

TOPEKA METROPOLITAN TRANSIT AUTHORITY

Board of Directors Meeting – Agenda Item

ITEM	July 2025 Finance Report
CONTACT	Richard Appelhanz
RECOMMENDATION	Approve
SUMMARY	Review July Financial Statements
FISCAL IMPACT (Current and Future)	N/A
PRIORITY/GOAL	N/A
ATTACHMENTS	Yes

Topeka Metropolitan Transit Authority

Balance Sheet

As of July 31, 2025

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	This Month	Net Changes	Last Month
Assets and Deferred Outflows			
Current Assets			
Cash - Operating	1,861,150.16	(885,275.08)	2,746,425.24
Cash - Encumbered Funds	2,213,239.00	0.00	2,213,239.00
Cash - Designated	22,968,796.95	(129,445.40)	23,098,242.35
Accounts Receivable	618,651.42	(29,835.60)	648,487.02
Fuel Inventory	57,573.64	(2,534.71)	60,108.35
Prepaid Expenses	116,735.46	15,642.53	101,092.93
Prepaid Insurance	135,773.78	(23,077.49)	158,851.27
Prepaid Employee Benefits	10,480.53	2,584.65	7,895.88
Total Current Assets	27,982,400.94	(1,051,941.10)	29,034,342.04
Long-Term Assets			
Buildings - Net	950,504.92	(16,013.06)	966,517.98
Bus Shelters - Net	1,453,221.33	(28,056.53)	1,481,277.86
Communication Equipment - Net	8,437.05	(496.30)	8,933.35
Computers - Net	0.00	0.00	0.00
Farebox Equipment - Net	0.00	0.00	0.00
Office Furniture & Equipment - Net	0.10	0.00	0.10
Improvements - Net	2,551,614.32	(32,918.58)	2,584,532.90
Maintenance Equipment - Net	258,512.46	(3,888.21)	262,400.67
Revenue Vehicles - Net	6,163,897.77	(102,464.66)	6,266,362.43
Service Vehicles - Net	70,758.86	(896.97)	71,655.83
Projects in Process	207,493.37	0.00	207,493.37
Land	3,600,255.44	0.00	3,600,255.44
Total Long-Term Assets	15,264,695.62	(184,734.31)	15,449,429.93
Deferred Outflows			
KPERS Deferred Outflows	1,137,166.00	0.00	1,137,166.00
KPERS OPEB Deferred Outflows	55,675.00	0.00	55,675.00
Metro OPEB Deferred Outflows	2,055.00	0.00	2,055.00
Total Deferred Outflows	1,194,896.00	0.00	1,194,896.00
Total Assets and Deferred Outflows	44,441,992.56	(1,236,675.41)	45,678,667.97
Liabilities and Deferred Inflows			
Current Liabilities			
Accounts Payable	22,725.21	(243,993.80)	266,719.01
Accrued Payables	427,478.48	58,346.44	369,132.04
Payroll Taxes Payable	472.95	(920.91)	1,393.86
Payroll Liabilities Payable	(1,226.69)	(232.10)	(994.59)
Unearned Revenue	6,825.00	(8,774.49)	15,599.49
Other Current Liabilities	160,000.00	0.00	160,000.00
Total Current Liabilities	616,274.95	(195,574.86)	811,849.81

Topeka Metropolitan Transit Authority**Balance Sheet****As of July 31, 2025****Page 2**

	<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Long-Term Liabilities			
KPERS Pension Liability	3,781,044.00	0.00	3,781,044.00
KPERS OPEB Liability	91,557.00	0.00	91,557.00
Metro OPEB Liability	53,916.00	0.00	53,916.00
Total Long-Term Liabilities	3,926,517.00	0.00	3,926,517.00
Deferred Inflows			
Metro OPEB Deferred Inflows	28,649.00	0.00	28,649.00
KPERS OPEB Deferred Inflows	54,095.00	0.00	54,095.00
KPERS Deferred Inflows	342,560.00	0.00	342,560.00
Total Deferred Inflows	425,304.00	0.00	425,304.00
Total Liabilities and Deferred Inflows	4,968,095.95	(195,574.86)	5,163,670.81
Fund Balance			
Fund Balance - Non-Designated	(2,451,827.01)	(3,201,342.17)	749,515.16
Fund Balance - Designated	25,311,481.35	2,739,101.51	22,572,379.84
Investment in Capital Assets	15,455,224.43	462,240.66	14,992,983.77
YTD Excess/(Deficit)	1,159,017.84	(1,041,100.55)	2,200,118.39
Total Fund Balance	39,473,896.61	(1,041,100.55)	40,514,997.16
Total Liabilities, Deferred Inflows and Fund Balance	44,441,992.56	(1,236,675.41)	45,678,667.97

Topeka Metropolitan Transit Authority
Cash Balances
As of July 31, 2025

		<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Cash Account Balances				
Operating				
Operating Cash	1100	110,719.07	36,116.90	74,602.17
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	39,276.65	(6,865.03)	46,141.68
MIP - General	1200	1,357,962.46	(914,526.95)	2,272,489.41
ST Investment - General Reserve	1230	352,391.98	0.00	352,391.98
Total Operating		1,861,150.16	(885,275.08)	2,746,425.24
Designated				
Cash - Encumbered Funds	1160	2,213,239.00	0.00	2,213,239.00
ST Investment - Insurance Reserve	1240	500,000.00	0.00	500,000.00
ST Investment - Capital Reserve	1250	22,468,796.95	(129,445.40)	22,598,242.35
Total Designated		25,182,035.95	(129,445.40)	25,311,481.35
Total Cash Account Balances		27,043,186.11	(1,014,720.48)	28,057,906.59

Topeka Metropolitan Transit Authority
Organization Overall
From 07/01/2025 through 07/31/2025

	YTD Actual	Annual Budget	\$ Remaining	% Used	YTD Last Year
Operating Revenue					
Fares	62,319.78	693,480.00	(631,160.22)	8.98%	72,532.72
Advertising	0.00	84,166.00	(84,166.00)	0.00%	6,552.00
Product Sales	120.00	1,080.00	(960.00)	11.11%	150.00
Other Revenue	1,057.04	6,400.00	(5,342.96)	16.51%	1,437.99
Total Operating Revenue	63,496.82	785,126.00	(721,629.18)	8.09%	80,672.71
Operating Expense					
Salaries and Wages	367,215.89	4,535,916.00	4,168,700.11	8.09%	331,064.59
Payroll Taxes	39,459.18	551,573.00	512,113.82	7.15%	40,130.38
Paid Time Off	52,487.16	617,828.00	565,340.84	8.49%	55,729.83
Employee Insurance	66,710.67	881,592.35	814,881.68	7.56%	63,026.61
KPERs	44,888.16	550,942.00	506,053.84	8.14%	40,074.99
Other Benefits	1,145.68	38,295.00	37,149.32	2.99%	1,086.30
Legal Services	1,530.00	33,000.00	31,470.00	4.63%	0.00
Audit Services	0.00	29,050.00	29,050.00	0.00%	0.00
Maintenance Services	40,852.65	473,969.00	433,116.35	8.61%	256,222.71
Other Services	11,123.95	157,489.00	146,365.05	7.06%	17,327.01
Fuel, Lubricants and Tires	67,595.64	738,060.00	670,464.36	9.15%	28,431.43
Maintenance Supplies	21,745.77	397,200.00	375,454.23	5.47%	19,560.58
Other Supplies	20,529.82	319,412.00	298,882.18	6.42%	26,314.96
Utilities and Telephones	5,549.40	177,782.00	172,232.60	3.12%	12,011.22
Casualty Insurance	15,324.24	165,465.00	150,140.76	9.26%	13,961.21
Taxes	6,034.05	55,584.00	49,549.95	10.85%	4,016.37
Contracted Lift Service	34,135.00	420,000.00	385,865.00	8.12%	25,084.00
Continuing Education	0.00	16,020.00	16,020.00	0.00%	0.00
Advertising	500.00	11,700.00	11,200.00	4.27%	333.00
Equipment Leases	0.00	840.00	840.00	0.00%	0.00
Self-Insurance Payments	0.00	60,000.00	60,000.00	0.00%	3,406.53
Other Expenses	4,063.45	47,610.00	43,546.55	8.53%	1,450.00
Depreciation	184,734.31	2,176,890.00	1,992,155.69	8.48%	157,612.01
Total Operating Expense	985,625.02	12,456,217.35	11,470,592.33	7.91%	1,096,843.73
Operating Excess/(Deficit)	(922,128.20)	(11,671,091.35)	10,748,963.15	7.90%	(1,016,171.02)
Non-Operating Revenue					
Mill Levy	0.00	7,075,072.00	(7,075,072.00)	0.00%	0.00
Federal Operating Funds	0.00	2,900,000.00	(2,900,000.00)	0.00%	0.00
State Operating Funds	0.00	685,080.00	(685,080.00)	0.00%	0.00
MTPO & JEDO Grants	0.00	50,957.00	(50,957.00)	0.00%	0.00
Interest Earned	(118,972.35)	876,000.00	(994,972.35)	(13.58)%	(213,878.33)
Total Non-Operating Revenue	(118,972.35)	11,587,109.00	(11,706,081.35)	(1.03)%	(213,878.33)
Net Excess/(Deficit)	(1,041,100.55)	(83,982.35)	(957,118.20)	1,239.66%	(1,230,049.35)
Change in Net Assets	(1,041,100.55)	(83,982.35)	(957,118.20)	1,239.66%	(1,230,049.35)

Grant Status
Board Meeting
August 18, 2025

Grant	Project	Grant Amount	Amount Remaining	Status
FTA 5307	Bus Stops Phase 9 and Bike Stations	\$739,634	\$0	Drew funds for back-up generator for \$116,155 on 5/19.
FTA Low-No	Electric Bus Purchase (3) Budget revision submitted on 2/27/25 to extend the period of performance end date to 12/31/27 and to remove Proterra from the grant was approved on 3/6/25.	\$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	\$6,673,767	Grant is open. Drew funds for 7 electric vans for \$631,759 on 2/19/25.
FTA 5339	Buses, Signs, Radios, Redundancy	\$4,987,500	\$0	Drew funds for HVAC equipment and controls for \$115,017 on 5/19.
FTA 5307	FY2022 Operating Funding	\$2,992,021	\$0	Grant is open. Received funds for Jan-Mar 25 for \$86,011 on 5/2.
FTA 5307	FY2023 Operating Funding	\$3,055,486	\$1,270,077	Grant is open. Received funds for Apr-Jun 25 for \$275,810 on 8/5.
FTA 5307	FY2024 Operating Funding	\$2,940,580	\$2,354,428	Grant is open. Received funds for Apr-Jun 25 for \$327,634 on 8/5.
FTA 5307	FY25 Operating Funding	\$2,998,704		Grant has been apportioned. We will wait until the Spring of 2026 to apply, per the FTA, as we are still using FY23 and FY24 funding.
KDOT PT-0726	FY2026 Operating Funding	\$685,080	\$685,080	Grant is open.
KDOT 5339-21	Bus Stops Phase 10, Security Barriers, Maintenance & Security Equipment	\$1,304,840	\$760,202	Grant is open. Received fourth draw for \$30,974.36 on 10/22.
KDOT Access	Bus Stops and Sidewalks	\$177,725	\$177,725	

Procurement Calendar
Board Meeting
For Calendar Year 2025
August 18, 2025

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

January 21 – at board meeting

- a. Award the Electric Van Charging Infrastructure and Installation RFB Contract (complete)
- b. Provide update to QSS Back-Up Generator project regarding screen and privacy fencing. (complete)

February 18 – at board meeting

- a. Approve the Demand Response Service RFP (complete)

March 17 – at board meeting

- a. Award the Uniform and Linen Services RFB Contract (complete)
- b. Award the Maintenance Facility Roof Replacement RFB Contract (complete)

April 21 – None

May 19 – at board meeting

- a. Award the Transit Bus and Van Tire Lease RFB Contract (complete)
- b. Award the Audit Services RFB Contract (complete)

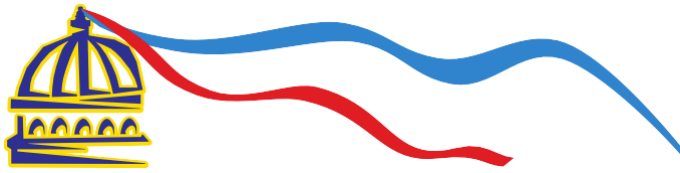
June 23 – at board meeting

- a. Award the Demand Response Service RFP Contract (complete)
- b. Approve the Janitorial Services RFB (complete)

July 21 – None

August 18 – at board meeting

- c. Approve the Courier Service RFB



TOPEKA METROPOLITAN TRANSIT AUTHORITY

Board of Directors Meeting – Agenda Item

ITEM	Post the Courier Service RFB
CONTACT	Richard Appelhanz
RECOMMENDATION	Approve
SUMMARY	Provide daily and weekly courier services for daily deposits from our Quincy Street Station and weekly deposits from Administration to our bank.
FISCAL IMPACT (Current and Future)	We currently pay \$662.00 per month for the same service.
PRIORITY/GOAL	This project has a high priority due to safety and security.
ATTACHMENTS	None