



## TOPEKA METROPOLITAN TRANSIT AUTHORITY

### Board of Directors Meeting – Agenda Item

<b>ITEM</b>	October 2022 Finance Report
<b>CONTACT</b>	Richard Appelhanz
<b>RECOMMENDATION</b>	N/A
<b>SUMMARY</b>	Review October Financial Statements
<b>FISCAL IMPACT (Current and Future)</b>	N/A
<b>PRIORITY/GOAL</b>	N/A
<b>ATTACHMENTS</b>	Yes

**Topeka Metropolitan Transit Authority**

**Balance Sheet**

**As of October 31, 2022**

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	This Month	Net Changes	Last Month
<b>Assets and Deferred Outflows</b>			
<b>Current Assets</b>			
Cash - Operating	5,895,310.67	(628,077.56)	6,523,388.23
Cash - Designated	13,022,102.30	1,430.98	13,020,671.32
Accounts Receivable	98,797.64	1,699.52	97,098.12
Fuel Inventory	50,522.11	(2,161.43)	52,683.54
Prepaid Expenses	111,448.86	(15,403.79)	126,852.65
Prepaid Insurance	44,360.53	(21,630.30)	65,990.83
Prepaid Employee Benefits	<u>258.38</u>	<u>580.95</u>	<u>(322.57)</u>
<b>Total Current Assets</b>	<b>19,222,800.49</b>	<b>(663,561.63)</b>	<b>19,886,362.12</b>
<b>Long-Term Assets</b>			
Buildings - Net	1,478,935.90	(16,013.06)	1,494,948.96
Bus Shelters - Net	2,228,508.31	(30,420.96)	2,258,929.27
Communication Equipment - Net	0.00	0.00	0.00
Computers - Net	0.00	0.00	0.00
Farebox Equipment - Net	48,150.00	(3,210.00)	51,360.00
Office Furniture & Equipment - Net	7,830.20	(252.58)	8,082.78
Leasehold Improvements - Net	1,133,163.78	(15,711.92)	1,148,875.70
Maintenance Equipment - Net	175,141.20	(1,946.01)	177,087.21
Revenue Vehicles - Net	2,574,854.33	(90,551.37)	2,665,405.70
Service Vehicles - Net	49,758.86	(2,422.47)	52,181.33
Projects in Process	715,928.80	35,055.00	680,873.80
Land	<u>3,600,255.44</u>	<u>0.00</u>	<u>3,600,255.44</u>
<b>Total Long-Term Assets</b>	<b>12,012,526.82</b>	<b>(125,473.37)</b>	<b>12,138,000.19</b>
<b>Deferred Outflows</b>			
KPERS Deferred Outflows	1,021,720.00	0.00	1,021,720.00
KPERS OPEB Deferred Outflows	4,425.00	0.00	4,425.00
Metro OPEB Deferred Outflows	<u>2,482.00</u>	<u>0.00</u>	<u>2,482.00</u>
<b>Total Deferred Outflows</b>	<b><u>1,028,627.00</u></b>	<b><u>0.00</u></b>	<b><u>1,028,627.00</u></b>
<b>Total Assets and Deferred Outflows</b>	<b><u>32,263,954.31</u></b>	<b><u>(789,035.00)</u></b>	<b><u>33,052,989.31</u></b>
<b>Liabilities and Deferred Inflows</b>			
<b>Current Liabilities</b>			
Accounts Payable	138,139.65	(30,515.92)	168,655.57
Accrued Payables	388,621.25	33,867.67	354,753.58
Payroll Taxes Payable	647.92	(596.53)	1,244.45
Payroll Liabilities Payable	(61.77)	34.13	(95.90)
Unearned Revenue	44,650.00	(5,775.00)	50,425.00
Other Current Liabilities	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>
<b>Total Current Liabilities</b>	<b>591,997.05</b>	<b>(2,985.65)</b>	<b>594,982.70</b>
<b>Long-Term Liabilities</b>			
KPERS Pension Liability	2,659,991.00	0.00	2,659,991.00
KPERS OPEB Liability	74,351.00	0.00	74,351.00
Metro OPEB Liability	<u>52,441.00</u>	<u>0.00</u>	<u>52,441.00</u>
<b>Total Long-Term Liabilities</b>	<b>2,786,783.00</b>	<b>0.00</b>	<b>2,786,783.00</b>

**Topeka Metropolitan Transit Authority**  
**Balance Sheet**  
**As of October 31, 2022**  
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	<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Deferred Inflows			
Metro OPEB Deferred Inflows	71,137.00	0.00	71,137.00
KPERS OPEB Deferred Inflows	43,122.00	0.00	43,122.00
KPERS Deferred Inflows	<u>1,095,684.00</u>	<u>0.00</u>	<u>1,095,684.00</u>
Total Deferred Inflows	<u>1,209,943.00</u>	<u>0.00</u>	<u>1,209,943.00</u>
Total Liabilities and Deferred Inflows	<u>4,588,723.05</u>	<u>(2,985.65)</u>	<u>4,591,708.70</u>
Fund Balance			
Fund Balance - Non-Designated	2,790,386.27	0.00	2,790,386.27
Fund Balance - Designated	13,013,233.50	0.00	13,013,233.50
Investment in Capital Assets	12,192,613.33	0.00	12,192,613.33
YTD Excess/(Deficit)	<u>(321,001.84)</u>	<u>(786,049.35)</u>	<u>465,047.51</u>
Total Fund Balance	<u>27,675,231.26</u>	<u>(786,049.35)</u>	<u>28,461,280.61</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>32,263,954.31</u>	<u>(789,035.00)</u>	<u>33,052,989.31</u>

**Topeka Metropolitan Transit Authority**  
**Cash Balances**  
**As of October 31, 2022**

		<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Cash Account Balances				
Operating				
Operating Cash	1100	180,686.57	66,379.89	114,306.68
Customer Service Cash	1120	800.00	0.00	800.00
Petty Cash	1140	200.00	0.00	200.00
Cash In Bank - Flex Spending	1150	32,318.71	(4,311.29)	36,630.00
MIP - General	1200	5,328,913.41	(690,146.16)	6,019,059.57
ST Investment - General Reserve	1230	<u>352,391.98</u>	<u>0.00</u>	<u>352,391.98</u>
Total Operating		5,895,310.67	(628,077.56)	6,523,388.23
Designated				
ST Investment - Insurance Reserve	1240	500,000.00	0.00	500,000.00
ST Investment - Capital Reserve	1250	<u>12,522,102.30</u>	<u>1,430.98</u>	<u>12,520,671.32</u>
Total Designated		<u>13,022,102.30</u>	<u>1,430.98</u>	<u>13,020,671.32</u>
Total Cash Account Balances		18,917,412.97	(626,646.58)	19,544,059.55

**Topeka Metropolitan Transit Authority  
Organization Overall  
From 07/01/2022 through 10/31/2022**

	YTD Actual	Annual Budget	\$ Remaining	% Used	YTD Last Year
Operating Revenue					
Fares	262,760.39	647,535.00	(384,774.61)	40.57%	268,512.30
Advertising	25,000.00	77,500.00	(52,500.00)	32.25%	11,305.83
Product Sales	356.00	912.00	(556.00)	39.03%	321.00
Other Revenue	<u>9,091.00</u>	<u>5,600.00</u>	<u>3,491.00</u>	<u>162.33%</u>	<u>2,550.94</u>
Total Operating Revenue	<u>297,207.39</u>	<u>731,547.00</u>	<u>(434,339.61)</u>	<u>40.63%</u>	<u>282,690.07</u>
Operating Expense					
Salaries and Wages	1,164,869.08	3,525,736.00	2,360,866.92	33.03%	1,138,934.41
Payroll Taxes	137,646.22	451,497.00	313,850.78	30.48%	137,142.39
Paid Time Off	142,580.85	483,575.00	340,994.15	29.48%	160,847.66
Employee Insurance	254,210.75	847,904.00	593,693.25	29.98%	218,819.69
KPERs	129,594.75	395,804.00	266,209.25	32.74%	115,089.48
Other Benefits	4,088.64	35,260.00	31,171.36	11.59%	5,614.65
Legal Services	0.00	1,500.00	1,500.00	0.00%	0.00
Audit Services	0.00	15,700.00	15,700.00	0.00%	13,000.00
Maintenance Services	132,301.42	372,348.00	240,046.58	35.53%	85,593.30
Other Services	85,961.18	115,990.00	30,028.82	74.11%	45,929.19
Fuel, Lubricants and Tires	277,745.07	1,058,820.00	781,074.93	26.23%	158,057.63
Maintenance Supplies	110,611.84	374,400.00	263,788.16	29.54%	134,791.29
Other Supplies	80,069.49	312,635.00	232,565.51	25.61%	92,411.34
Utilities and Telephones	55,920.36	158,992.00	103,071.64	35.17%	43,118.92
Casualty Insurance	48,417.20	119,115.00	70,697.80	40.64%	39,202.39
Taxes	16,523.12	55,499.00	38,975.88	29.77%	16,732.70
Contracted Lift Service	117,169.37	360,000.00	242,830.63	32.54%	125,337.00
Continuing Education	2,071.41	11,040.00	8,968.59	18.76%	930.70
Advertising	4,695.79	22,200.00	17,504.21	21.15%	8,198.00
Equipment Leases	246.00	984.00	738.00	25.00%	235.94
Self-Insurance Payments	2,832.63	60,000.00	57,167.37	4.72%	0.00
Other Expenses	5,963.67	42,900.00	36,936.33	13.90%	4,361.48
Depreciation	<u>642,113.48</u>	<u>1,981,560.00</u>	<u>1,339,446.52</u>	<u>32.40%</u>	<u>568,251.23</u>
Total Operating Expense	<u>3,415,632.32</u>	<u>10,803,459.00</u>	<u>7,387,826.68</u>	<u>31.62%</u>	<u>3,112,599.39</u>
Operating Excess/(Deficit)	<u>(3,118,424.93)</u>	<u>(10,071,912.00)</u>	<u>6,953,487.07</u>	<u>30.96%</u>	<u>(2,829,909.32)</u>
Non-Operating Revenue					
Mill Levy	0.00	5,900,447.00	(5,900,447.00)	0.00%	254,493.17
Federal Operating Funds	31,667.00	3,036,900.00	(3,005,233.00)	1.04%	0.00
State Operating Funds	0.00	843,589.00	(843,589.00)	0.00%	0.00
MTPO & JEDO Grants	20,008.38	51,900.00	(31,891.62)	38.55%	0.00
Interest Earned	42,067.15	21,300.00	20,767.15	197.49%	1,744.57
Gain/(Loss) on Disposal	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>11,650.00</u>
Total Non-Operating Revenue	<u>93,742.53</u>	<u>9,854,136.00</u>	<u>(9,760,393.47)</u>	<u>0.95%</u>	<u>267,887.74</u>
Net Excess/(Deficit)	<u>(3,024,682.40)</u>	<u>(217,776.00)</u>	<u>(2,806,906.40)</u>	<u>1,388.89%</u>	<u>(2,562,021.58)</u>
Change in Net Assets	<u>(3,024,682.40)</u>	<u>(217,776.00)</u>	<u>(2,806,906.40)</u>	<u>1,388.89%</u>	<u>(2,562,021.58)</u>

Grant Status  
Board Meeting  
November 21, 2022

Grant	Project	Grant Amount	Amount Remaining	Status
FTA 5307 (from KDOT)	Bus Stops Phase 9 and Bike Stations	\$739,634	\$125,290	84 stops complete. Bike stations in process. Drew funds for 11 more stops for \$44,288 on May 25.
KDOT 5339-18	Vehicles, Security and QSS	\$1,121,574	\$120,145	12 projects complete. 9 Draws made. 2 projects in process. Requested funds for 5 Arboc buses on 4/21/22.
FTA 5307	FY2020 Operating Funding	\$2,323,030	\$230,656	Drew funds for Apr-Jun for \$774,685 on 8/3. Drew funds for Jul-Sept for \$480,695 on 11/8
FTA Low-No	Electric Bus Purchase (3)	\$1,737,825	\$1,737,825	Grant is open.
FTA 5339	Buses, Signs, Radios, Redundancy	\$4,987,500	\$4,987,500	Grant is open. Redundancy project in progress.
FTA 5307	FY2021 Operating Funding	\$2,325,096	\$2,094,284	Grant is open. Drew funds for Jul-Sept for \$230,812 on 11/8
FTA 5307	FY2022 Operating Funding	\$2,992,021	\$2,992,021	Grant application was awarded on July 21.
KDOT PT-0726	FY2023 Operating Funding	\$843,589	\$843,589	Application was awarded on Aug 2.
Received KDOT funding for:				
	Maintenance and Security Equipment	\$256,080		
	Bus Operator Security Barriers	\$110,136		
	Phase 10 Bus Stops	\$938,624		
	Electric Bus Study	\$120,000		
	Bus Stops and Sidewalks	\$177,725		

Procurement Calendar  
Board Meeting  
For Calendar Year 2022  
November 21, 2022

Received Notice To Proceed  
Lift System - \$140,000  
Operator Barriers - \$137,670  
Skid Steer Loader - \$55,000  
Electric Vehicle Fleet Study - \$150,000  
ADA Sidewalk Improvements - \$242,352

January 18 – at board meeting

- a. Award the Skid Steer Loader Contract (complete)

February 21 – at board meeting

- a. Award the Insurance Broker Services Contract (complete)

March 21 – at board meeting

- a. Award the Electric Vehicle Fleet Study Contract (complete)

April 18 – at board meeting

- a. Approve the 4-Leg Parallelogram Lift System RFB (complete)

May 16 – None

June 20 – at board meeting

- a. Approve the Armored Truck Service RFB(complete)
- b. Approve the Janitorial Services RFB(complete)
- c. Approve the Microtransit System RFP(complete)
- d. Award the 4-Leg Parallelogram Lift System(complete)

July 18 – None

August 15 – None

September 19 – at board meeting

- a. Award the Janitorial Services Contract(complete)
- b. Award the Lift System Contract(complete)
- c. Award the Microtransit System Contract(complete)

October 17 – None

November 21 - None