

TOPEKA METROPOLITAN TRANSIT AUTHORITY

Board of Directors Meeting – Agenda Item

ITEM	June 2024 Finance Report
CONTACT	Richard Appelhanz
RECOMMENDATION	Approve
SUMMARY	Review June Financial Statements
FISCAL IMPACT (Current and Future)	N/A
PRIORITY/GOAL	N/A
ATTACHMENTS	Yes

Topeka Metropolitan Transit Authority

Balance Sheet

As of June 30, 2024

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	This Month	Net Changes	Last Month
Assets and Deferred Outflows			
Current Assets			
Cash - Operating	2,824,445.98	1,960,730.24	863,715.74
Cash - Encumbered Funds	3,611,689.00	0.00	3,611,689.00
Cash - Designated	18,735,968.75	(229,801.67)	18,965,770.42
Accounts Receivable	690,922.66	665,854.71	25,067.95
Fuel Inventory	61,090.38	609.81	60,480.57
Prepaid Expenses	115,671.35	43,378.55	72,292.80
Prepaid Insurance	146,860.78	(24,545.62)	171,406.40
Prepaid Employee Benefits	<u>10,934.20</u>	<u>1,865.37</u>	<u>9,068.83</u>
Total Current Assets	26,197,583.10	2,418,091.39	23,779,491.71
Long-Term Assets			
Buildings - Net	1,158,674.70	(16,013.06)	1,174,687.76
Bus Shelters - Net	1,827,798.69	(30,368.03)	1,858,166.72
Communication Equipment - Net	14,888.95	(496.30)	15,385.25
Computers - Net	0.00	0.00	0.00
Farebox Equipment - Net	0.00	0.00	0.00
Office Furniture & Equipment - Net	2,778.60	(252.58)	3,031.18
Improvements - Net	999,024.68	(16,161.45)	1,015,186.13
Maintenance Equipment - Net	287,748.28	(3,555.22)	291,303.50
Revenue Vehicles - Net	6,628,818.11	(86,980.38)	6,715,798.49
Service Vehicles - Net	55,542.15	(1,704.28)	57,246.43
Projects in Process	1,024,258.21	38,659.07	985,599.14
Land	<u>3,600,255.44</u>	<u>0.00</u>	<u>3,600,255.44</u>
Total Long-Term Assets	15,599,787.81	(116,872.23)	15,716,660.04
Deferred Outflows			
KPERS Deferred Outflows	1,475,012.00	0.00	1,475,012.00
KPERS OPEB Deferred Outflows	95,059.00	0.00	95,059.00
Metro OPEB Deferred Outflows	<u>1,653.00</u>	<u>0.00</u>	<u>1,653.00</u>
Total Deferred Outflows	<u>1,571,724.00</u>	<u>0.00</u>	<u>1,571,724.00</u>
Total Assets and Deferred Outflows	<u>43,369,094.91</u>	<u>2,301,219.16</u>	<u>41,067,875.75</u>
Liabilities and Deferred Inflows			
Current Liabilities			
Accounts Payable	156,697.76	95,921.57	60,776.19
Accrued Payables	312,840.20	17,762.23	295,077.97
Payroll Taxes Payable	3,710.69	1,026.14	2,684.55
Payroll Liabilities Payable	(102.63)	(861.40)	758.77
Unearned Revenue	<u>6,675.00</u>	<u>100.00</u>	<u>6,575.00</u>
Total Current Liabilities	479,821.02	113,948.54	365,872.48
Long-Term Liabilities			
KPERS Pension Liability	3,918,515.00	0.00	3,918,515.00
KPERS OPEB Liability	92,992.00	0.00	92,992.00
Metro OPEB Liability	<u>51,193.00</u>	<u>0.00</u>	<u>51,193.00</u>
Total Long-Term Liabilities	4,062,700.00	0.00	4,062,700.00

Topeka Metropolitan Transit Authority

Balance Sheet

As of June 30, 2024

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	<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Deferred Inflows			
Metro OPEB Deferred Inflows	50,693.00	0.00	50,693.00
KPERS OPEB Deferred Inflows	53,522.00	0.00	53,522.00
KPERS Deferred Inflows	<u>353,420.00</u>	<u>0.00</u>	<u>353,420.00</u>
Total Deferred Inflows	<u>457,635.00</u>	<u>0.00</u>	<u>457,635.00</u>
Total Liabilities and Deferred Inflows	<u>5,000,156.02</u>	<u>113,948.54</u>	<u>4,886,207.48</u>
Fund Balance			
Fund Balance - Non-Designated	7,847,746.40	0.00	7,847,746.40
Fund Balance - Designated	13,171,794.38	0.00	13,171,794.38
Investment in Capital Assets	10,383,931.16	0.00	10,383,931.16
YTD Excess/(Deficit)	<u>6,965,466.95</u>	<u>2,187,270.62</u>	<u>4,778,196.33</u>
Total Fund Balance	<u>38,368,938.89</u>	<u>2,187,270.62</u>	<u>36,181,668.27</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>43,369,094.91</u>	<u>2,301,219.16</u>	<u>41,067,875.75</u>

Topeka Metropolitan Transit Authority
Cash Balances
As of June 30, 2024

		<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Cash Account Balances				
Operating				
Operating Cash	1100	289,485.10	71,588.89	217,896.21
Customer Service Cash	1120	600.00	0.00	600.00
Petty Cash	1140	200.00	0.00	200.00
Cash In Bank - Flex Spending	1150	40,095.82	(5,676.17)	45,771.99
MIP - General	1200	2,141,673.08	1,894,817.52	246,855.56
ST Investment - General Reserve	1230	<u>352,391.98</u>	<u>0.00</u>	<u>352,391.98</u>
Total Operating		2,824,445.98	1,960,730.24	863,715.74
Designated				
Cash - Encumbered Funds	1160	3,611,689.00	0.00	3,611,689.00
ST Investment - Insurance Reserve	1240	500,000.00	0.00	500,000.00
ST Investment - Capital Reserve	1250	<u>18,235,968.75</u>	<u>(229,801.67)</u>	<u>18,465,770.42</u>
Total Designated		<u>22,347,657.75</u>	<u>(229,801.67)</u>	<u>22,577,459.42</u>
Total Cash Account Balances		25,172,103.73	1,730,928.57	23,441,175.16

**Topeka Metropolitan Transit Authority
Organization Overall
From 07/01/2023 through 06/30/2024**

	YTD Actual	Annual Budget	\$ Remaining	% Used	YTD Last Year
Operating Revenue					
Fares	748,243.73	626,280.00	121,963.73	119.47%	763,148.23
Advertising	102,237.20	79,333.36	22,903.84	128.87%	80,839.80
Product Sales	1,397.00	912.00	485.00	153.17%	1,058.00
Other Revenue	<u>7,027.84</u>	<u>6,400.00</u>	<u>627.84</u>	<u>109.81%</u>	<u>12,895.98</u>
Total Operating Revenue	<u>858,905.77</u>	<u>712,925.36</u>	<u>145,980.41</u>	<u>120.48%</u>	<u>857,942.01</u>
Operating Expense					
Salaries and Wages	3,905,365.18	3,865,236.00	(40,129.18)	101.03%	3,539,466.35
Payroll Taxes	447,961.78	474,208.00	26,246.22	94.46%	414,099.15
Paid Time Off	466,468.20	528,527.00	62,058.80	88.25%	465,216.71
Employee Insurance	721,164.88	771,026.00	49,861.12	93.53%	716,274.28
KPERS	407,574.25	414,637.00	7,062.75	98.29%	352,156.11
Other Benefits	16,602.51	35,260.00	18,657.49	47.08%	21,314.14
KPERS Pension Expense	0.00	0.00	0.00	0.00%	40,985.00
Legal Services	1,549.00	1,500.00	(49.00)	103.26%	0.00
Audit Services	16,100.00	15,975.00	(125.00)	100.78%	15,875.00
Maintenance Services	540,131.47	674,058.00	133,926.53	80.13%	359,337.39
Other Services	178,616.85	148,040.00	(30,576.85)	120.65%	238,456.92
Fuel, Lubricants and Tires	558,777.22	725,940.00	167,162.78	76.97%	682,806.52
Maintenance Supplies	358,081.68	380,400.00	22,318.32	94.13%	391,155.24
Other Supplies	231,034.54	324,679.00	93,644.46	71.15%	376,235.87
Utilities and Telephones	150,128.74	167,688.00	17,559.26	89.52%	185,353.31
Casualty Insurance	123,811.04	139,263.00	15,451.96	88.90%	137,234.16
Taxes	56,506.04	39,319.00	(17,187.04)	143.71%	51,966.16
Contracted Lift Service	324,620.00	360,000.00	35,380.00	90.17%	349,404.87
Continuing Education	11,199.20	14,220.00	3,020.80	78.75%	7,561.30
Advertising	11,532.45	20,800.00	9,267.55	55.44%	17,817.40
Equipment Leases	923.03	984.00	60.97	93.80%	984.00
Self-Insurance Payments	2,768.58	60,000.00	57,231.42	4.61%	(8,235.49)
Other Expenses	25,230.93	46,230.00	20,999.07	54.57%	27,063.55
Depreciation	<u>1,682,208.22</u>	<u>1,984,401.96</u>	<u>302,193.74</u>	<u>84.77%</u>	<u>1,864,146.08</u>
Total Operating Expense	<u>10,238,355.79</u>	<u>11,192,391.96</u>	<u>954,036.17</u>	<u>91.48%</u>	<u>10,246,674.02</u>
Operating Excess/(Deficit)	<u>(9,379,450.02)</u>	<u>(10,479,466.60)</u>	<u>1,100,016.58</u>	<u>89.50%</u>	<u>(9,388,732.01)</u>
Non-Operating Revenue					
Mill Levy	6,628,581.08	6,319,144.00	309,437.08	104.89%	5,745,835.53
Federal Operating Funds	2,701,863.00	2,900,000.00	(198,137.00)	93.16%	2,845,370.00
State Operating Funds	807,433.00	807,433.00	0.00	100.00%	843,589.00
MTPO & JEDO Grants	21,528.76	51,900.00	(30,371.24)	41.48%	53,253.26
Interest Earned	766,364.41	360,000.00	406,364.41	212.87%	447,381.34
Gain/(Loss) on Disposal	<u>75,295.00</u>	<u>0.00</u>	<u>75,295.00</u>	<u>0.00%</u>	<u>7,200.00</u>
Total Non-Operating Revenue	<u>11,001,065.25</u>	<u>10,438,477.00</u>	<u>562,588.25</u>	<u>105.39%</u>	<u>9,942,629.13</u>
Net Excess/(Deficit)	<u>1,621,615.23</u>	<u>(40,989.60)</u>	<u>1,662,604.83</u>	<u>(3,956.16)%</u>	<u>553,897.12</u>
Capital Items					
Capital Grants	5,343,851.72	0.00	5,343,851.72	0.00%	148,989.16
Total Capital Items	<u>5,343,851.72</u>	<u>0.00</u>	<u>5,343,851.72</u>	<u>0.00%</u>	<u>148,989.16</u>
Change in Net Assets	<u>6,965,466.95</u>	<u>(40,989.60)</u>	<u>7,006,456.55</u>	<u>(16,993.25)%</u>	<u>702,886.28</u>

Grant Status
Board Meeting
July 22, 2024

Grant	Project	Grant Amount	Amount Remaining	Status
FTA 5307	Bus Stops Phase 9 and Bike Stations Shifted remaining funds of \$116,155 to purchase a back-up generator at QSS which was approved by the FTA on 2/28/24.	\$739,634	\$116,155	Drew funds for bike racks in inventory for \$9,135 on 2/24.
FTA Low-No	Electric Bus Purchase (3)	\$1,737,825	\$1,737,825	Grant is open.
FTA Low-No 2023	Electric Bus Purchase (4) Electric Van Purchase (7) Charging Infrastructure, Contingency, Training	\$7,305,526	\$7,305,526	Grant is open.
FTA 5339	Buses, Signs, Radios, Redundancy Shifted remaining funds of \$532,508 from redundancy, radios, & bus signage to the purchase of 6 additional diesel buses. Budget Revision was approved by the FTA on 12/1/23.	\$4,987,500	\$115,017	Redundancy project in progress. Received funds for 6 diesel buses for \$3,194,380 on 2/27.
FTA 5307	FY2022 Operating Funding	\$2,992,021	\$1,303,811	Grant is open. Received funds for Jan-Mar for \$477,374 on 5/3.
FTA 5307	FY2023 Operating Funding	\$3,055,486	\$2,934,577	Grant is open. Received funds for Jan-Mar for \$120,909 on 5/3.
FTA 5307	FY2024 Operating Funding	\$2,940,580	\$2,940,580	Grant is open.
KDOT PT-0726	FY2024 Operating Funding	\$807,433	\$0	Grant is open. Requested funds for Oct-Dec for \$331,430 on 2/1.
KDOT PT-0726	FY2025 Operating Funding	\$802,544	\$802,544	Grant is open.
KDOT 5339-21	Bus Stops Phase 10, Security Barriers, Maintenance & Security Equipment	\$1,304,840	\$791,176	Second draw for \$314,538.80 and third draw for \$58,717.74 received on 1/30/24.
KDOT Access	Bus Stops and Sidewalks	\$177,725	\$177,725	

Procurement Calendar
Board Meeting
For Calendar Year 2024
July 22, 2024

Received Notice To Proceed
ADA Sidewalk Improvements - \$222,156

January 16 – None

February 20 – None

March 18 – at board meeting

- a. Award the Bus Technology RFP Contract (complete)
- b. Approve the QSS Back-Up Generator RFB (complete)

April 15 – None

May 20 – at board meeting

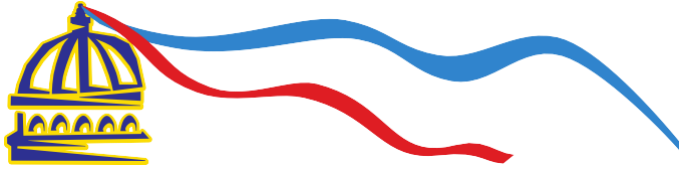
- a. Award the Environmental Services RFB Contract (complete)
- b. Award the QSS Back-Up Generator RFB Contract (complete)

June 17 – at board meeting

- a. Approve the Asphalt Paving Project RFB (complete)

July 22 – at board meeting

- a. Approve the QSS HVAC System and HVAC Controls Projects RFBs



TOPEKA METROPOLITAN TRANSIT AUTHORITY

Board of Directors Meeting – Agenda Item

ITEM	Post the HVAC System and HVAC Controls Upgrades RFBs
CONTACT	Richard Appelhanz
RECOMMENDATION	Approve
SUMMARY	The HVAC System and HVAC Controls for the Quincy Street Station Building are both in need of upgrades due to the age of each system. Both were installed in 2003 and have exceeded their useful lives. We will put each project out to bid separately in an effort to encourage more bids and more bidder competition.
FISCAL IMPACT (Current and Future)	The engineer's estimates from Scott McKinley at Pearson Kent McKinley RAAF Engineers, P.A. are \$160,000 for the HVAC System upgrade and \$195,000 for the HVAC Controls upgrade. There are \$115,017 in grant funds to cover these projects.
PRIORITY/GOAL	These projects are a priority as we have dealt with and continue to deal with HVAC and HVAC Controls parts failures. The existing equipment is obsolete and harder to obtain replacements parts for.
ATTACHMENTS	None.