,698	109,702	12,008
Total OPEB liability - beginning	642,935	533,233	521,225
Total OPEB liability - ending	\$ 770,633	642,935	533,233
Covered-employee payroll	\$ 4,688,671	4,688,671	3,885,661
Total OPEB liability as a percentage of covered-employee payroll	16.44%	13.71%	13.72%

* Only three years of information available.

GREATER PORTLAND TRANSIT DISTRICT
Notes to Required Supplementary Information

Total OPEB Liability

Changes of Benefit Terms (OPEB) - In fiscal year 2020 the valuation was adjusted to reflect the removal of the Affordable Care Act's Cadillac Tax.

Changes of Assumptions (OPEB) - Under the Health Plan - MMEHT, changes of assumptions and other inputs reflects the changes in the discount rate each period. The following are the discount rates used in each period:

<u>Fiscal Year</u>	<u>Discount Rate</u>
2021	2.12%
2020	2.74%
2019	4.10%
2018	3.44%

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SCHEDULES

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GREATER PORTLAND TRANSIT DISTRICT
Schedule of Revenues and Expenses - Budget and Actual - Budgetary Basis
For the year ended December 31, 2021
(With Comparative Actual Amounts for the year ended December 31, 2020)

	Budgeted amounts		Actual	Variance with final budget positive (negative)	2020
	Original	Final			
Revenues:					
Passenger fares:					
Regular fares	\$ 1,757,606	1,757,606	1,140,893	(616,713)	564,588
Organization paid fares	309,396	309,396	244,234	(65,162)	194,268
Total passenger fares	2,067,002	2,067,002	1,385,127	(681,875)	758,856
Federal assistance:					
Operating assistance	2,639,528	2,639,528	2,424,171	(215,357)	6,038,185
CARES act	1,486,661	1,486,661	2,039,840	553,179	-
ADA paratransit	360,000	360,000	280,383	(79,617)	106,726
Western expansion	824,000	824,000	650,000	(174,000)	519,633
Preventive maintenance	914,924	914,924	944,263	29,339	612,720
Total federal assistance	6,225,113	6,225,113	6,338,657	113,544	7,277,264
State assistance	170,426	170,426	207,926	37,500	170,426
Local investment:					
Members	4,016,343	4,016,343	3,998,099	(18,244)	3,794,350
Non-members	17,500	17,500	33,000	15,500	33,000
Total local investment	4,033,843	4,033,843	4,031,099	(2,744)	3,827,350
Miscellaneous:					
Regional Transportation Program rent	28,529	28,529	40,228	11,699	41,750
Fleet maintenance services	5,675	5,675	9,915	4,240	6,776
Advertising	195,000	195,000	194,244	(756)	165,793
Interest income	20,000	20,000	6,109	(13,891)	14,219
Fuel sales	10,000	10,000	15,884	5,884	14,449
Autofare reimbursement	15,154	15,154	10,088	(5,066)	-
Rock Row payment	-	-	-	-	175,000
Miscellaneous income	8,400	8,400	20,120	11,720	13,044
Total miscellaneous	282,758	282,758	296,588	13,830	431,031
Total revenues	12,779,142	12,779,142	12,259,397	(519,745)	12,464,927

GREATER PORTLAND TRANSIT DISTRICT
Schedule of Revenues and Expenses - Budget and Actual - Budgetary Basis, Continued
For the year ended December 31, 2021

	Budgeted amounts		Actual	Variance with final budget positive (negative)	2020
	Original	Final			
Expenses:					
Personnel:					
Regular wages and salaries	\$ 5,936,450	5,936,450	5,878,451	57,999	5,774,070
Overtime	524,684	524,684	345,709	178,975	453,985
Benefits	2,779,986	2,779,986	2,720,793	59,193	2,460,339
Total personnel	9,241,120	9,241,120	8,944,953	296,167	8,688,394
Temporary help	-	-	21,810	(21,810)	-
ADA paratransit	450,000	450,000	350,479	99,521	290,551
Fuel:					
CNG fuel	100,000	100,000	99,606	394	96,442
Diesel fuel	527,850	527,850	439,224	88,626	431,341
Total fuel	627,850	627,850	538,830	89,020	527,783
Dues and subscriptions:					
Dues and subscriptions	26,937	26,937	28,439	(1,502)	24,738
HRA annual dues	7,204	7,204	7,759	(555)	8,571
Licenses and permits	1,430	1,430	576	854	374
Total dues and subscriptions	35,571	35,571	36,774	(1,203)	33,683
Other employee costs:					
Wellness program	2,500	2,500	2,563	(63)	1,499
Meals and hosting	7,500	7,500	5,993	1,507	9,506
Travel, conferences, meetings	13,440	13,440	9,976	3,464	4,414
Employment services	10,725	10,725	6,754	3,971	7,402
Total other employee costs	34,165	34,165	25,286	8,879	22,821
Fleet parts and services:					
Parts	287,000	287,000	238,030	48,970	307,729
Tires and tubes	56,000	56,000	66,285	(10,285)	46,670
Greases and fluids	53,400	53,400	55,298	(1,898)	45,134
Total fleet parts and services	396,400	396,400	359,613	36,787	399,533
Insurance	322,829	322,829	325,138	(2,309)	299,877
Advertising:					
Advertising	57,500	57,500	21,569	35,931	38,727
Fare media	11,000	11,000	5,720	5,280	1,254
Marketing supplies	12,000	12,000	5,816	6,184	7,003
Total advertising	80,500	80,500	33,105	47,395	46,984
Office supplies:					
Supplies	19,500	19,500	21,496	(1,996)	18,868
Postage	4,930	4,930	2,130	2,800	4,619
Total office supplies	24,430	24,430	23,626	804	23,487

GREATER PORTLAND TRANSIT DISTRICT
Schedule of Revenues and Expenses - Budget and Actual - Budgetary Basis, Continued
For the year ended December 31, 2021

	Budgeted amounts		Actual	Variance with final budget positive (negative)	2020
	Original	Final			
Contract services:					
Technology services	\$ 157,170	157,170	132,011	25,159	112,031
Legal fees	33,500	33,500	75,765	(42,265)	41,195
Audit fees	21,000	21,000	20,500	500	20,000
Other contracted services	133,760	133,760	73,398	60,362	55,525
Miscellaneous services	3,800	3,800	4,891	(1,091)	1,502
Total contract services	349,230	349,230	306,565	42,665	230,253
Utilities and telephone:					
Heating fuel	158,034	158,034	108,119	49,915	111,665
Electricity	129,686	129,686	105,780	23,906	102,654
Water/sewer/storm water	40,965	40,965	32,784	8,181	31,137
Phone/cell/internet	69,308	69,308	52,878	16,430	55,384
Total utilities and telephone	397,993	397,993	299,561	98,432	300,840
Maintenance costs:					
Maintenance services	177,964	177,964	142,188	35,776	123,625
Copier maintenance	5,596	5,596	2,862	2,734	4,997
Maintenance supplies	133,500	133,500	102,744	30,756	116,695
Snow plowing and removal	9,000	9,000	-	9,000	1,610
Total maintenance costs	326,060	326,060	247,794	78,266	246,927
Bank and credit card fees	44,205	44,205	19,645	24,560	11,793
Capital match	106,649	106,649	106,649	-	25,162
Debt service principal	182,500	182,500	182,500	-	436,257
Debt service interest	114,640	114,640	48,994	65,646	69,395
Fund balance restoration	45,000	45,000	-	45,000	-
Total expenditures	12,779,142	12,779,142	11,871,322	907,820	11,653,740
Change in net position - budgetary basis	-	-	388,075	388,075	811,187

GREATER PORTLAND TRANSIT DISTRICT
Schedule of Revenues and Expenses - Budget and Actual - Budgetary Basis, Continued
For the year ended December 31, 2021

	Budgeted amounts		Actual	Variance with final budget positive (negative)
	Original	Final		
Reconciliation to GAAP:	\$			
Unbudgeted federal and state capital grants			1,071,342	
Unbudgeted federal and state operating grants			816,570	
Unbudgeted capital maintenance expense			(5,030)	
Unbudgeted contracted services			(871,196)	
Unbudgeted supplies/parts			(425)	
Unbudgeted local contributions			(6,099)	
Unbudgeted operating lease and related costs			(70,169)	
Wellness grant			3,014	
Depreciation expense			(1,920,972)	
Insurance proceeds			14,807	
Capitalized local match			106,649	
Principal payment on debt service			182,500	
Other postemployment benefits expense			(94,817)	
Gain (loss) on disposal of capital assets			(5,455)	
Net change in net position - GAAP basis			(391,206)	
Net position, beginning of year			15,883,128	
Net position, end of year	\$		15,491,922	