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October 8, 2019

Board of Directors
Gary Public Transportation Corporation
100 West 4th Avenue, Third Floor
Gary, IN 46402

We have reviewed the audit report of Gary Public Transportation Corporation, which was opined on by Crowe, LLP, Independent Public Accountants, for the period January 1, 2018 to December 31, 2018. Per the *Independent Auditor's Report*, the financial statements included in the report present fairly the financial condition of Gary Public Transportation Corporation as of December 31, 2018, and the results of its operations for the period then ended, on the basis of accounting described in the report.

We call your attention to the findings on pages 23-24. Management's Corrective Action Plan in response to the findings may be found on pages 25-26.

In our opinion, the audit report was prepared in accordance with the guidelines established by the State Board of Accounts.

The audit report is filed with this letter in our office as a matter of public record.

A handwritten signature in blue ink that reads "Paul D. Joyce".

Paul D. Joyce, CPA
State Examiner

**GARY PUBLIC TRANSPORTATION
CORPORATION**

FINANCIAL STATEMENTS

December 31, 2018

GARY PUBLIC TRANSPORTATION CORPORATION
Gary, Indiana

FINANCIAL STATEMENTS
December 31, 2018

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Gary Public Transportation Corporation
Gary, Indiana

Report on the Financial Statements

We have audited the accompanying financial statements of Gary Public Transportation Corporation (the Corporation) as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Corporation'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 an opinion 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 entity'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 entity'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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Corporation as of December 31, 2018 and the changes in its financial position and its cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

(Continued)

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 7 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by 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 an opinion on the financial statements that collectively comprise the Corporation's basic financial statements. The accompanying schedule of expenditures of federal awards as required by *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards 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. 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 schedule of expenditures of federal awards 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 September 26, 2019, on our consideration of the Corporation'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 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 Corporation's internal control over financial reporting and compliance.


Crowe LLP

Indianapolis, Indiana
September 26, 2019

GARY PUBLIC TRANSPORTATION CORPORATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
Year ended December 31, 2018

The management discussion and analysis of the financial performance of Gary Public Transportation Corporation ("the Corporation" or "GPTC") provides an overall review of the Corporation's financial activities for the year ended December 31, 2018 with comparative information for 2017. The Corporation's management encourages readers to consider the information presented herein in conjunction with the financial statements to enhance their understanding of the Corporation's financial performance. All amounts, unless otherwise indicated, are expressed in millions of dollars.

Financial Highlights

- § In total for all activities, the Corporation's total assets decreased by \$1.5 million, or 21.9%, from \$6.9 million in 2017 to \$5.4 million in 2018. Net position was \$5.0 million at December 31, 2018.
- § The 2018 change in net position was \$1.6 million, or 24.0%, compared to \$0.5 million for 2017.
 - Total 2018 operating and non-operating revenues were \$5.6 million, a decrease of \$2.0 million, or 26.3%, from the 2017 revenues of \$7.6 million. The majority of the decrease was due to a decrease in federal funding assistance, state operating assistance, and property tax revenues.
 - Total 2018 operating and non-operating expenses were \$7.2 million, a decrease of \$0.9 million, or 11.3%, from 2017 costs of \$8.1 million. The majority of the decrease was due to a decrease in maintenance and building expenses.

Overview of the Financial Statements

The financial section of this report is comprised of three components:

- § Management Discussion & Analysis (this section)
- § Financial statements with corresponding note disclosures, and
- § Supplementary information

The financial statements are designed to provide readers with a broad overview of the Corporation's finances, in a manner similar to a private-sector business. The notes to the financial statements provide additional information that is essential for a full understanding of the data provided in the financial statements.

The statement of net position presents information on all of the Corporation's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Corporation is improving or deteriorating.

The statement of revenues, expenses, and changes in net position present information showing how the Corporations' net position changed during the year being reported. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods.

The financial statements present the functions of the Corporation that are principally supported by operating and non-operating revenues/expenses. The Corporation has business-type activities; that is, functions that are intended to recover a portion of their costs through user fees and charges. These activities are reported in the financial statements as operating revenue that consist of passenger fares and advertising revenue.

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
Year ended December 31, 2018

Financial Analysis

Statement of Net Position: The Corporation's total assets of \$5.4 million decreased from the prior year by \$1.5 million. This decrease is primarily due to depreciation during the year. Liabilities remained consistent compared to prior year as there were no significant outstanding invoices payable at year end.

Table 1: Condensed Statement of Net Position (in millions)				
	2018	2017	Variance	% Variance
Assets				
Current and other assets	\$ 1.6	\$ 2.5	\$ (0.9)	-36.0%
Capital assets	3.8	4.4	(0.6)	-13.6%
Total assets	<u>5.4</u>	<u>6.9</u>	<u>(1.5)</u>	<u>-21.7%</u>
Liabilities				
Other current liabilities	0.4	0.3	0.1	33.3%
Total liabilities	<u>0.4</u>	<u>0.3</u>	<u>0.1</u>	<u>33.3%</u>
Net Position				
Net investment in capital assets	3.8	4.4	(0.6)	-13.6%
Restricted for capital projects	-	-	-	0.0%
Unrestricted	1.2	2.2	(1.0)	-45.5%
Total net position	<u>5.0</u>	<u>6.6</u>	<u>(1.6)</u>	<u>-24.2%</u>
Total liabilities and net position	<u>\$ 5.4</u>	<u>\$ 6.9</u>	<u>\$ (1.5)</u>	<u>-21.7%</u>

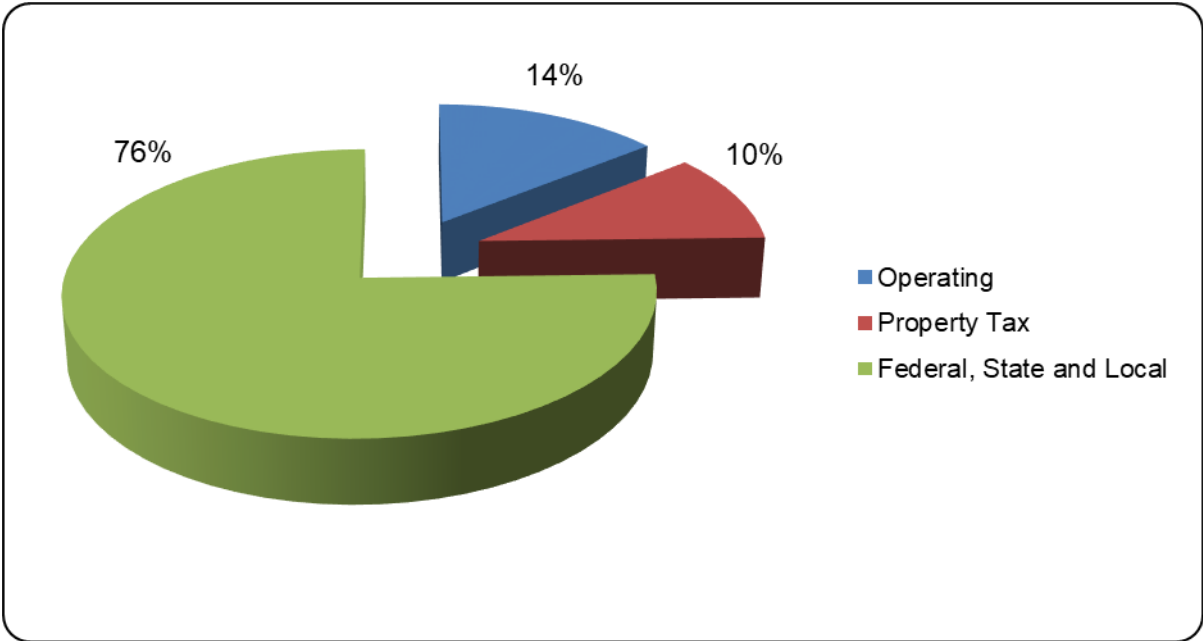
Changes in Net Position: For 2018 and 2017, revenue from GPTC activities was \$5.6 and \$7.6 million, respectively, with related 2018 and 2017 expenses of \$7.2 million and \$8.1 million. The decrease in non-operating revenue was due to the decrease in federal grant activity, state operating assistance, and property tax revenues. The increase in expenses was primarily due to maintenance services and building expenses.

Table 2: Condensed Statement of Revenue, Expenses and Changes in Net Position (in millions)				
	2018	2017	Variance	% Variance
Revenues				
Operating revenues	\$ 0.8	\$ 0.8	\$ -	0.0%
Non-operating revenues	4.8	6.8	(2.0)	-29.4%
Total revenues	<u>5.6</u>	<u>7.6</u>	<u>(2.0)</u>	<u>-26.3%</u>
Expenses				
Operating expenses	7.2	8.1	(0.9)	-11.1%
Total expenses	<u>7.2</u>	<u>8.1</u>	<u>(0.9)</u>	<u>-11.1%</u>
Change in net position	<u>\$ (1.6)</u>	<u>\$ (0.5)</u>	<u>\$ (1.1)</u>	<u>-220.0%</u>

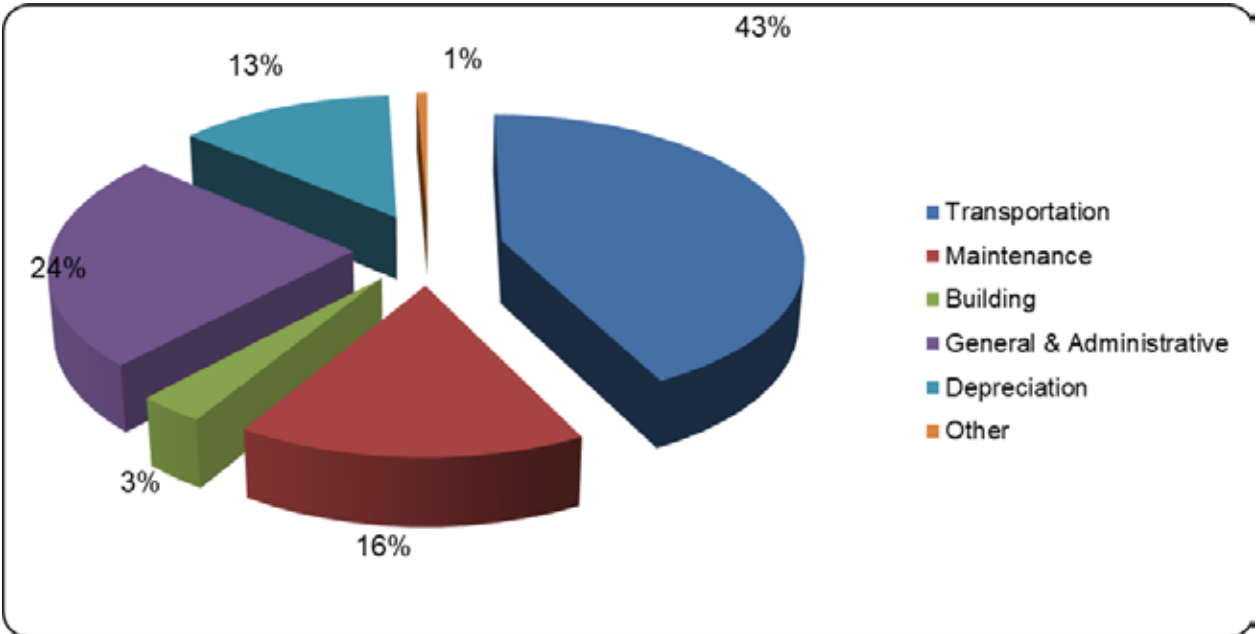
(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
Year ended December 31, 2018

2018 Revenues by Source: The following represents the primary funding sources for the Corporation (both operating and non-operating) for the year:



2018 Expenses by Function: The following represents a breakdown of total expenses (both operating and non-operating) for the year:



(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
Year ended December 31, 2018

Capital Asset and Debt Administration

Capital assets

At the end of 2018 and 2017 the Corporation had invested \$3.7 million and \$4.4 million, respectively, net of accumulated depreciation. The total depreciation expense was \$0.9 million for 2018 and 2017, respectively. Refer to the financial statement Note 3 for further information on capital assets.

Table 3: Capital Assets (in millions)				
	2018	2017	Variance	% Variance
Capital Assets				
Land	\$ 0.6	\$ 0.6	\$ -	0.0%
Construction in progress	-	-	-	0.0%
Building and improvements	14.7	14.6	0.1	0.7%
Revenue vehicles and equipment	11.9	11.9	-	0.0%
Service Vehicles and equipment	2.5	2.3	0.2	8.7%
Office furniture and equipment	1.6	1.6	-	0.0%
Software	0.2	0.2	-	0.0%
Total assets	\$ 31.5	\$ 31.2	\$ 0.3	1.0%
Accumulated Depreciation	27.8	26.8	1.0	3.7%
Capital Assets, net	\$ 3.7	\$ 4.4	\$ (0.7)	-15.9%

Short-term Debt

The Corporation also issues tax warrants on an annual basis to manage its cash flow requirements in anticipation of receiving tax revenues for the operating funds.

In January 2017, the Corporation received tax warrants in the amount of \$479,578 which was payable from the operating fund. The warrants were issued at a 2.77% interest rate and were repaid in December 2017 using property tax revenue received during the year.

In January 2018, the Corporation received tax warrants in the amount of \$928,370 which was payable from the operating fund. The warrants were issued at a 2.91% interest rate and were repaid in December 2018 using property tax revenue and state operating assistance received during the year.

Refer to the financial statement Note 5 for further information on short-term debt.

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
Year ended December 31, 2018

Factors Bearing on the Corporation's Future

The most significant continuing financial challenges have been the complexity of maintaining operating revenue from local and state sources. The difficulty is due to lower than anticipated collection rates in property taxes of property owners, which has been affected by increased assessed valuations.

In addition to a full complement of federally funded capital equipment and infrastructure projects for Federal Fiscal Year 2019, GPTC is expected to receive grant revenue from the Congestion Mitigation and Air Quality (CMAQ) Improvement program in the following amounts for operating and capital expenses related to the Broadway corridor at a compensation rate of 80%:

FFY2018	\$356,431.00
FFY2019	\$446,036.00
FFY2020	\$446,036.00
FFY2021	\$846,036.00
FFY2022	\$846,036.00
FFY2023	\$446,036.00
FFY2024	\$446,036.00

CMAQ project funds will be used for operating assistance and rolling stock acquisition. GPTC's Broadway Rapid CMAQ operating grant is expected to begin in FFY2018 and expire in FFY2024. GPTC receives operating revenue of slightly over \$700,000 per year for general operating expenses and another \$700,000 per year for job access activities. For FFY2018, the agency supplemented its Section 5307 capital program with \$196,000 in Section 5339 funds for capital improvements related to bus operations.

CMAQ project funds will also be used for Year 4 of the Lake Ridge Project. The period of performance for this round of funding is FFY2021 to FFY 2024.

FFY2021	\$78,125
FFY2022	\$140,625
FFY2023	\$140,625
FFY2024	\$140,625

Requests for Information

This financial report is designed to provide the Corporation's citizens, taxpayers, and creditors with a general overview of the Corporation's finances and to demonstrate the Corporation's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact the Finance Office at Gary Public Transportation Corporation, 100 West 4th Avenue, Third Floor, Gary, IN, 46402, (219) 885-7555.

GARY PUBLIC TRANSPORTATION CORPORATION
STATEMENT OF NET POSITION
Year ended December 31, 2018

	<u>2018</u>
ASSETS	
Current assets:	
Cash and cash equivalents (Note 2)	\$ 449,133
Federal and state grants receivable	894,566
Accounts receivable	13,963
Materials and supplies Inventory	211,305
Prepaid expenses	<u>62,091</u>
Total current assets	1,631,058
Capital assets: (Note 3)	
Capital assets not being depreciated:	
Land	<u>631,331</u>
Total capital assets not being depreciated	631,331
Depreciable capital assets:	
Building and improvements	14,669,931
Revenue vehicles and equipment	11,896,293
Service vehicles and equipment	2,549,199
Office furniture and equipment	1,596,634
Software	<u>177,284</u>
	30,889,341
Less: Accumulated depreciation	<u>(27,764,180)</u>
Total depreciable capital assets, net	<u>3,125,161</u>
Total capital assets, net	<u>3,756,492</u>
Total assets	<u>\$ 5,387,550</u>
LIABILITIES	
Liabilities:	
Accounts and other payables	\$ 252,493
Accrued payroll liabilities	<u>123,839</u>
Total current liabilities	<u>376,332</u>
Net position	
Net investment in capital assets	3,756,492
Unrestricted net position	<u>1,254,726</u>
Total net position	<u>5,011,218</u>
Total liabilities and net position	<u>\$ 5,387,550</u>

See accompanying notes to financial statements.

GARY PUBLIC TRANSPORTATION CORPORATION
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
Year ended December 31, 2018

	<u>2018</u>
Operating revenues	
Passenger	\$ 718,202
Advertising	88,149
Total operating revenues	<u>806,351</u>
Operating expenses	
Transportation	3,056,031
Maintenance	1,164,888
Building	300,315
General and administrative	1,743,653
Depreciation and amortization	942,138
Total operating expenses	<u>7,207,025</u>
Operating loss	(6,400,674)
Nonoperating revenues (expenses) (Note 6)	
FTA federal grants	3,132,183
State operating assistance	793,025
Property tax	577,246
Local operating tax	46,733
Interest expense	(20,112)
Other income	292,639
Total nonoperating revenues (expenses)	<u>4,821,714</u>
Change in net position	(1,578,960)
Total net position, beginning of year	<u>6,590,178</u>
Total net position, end of year	<u><u>\$ 5,011,218</u></u>

See accompanying notes to financial statements.

GARY PUBLIC TRANSPORTATION CORPORATION
STATEMENT OF CASH FLOWS
Year ended December 31, 2018

	<u>2018</u>
Cash flows from operating activities	
Cash received from fares	\$ 738,253
Cash received from other operating activities	88,149
Payments to employees	(3,056,874)
Payments to suppliers and vendors	<u>(3,045,738)</u>
Net cash from operating activities	<u>(5,276,210)</u>
Cash flows from noncapital financing activities	
Repayment of tax anticipation warrants	928,370
Proceeds from tax anticipation warrants	(928,370)
Interest paid on tax anticipation warrants	(20,112)
Receipts of local government assessments and taxes	1,417,004
Other local support	292,639
Receipts of federal and state government grants and reimbursements	<u>2,667,512</u>
Net cash from noncapital financing activities	<u>4,357,043</u>
Cash flows from capital and related financing activities	
Purchase of capital assets	<u>(283,119)</u>
Net cash from capital and related financing activities	<u>(283,119)</u>
Net change in cash and cash equivalents	(1,202,286)
Cash, restricted cash and cash equivalents, beginning of year	<u>1,651,419</u>
Cash and cash equivalents, end of year	<u>\$ 449,133</u>
Reconciliation of operating income to net cash from operating activities	
Operating loss	\$ (6,400,674)
Adjustments to reconcile operating income (loss) to net cash from operating activities	
Depreciation and amortization	942,138
(Increase) decrease due to changes in:	
Accounts receivable	20,051
Materials and supplies inventory	40,309
Prepaid expense	51,861
Accounts payable	60,531
Accrued payroll liabilities	<u>9,574</u>
Net cash from operating activities	<u>\$ (5,276,210)</u>
Supplemental disclosure of cash flow information	
Cash paid during the year for interest	\$ 20,112

See accompanying notes to financial statements.

GARY PUBLIC TRANSPORTATION CORPORATION
NOTES TO FINANCIAL STATEMENTS
December 31, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business: Gary Public Transportation Corporation ("GPTC" or the "Corporation") is a municipal corporation formed in 1975 under the provisions of IC 19-5-2-10. GPTC was formed for the purpose of providing and maintaining continuing public transportation through a publicly owned urban mass transportation system. GPTC's mission is to become an efficient transit system capable of meeting the employment, social and medical needs of the citizens of Gary, Indiana as well as Northwest Indiana, while stimulating economic development within the City of Gary.

Reporting Entity: The accompanying financial statements comply with the provisions of the Governmental Accounting Standards Board (GASB). GASB Statement No. 61 requires that financial statements of the reporting entity include all of the organization's activities, functions and component units for which the reporting entity is financially accountable. Financial accountability is defined as the appointment of a voting majority of the component unit's board and either (1) the reporting entity's ability to impose its will over the component unit, or (2) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the reporting entity. Based upon the application of these criteria, no entities have been considered to be potential component units for the purpose of defining the Corporation's reporting entity.

Budgetary Information: Annual budgets are adopted on the cash basis of accounting, which is not consistent with U.S. GAAP. All annual appropriations lapse at calendar year end. Prior to the first required publication, the Controller of the Corporation submits to the governing board a proposed operating budget for the year commencing the following January 1. Prior to adoption, the budget is advertised and public hearings are conducted by the governing board to obtain taxpayer comments. In September of each year, the governing board, through the passage of a resolution, approves the budget for the next year. Copies of the budget resolution and the advertisements for funds for which property taxes are levied are sent to the Indiana Department of Local Government Finance. The budget becomes legally enacted after the Controller receives approval of the Indiana Department of Local Government Finance. The Corporation's management cannot transfer budgeted appropriations between classifications of a budget without approval of the governing board. The Indiana Department of Local Government Finance must approve any revisions to the appropriations for any fund.

Basis of Accounting and Accounting Presentation: This summary of significant accounting policies is presented to assist in understanding GPTC's financial statements. The financial statements and accompanying notes are representations of GPTC's management who is responsible for their integrity and objectivity.

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Proprietary Fund Type: GPTC operates as an Enterprise Fund, a type of Proprietary Fund. Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. GPTC's activities are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. All assets, liabilities, net position, revenues, and expenses are accounted for through a single enterprise fund with revenues recorded when earned and expenses recorded at the time liabilities are incurred.

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
NOTES TO FINANCIAL STATEMENTS
December 31, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates in Preparation of Financial Statements: The preparation 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 amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Operating and Non-operating Revenues and Expenses: The principal operating revenue of GPTC is passenger fares. GPTC also recognized as operating revenue the fees collected from advertisements of GPTC's property and miscellaneous operating revenues.

Operating expenses for GPTC include the costs of operating the transit system, administrative expenses, and depreciation on capital assets.

Non-operating revenues primarily include grants and tax revenue from federal, state, and local governments. On an accrual basis, revenue from grants is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements may include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, and expenditure requirements, in which the resources are provided to the GPTC on a reimbursement basis.

It is GPTC's policy to apply resources with donor restrictions first when an expense is incurred for which both with donor restriction and without donor restriction net position are available.

Property Taxes: Property tax revenues are recognized in the year in which they are levied. Property taxes levied are collected by the County Treasurer and are distributed to the Corporation. The Corporation collects taxes after the due dates, usually within 45-90 days. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by February 15. These rates are based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxes levied in one year become due and payable in two installments the following year. Taxable property is assessed at 100% of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively.

Fare Box and Passenger Revenues: Revenues are recognized at the time services are performed.

Capital and Operating Grants: Certain expenditures for capital acquisitions, improvements and development of an urban mass transportation system have received significant federal funding through the Federal Transit Administration (FTA). The balance of such expenditures is funded through state and local sources. Funds provided by governmental authorities for capital and operating assistance are recognized when earned.

Cash and Cash Equivalents: Cash and cash equivalents consist of cash on hand, demand deposits, and short-term investments with maturities when purchased of three months or less. Restricted cash had represented funds remaining from insurance proceeds received during the previous years from the disposition of a FTA funded service vehicle. These funds were utilized for the restricted purpose during the year. No restricted cash balance remain at year end.

Grants and Accounts Receivable: No allowance for bad debts has been established because management considers all material receivables to be collectible.

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
NOTES TO FINANCIAL STATEMENTS
December 31, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Materials and Supplies Inventory: Inventory consists of parts and supplies and is valued at the lower of cost (first-in, first-out method) or market.

Capital Assets: Capital assets are stated at cost and are defined as assets which (1) have a useful life of more than one year and a unit cost of more than \$5,000 (2) have a unit cost of \$5,000 or less, but which are part of a network or system conversion or (3) have a unit cost of \$1,000 and were purchased with grant money. The cost of maintenance and repairs is charged to operations as incurred. Depreciation is calculated under the straight-line method at amounts based on the respective estimated useful lives of major asset classifications, as follows:

Buildings and improvements	20 years
Revenue vehicles and equipment	7 - 12 years
Service vehicles and equipment	7 - 10 years
Office furniture and equipment	5 - 10 years
Software	5 years

Compensated Absences: Substantially, all employees receive compensation for vacations, holidays, illness, and certain other qualifying absences. The number of days compensated for the various categories of absence is based generally on length of service and are earned the year before they can be used. Unused vacation hours do not carry over unless specifically approved, but payments for unused vacation are due at the end of the vacation year for administrative staff. At December 31, 2018 the amount accruable for administrative staff was not deemed to be material.

Self-Insurance: The Corporation has a self-funded workmen compensation insurance, dental and vision plan. As of December 31, 2018 there were no accrued amounts for workers' compensation, dental or vision pending claims in other current liabilities.

Net Position: The three components of net position include:

Net Investment in Capital Assets - This consists of capital assets, net of accumulated depreciation, less the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted for capital projects - This consists of assets that are legally restricted by outside parties or by law through constitutional provisions or enabling legislation. There were no restricted funds for capital projects at year end.

Unrestricted - This consists of assets that do not meet the definition of "restricted" or "Net investment in capital assets."

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
NOTES TO FINANCIAL STATEMENTS
December 31, 2018

NOTE 2 - CASH AND CASH EQUIVALENTS

The Corporation maintains cash deposits with area financial institutions. A summary of these deposits at December 31, 2018 is as follows:

	<u>Carrying Value</u>	<u>Bank Balance</u>
Cash deposits:		
Insured by FDIC	\$ 331,477	\$ 405,769
Insured by Indiana Public Deposits Insurance Fund	<u>117,656</u>	<u>117,640</u>
	<u>\$ 449,133</u>	<u>\$ 523,409</u>

The Public Deposit Insurance Fund (PDIF) was created by the Acts of 1937 to protect the public funds of the state and its political subdivisions deposited in approved financial institutions. The PDIF insures those public funds deposited in approved financial institutions which exceed the limits of coverage provided by any federal deposit insurance. GPTC has funds deposited in PDIF approved financial institutions.

NOTE 3 - CAPITAL ASSETS, NET

A summary of changes in capital assets is as follows:

	<u>1/1/2018</u>	<u>Additions</u>	<u>Transfers</u>	<u>Reductions</u>	<u>12/31/2018</u>
Capital assets not being depreciated:					
Construction in progress	\$ -	\$ -	\$ -	\$ -	\$ -
Land	<u>631,331</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>631,331</u>
Total capital assets not being depreciated	631,331	-	-	-	631,331
Capital assets being depreciated:					
Buildings and improvements	14,621,362	48,569	-	-	14,669,931
Revenue vehicles and equipment	11,896,575	-	-	(282)	11,896,293
Service vehicles and equipment	2,324,417	224,883	-	(101)	2,549,199
Office furniture and equipment	1,580,774	15,860	-	-	1,596,634
Software	<u>169,456</u>	<u>7,828</u>	<u>-</u>	<u>-</u>	<u>177,284</u>
Total capital assets being depreciated	30,592,584	297,140	-	(383)	30,889,341
Less accumulated depreciation:					
Buildings and improvements	(14,082,787)	(66,198)	-	-	(14,148,985)
Revenue vehicles and equipment	(9,232,218)	(637,523)	-	-	(9,869,741)
Service vehicles and equipment	(2,201,087)	(117,623)	-	-	(2,318,710)
Office furniture and equipment	(1,272,542)	(90,111)	-	-	(1,362,653)
Software	<u>(19,770)</u>	<u>(44,321)</u>	<u>-</u>	<u>-</u>	<u>(64,091)</u>
Total accumulated depreciation	<u>(26,808,404)</u>	<u>(955,776)</u>	<u>-</u>	<u>-</u>	<u>(27,764,180)</u>
Total capital assets being depreciated, net	<u>3,784,180</u>	<u>(658,636)</u>	<u>-</u>	<u>(383)</u>	<u>3,125,161</u>
Total capital assets, net	<u>\$ 4,415,511</u>	<u>\$ (658,636)</u>	<u>\$ -</u>	<u>\$ (383)</u>	<u>\$ 3,756,492</u>

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
 NOTES TO FINANCIAL STATEMENTS
 December 31, 2018

NOTE 4 - DEFINED CONTRIBUTION PENSION PLAN

The Corporation sponsors a defined contribution pension plan, covering all eligible salaried and hourly employees, known as the Gary Public Transportation Corporation Employee's Pension Plan and Trust. Niles Lankford Group is the third party administrator (the Plan Administrator) and Capital Bank and Trust is the custodian of the plan assets. The plan is part of an agreement with Division 517 of the Amalgamated Transit Union and the plan may be amended by mutual agreement of the parties, subject to approval by the Corporation. Under the terms of the plan, the Corporation is required to make monthly contributions, which vary depending on the length of service of employees as follows:

<u>Years of Service</u>	<u>Monthly Contribution</u>
Less than 10	\$30
10 - 15	40
15 - 19	45
20 - 24	50
25 or more	60

Employees become vested after five years of continuous service with GPTC. Additionally, the Corporation contributes fifteen cents per payroll hour for full time employees with at least ten years of vested service. The Corporation's employer contributions were approximately \$40,000 for the year ended December 31, 2018, and employee contributions were approximately \$30,000.

The plan administrator invests the plan's assets in several types of mutual funds. At December 31, 2018, the investments of the plan, at fair value, amounted to approximately \$1,689,000. These assets are excluded from these financial statements. The plan is audited separately.

NOTE 5 - TEMPORARY LOAN TAX ANTICIPATION WARRANTS

In January 2018, the Corporation received \$928,370 of funding under a Temporary Tax Anticipation Warrant program with the Indiana Bond Bank. The warrant has an interest rate of 2.91% and final payment was made by December 31, 2018. During the year ended December 31, 2018, the following changes occurred in temporary loan tax anticipation warrants:

	<u>1/1/2018</u>	<u>Additions</u>	<u>Payments</u>	<u>12/31/2018</u>
Tax Anticipation Warrants	\$ -	\$ 928,370	\$ 928,370	\$ -

NOTE 6 - FEDERAL, STATE AND LOCAL NON-OPERATING ASSISTANCE

Reduced fare subsidies received from the State of Indiana were \$793,025 for the year ended December 31, 2018 for discounted services provided to the elderly, disabled, or student riders.

GPTC receives federal monies from the Department of Transportation (via FTA) under the Urbanized Area Formula grant. The grant is cost reimbursement based on projects and budgets preapproved. Once monies have been spent on preapproved projects, GPTC requests reimbursement. The FTA reimburses GPTC its proportionate share of the monies spent while GPTC is responsible for a local match.

Property tax revenue for 2018 was from a Lake County property tax levy with distributions to GPTC of \$577,246 for operating assistance.

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
NOTES TO FINANCIAL STATEMENTS
December 31, 2018

NOTE 7 - OPERATING LEASES

The Corporation leases tires for its fleet of buses through Goodyear. Amounts due on the lease are determined on an annual basis relative to actual usage. Beginning May 1, 2017, the Corporation entered into a contract with Bridgestone for tire lease and related services. This agreement expires April 30, 2022 with a one year option to renew. Expenses related to this lease were approximately \$45,000 in 2018.

NOTE 8 - RISK MANAGEMENT – CONTINGENCIES AND COMMITMENTS

Contingencies: Various claims and lawsuits arising from the normal course of business are pending against GPTC. The nature of GPTC's operations sometimes subjects the Corporation to litigation. General Counsel for GPTC is of the opinion that ultimate settlement of such claims in excess of insurance coverage will not result in a material adverse effect on GPTC's financial statements as of December 31, 2018. The Corporation did not have settlements in excess of insurance coverage during the current or preceding years ending December 31, 2018, 2017, or 2016. No liability is recorded as of December 31, 2018.

GPTC maintains coverage for general liability, property and casualty, employee accidents, environmental, business interruption, terrorism, and automotive liability losses arising from automotive liability, property, property-related business interruption, terrorism, employment-related suits, including discrimination and sexual harassment, and management liability of board members, directors, and officers of GPTC.

Also included are risks of loss associated with providing insured and self-insured health, dental, and life insurance benefits to employees and retirees. Premiums have been recorded as expenses in the appropriate funds. GPTC provides health insurance benefits to employees through two fully insured health maintenance organizations PPO plan. GPTC provides dental insurance benefits through two fully insured dental maintenance organizations and a self-insured dental indemnity plan. GPTC does not purchase stop-loss insurance for its self-insured comprehensive indemnity/PPO plan. No material liabilities associated with the dental indemnity plan exist at December 31, 2018. Lastly, GPTC covers the cost of employee life insurance policies for both active and retired employees. Life insurance coverage limits are \$15,000 for active union employees and \$7,000 for retired employees, and GPTC is obligated to cover the cost of the associated premiums. For active nonunion employees, the coverage limit is based on salary.

Commitments: GPTC has reported that the Corporation has no material contractual commitments to fulfill as of December 31, 2018.

NOTE 9 - OTHER MATTERS

GPTC uses office space owned by the City of Gary. The use of the space is part of an operating agreement in exchange for GPTC services that includes collecting parking lot revenue and rent payments from the lessees at the Metro Center and making payments based on revenue collections to the various Metro Center vendors for utilities, security, janitorial and maintenance, and other related expenses. Any expense amounts in excess of the revenue collected from the Metro Center vendors are the responsibility of the City of Gary.

SUPPLEMENTARY INFORMATION

GARY PUBLIC TRANSPORTATION CORPORATION
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 Year ended December 31, 2018

	<u>CFDA#</u>	<u>Expenditures</u>
U.S. Department of Transportation: Federal Transportation Administration		
<u>Direct Programs:</u>		
Federal Transit Cluster:		
Federal Transit – Formula Grants	20.507	\$ 1,570,866
Federal Transit – Formula Grants - CMAQ	20.507	271,189
Federal Transit – Formula Grants - MAP21	20.507	<u>1,031,258</u>
Total Federal Transit Cluster		2,873,313
Highway Planning and Construction Cluster:		
Highway Planning and Construction	20.205	<u>258,870</u>
Total Expenditures of Federal Awards		<u>\$ 3,132,183</u>

Notes to the SEFA

Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of the Corporation under programs of the federal government for the year ended December 31, 2018. The information in this Schedule is presented in accordance with the 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). Because the Schedule presents only a selected portion of the operations of the Corporation, it is not intended to and does not present the statement of net position, statement of revenues, expenses and changes in net assets, or cash flows of the Corporation.

Expenditures reported on the Schedule are reported on the accrual basis of accounting. The Corporation has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

Other Information

The Corporation did not have any sub-recipient activity or noncash activity during the year.

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*

Board of Directors
Gary Public Transportation Corporation
Gary, Indiana

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 Gary Public Transportation Corporation ("Corporation") as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Corporation's basic financial statements, and have issued our report thereon dated September 26, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Corporation'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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 a 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. We consider the deficiency described in the accompanying schedule of findings and questioned costs to be a material weakness. (Finding 2018-001)

A significant deficiency is a deficiency, or a 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. We consider the deficiency described in the accompanying schedule of findings and questioned costs to be a significant deficiency. (Finding 2018-002)

(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free of 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*.

The Corporation's Responses to Findings

The Corporation's responses to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Corporation's responses were 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 over financial reporting 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.

A handwritten signature in black ink that reads "Crowe LLP". The signature is written in a cursive, flowing style.

Crowe LLP

Indianapolis, Indiana
September 26, 2019

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE

Board of Directors
Gary Public Transportation Corporation
Gary, Indiana

Report on Compliance for the Major Federal Program

We have audited Gary Public Transportation Corporation's ("Corporation") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Corporation's major federal program for the year ended December 31, 2018. The Corporation's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Corporation's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance 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). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Corporation's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Corporation's compliance.

Opinion on the Major Federal Program

In our opinion, the Corporation complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2018.

(Continued)

Report on Internal Control Over Compliance

Management of the Corporation is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Corporation's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose



Crowe LLP

Indianapolis, Indiana
September 26, 2019

GARY PUBLIC TRANSPORTATION CORPORATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended December 31, 2018

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

Yes No

Significant deficiencies identified?

Yes None Reported

Noncompliance material to financial statements noted?

Yes No

Federal Awards

Internal Control over major federal programs:

Material weakness(es) identified?

Yes No

Significant deficiencies identified?

Yes None Reported

Type of auditor's report issued on compliance for major federal program:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

Yes No

Identification of major programs:

CFDA Number(s) _____ Name of Federal Program or Cluster _____

20.507

Federal Transit Cluster – Formula Grants

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

Yes No

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended December 31, 2018

SECTION II – FINDINGS RELATED TO THE FINANCIAL STATEMENTS THAT ARE REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

Finding 2018-001 - Controls Over Financial Reporting (Material Weakness)

Criteria: In accordance with 2 CFR Part 200 Subpart F § 200.510(a): “The auditee must prepare financial statements that reflect its financial position, results of operations or changes in net assets, and, where appropriate, cash flows for the fiscal year audited.”

Condition: During our audit, we concluded that management did not have effective internal controls over financial reporting processes and the general ledger accounting system to adequately prepare the financial statements without material audit adjustments and did not have effective internal controls in place.

Context: During 2018, the Corporation was the victim of a ransomware attack which corrupted the general ledger and erased general ledger activity and records which was not backed up on the server.

Effect: Due to a lack of general ledger, there are no controls or support for records which were recreated by management based on bank statement activity during the year.

Cause: The ransomware attack resulted in a loss of accounting records. There was no server backup to restore the records.

Recommendation: We recommend that management create and reinforce the use of standard protocol for periodic general ledger closing, account reconciliation process, monthly journal entries, in order to prepare accurate and timely internal financial statements and ensure timely backups are performed

Views of responsible officials and planned corrective actions: Management agrees with the finding and has prepared a corrective action plan.

(Continued)

GARY PUBLIC TRANSPORTATION CORPORATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended December 31, 2018

Finding 2018-002 - Controls Over Disbursements (Significant Deficiency)

Criteria: Management is responsible for establishing and maintaining an effective system of internal control over financial reporting. Ensuring that payments are made only to authorized individuals or entities is a key component of effective internal control over financial reporting.

Condition: Management does not have effective internal controls in place related to payments to vendors for stock and inventory. Purchases of inventory were able to be made by an employee using the Corporation's store account and store credit without payment and there is no evidence of inventory/stock purchases being placed into inventory.

Context: During 2018, management became aware of an employee purchasing inventory at local stores on the Corporation's store credit without payment, purchase order, or pre-approval of management of the Corporation. Eventually, the store would forward the invoice to the Corporation for payment and the Corporation had no evidence or supporting documentation that the item was placed into the Corporation's inventory and no invoice or receipt was produced by the employee for payment.

Effect: Assets were misappropriated by an employee in the amount of approximately \$18,000.

Cause: The cause was a lack of controls surrounding the approval process for items purchased from vendors.

Recommendation: We recommend that management review purchasing procedures to ensure employees cannot purchase items without a purchase order approved by appropriate management personnel. We recommend purchases be made using Corporation credit cards or p-card payment to allow purchase activity to be tracked and reviewed timely by the finance department to detect and prevent unapproved purchases.

Views of responsible officials and planned corrective actions: Management agrees with the finding and has prepared a corrective action plan.

SECTION III – FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS INCLUDING AUDIT FINDINGS AS DEFINED IN ACCORDANCE WITH 2 CFR 200.516(a)

None noted.



ADMINISTRATION FACILITY
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TRANSPORTATION/MAINTENANCE
2101 West 35th Avenue
(219) 884-6100

GPTC CORRECTIVE ACTION PLAN TO 2018 SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Finding 2018-001: Controls Over Financial Reporting – Material Weakness

Views of Responsible Official: This finding was based on circumstances resting beyond reasonable control. The agency was a victim of a Ransomware Attack that compromised all agency network systems and programs and ultimately paralyzed the financial reporting system protocol that was in place. An emergency contingency plan was enacted to complete financial statements and duties manually until the IT systems and networks could be repaired. Management agrees that an IT solution for backup and data recovery should be established and a plan for such is outlined below.

Corrective Action Plan:

Executive management at Gary Public Transportation ("GPTC") has confidence in the controls over the reporting and information processes, however appropriate backup and data recovery solutions were non-existent to produce financial information and statements following the Ransomware attack. The agency is currently working with an IT outsource company, Bucher Tech, to ensure that the agency has established IT controls in place to protect financial data and to produce adequate statements by performing timely backups and having a data recovery solution in place. The Director of Finance has also been working closely with Tyler Technologies to re-install and reimplement the MUNIS Software program so that standard accounting protocols can continue to be followed on a regular and consistent basis as it was preceding the Ransomware attack and internal financial statements can be produced.

Anticipated Completion Date:

GPTC anticipates this process to be completed by December 31, 2019.

Contact information:

For more information or questions concerning findings, please contact Tonisha Sibley, Controller/Director of Finance for Gary Public Transportation Corporation at 219-885-7555, ext.201

Finding 2018-002: Controls Over Disbursements-Significant Deficiency

Views of Responsible Official: Management agrees with this finding and submits corrective action as reflected below.

Corrective Action Plan:

Executive management has established an updated written purchasing procedure that requires authorization documentation by management for the use of all purchases. Such documentation will be processed through the MUNIS System as a form of control. As a further safeguard, segregation of duties will prevent the authorized purchaser as being a member or employee of the Procurement Department but instead will be assigned to a separate individual outside of that department. That individual will submit all receipt documentation to the Finance Department for reconciliation.

Anticipated Completion Date:

GPTC anticipates this process to be completed by December 31, 2019.

Contact information:

For more information or questions concerning findings, please contact Tonisha Sibley, Controller/Director of Finance for Gary Public Transportation Corporation at 219-885-7555, ext.201



Officer's Signature

Controller

Title

Schedule of Prior Year Findings and Questioned Costs

Finding 2017-001 - Controls Over Financial Reporting (Material Weakness)

Condition: During the 2017 audit, it was concluded that management did not have effective internal controls over financial reporting processes and the general ledger accounting system to adequately prepare the financial statements without material audit adjustments and did not have effective internal controls over journal entries.

Status: Not resolved. See Finding 2018-001.