



## TOPEKA METROPOLITAN TRANSIT AUTHORITY

### Board of Directors Meeting – Agenda Item

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

**Topeka Metropolitan Transit Authority**

**Balance Sheet**

**As of May 31, 2024**

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	This Month	Net Changes	Last Month
<b>Assets and Deferred Outflows</b>			
<b>Current Assets</b>			
Cash - Operating	863,715.74	(565,130.02)	1,428,845.76
Cash - Encumbered Funds	3,611,689.00	0.00	3,611,689.00
Cash - Designated	18,965,770.42	499,301.75	18,466,468.67
Accounts Receivable	25,067.95	(1,547.72)	26,615.67
Fuel Inventory	60,480.57	(3,415.46)	63,896.03
Prepaid Expenses	72,292.80	(15,086.53)	87,379.33
Prepaid Insurance	171,406.40	(35,914.22)	207,320.62
Prepaid Employee Benefits	<u>9,068.83</u>	<u>(943.74)</u>	<u>10,012.57</u>
<b>Total Current Assets</b>	<b>23,779,491.71</b>	<b>(122,735.94)</b>	<b>23,902,227.65</b>
<b>Long-Term Assets</b>			
Buildings - Net	1,174,687.76	(16,013.06)	1,190,700.82
Bus Shelters - Net	1,858,166.72	(30,334.96)	1,888,501.68
Communication Equipment - Net	15,385.25	(496.30)	15,881.55
Computers - Net	0.00	0.00	0.00
Farebox Equipment - Net	0.00	0.00	0.00
Office Furniture & Equipment - Net	3,031.18	(252.58)	3,283.76
Improvements - Net	1,015,186.13	(16,161.45)	1,031,347.58
Maintenance Equipment - Net	291,303.50	(3,555.22)	294,858.72
Revenue Vehicles - Net	6,715,798.49	(86,980.38)	6,802,778.87
Service Vehicles - Net	57,246.43	(2,121.00)	59,367.43
Projects in Process	985,599.14	0.00	985,599.14
Land	<u>3,600,255.44</u>	<u>0.00</u>	<u>3,600,255.44</u>
<b>Total Long-Term Assets</b>	<b>15,716,660.04</b>	<b>(155,914.95)</b>	<b>15,872,574.99</b>
<b>Deferred Outflows</b>			
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>
<b>Total Deferred Outflows</b>	<b><u>1,571,724.00</u></b>	<b><u>0.00</u></b>	<b><u>1,571,724.00</u></b>
<b>Total Assets and Deferred Outflows</b>	<b><u>41,067,875.75</u></b>	<b><u>(278,650.89)</u></b>	<b><u>41,346,526.64</u></b>
<b>Liabilities and Deferred Inflows</b>			
<b>Current Liabilities</b>			
Accounts Payable	60,776.19	(32,364.19)	93,140.38
Accrued Payables	295,077.97	(154,708.60)	449,786.57
Payroll Taxes Payable	2,684.55	1,578.56	1,105.99
Payroll Liabilities Payable	758.77	1,559.43	(800.66)
Unearned Revenue	<u>6,575.00</u>	<u>(150.00)</u>	<u>6,725.00</u>
<b>Total Current Liabilities</b>	<b>365,872.48</b>	<b>(184,084.80)</b>	<b>549,957.28</b>
<b>Long-Term Liabilities</b>			
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>
<b>Total Long-Term Liabilities</b>	<b>4,062,700.00</b>	<b>0.00</b>	<b>4,062,700.00</b>

**Topeka Metropolitan Transit Authority**

**Balance Sheet**

**As of May 31, 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>4,886,207.48</u>	<u>(184,084.80)</u>	<u>5,070,292.28</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>4,778,196.33</u>	<u>(94,566.09)</u>	<u>4,872,762.42</u>
Total Fund Balance	<u>36,181,668.27</u>	<u>(94,566.09)</u>	<u>36,276,234.36</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>41,067,875.75</u>	<u>(278,650.89)</u>	<u>41,346,526.64</u>

**Topeka Metropolitan Transit Authority**  
**Cash Balances**  
**As of May 31, 2024**

		<u>This Month</u>	<u>Net Changes</u>	<u>Last Month</u>
Cash Account Balances				
Operating				
Operating Cash	1100	217,896.21	(311,828.68)	529,724.89
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	45,771.99	(4,772.46)	50,544.45
MIP - General	1200	246,855.56	(248,528.88)	495,384.44
ST Investment - General Reserve	1230	<u>352,391.98</u>	<u>0.00</u>	<u>352,391.98</u>
Total Operating		863,715.74	(565,130.02)	1,428,845.76
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>18,465,770.42</u>	<u>499,301.75</u>	<u>17,966,468.67</u>
Total Designated		<u>22,577,459.42</u>	<u>499,301.75</u>	<u>22,078,157.67</u>
Total Cash Account Balances		23,441,175.16	(65,828.27)	23,507,003.43

**Topeka Metropolitan Transit Authority**  
**Organization Overall**  
**From 07/01/2023 through 05/31/2024**

	YTD Actual	Annual Budget	\$ Remaining	% Used	YTD Last Year
<b>Operating Revenue</b>					
Fares	684,372.10	626,280.00	58,092.10	109.27%	708,077.66
Advertising	94,281.20	79,333.36	14,947.84	118.84%	74,584.20
Product Sales	1,334.00	912.00	422.00	146.27%	945.00
Other Revenue	<u>7,024.99</u>	<u>6,400.00</u>	<u>624.99</u>	<u>109.76%</u>	<u>12,359.18</u>
Total Operating Revenue	<u>787,012.29</u>	<u>712,925.36</u>	<u>74,086.93</u>	<u>110.39%</u>	<u>795,966.04</u>
<b>Operating Expense</b>					
Salaries and Wages	3,599,478.42	3,865,236.00	265,757.58	93.12%	3,246,579.16
Payroll Taxes	402,107.44	474,208.00	72,100.56	84.79%	380,856.01
Paid Time Off	426,200.15	528,527.00	102,326.85	80.63%	423,752.37
Employee Insurance	654,101.22	771,026.00	116,924.78	84.83%	679,766.95
KPERS	375,141.38	414,637.00	39,495.62	90.47%	358,730.68
Other Benefits	12,204.76	35,260.00	23,055.24	34.61%	12,843.60
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	368,685.83	674,058.00	305,372.17	54.69%	296,548.94
Other Services	155,821.38	148,040.00	(7,781.38)	105.25%	198,742.99
Fuel, Lubricants and Tires	500,717.01	725,940.00	225,222.99	68.97%	619,681.01
Maintenance Supplies	326,389.89	380,400.00	54,010.11	85.80%	358,595.96
Other Supplies	206,423.32	324,679.00	118,255.68	63.57%	303,417.10
Utilities and Telephones	137,416.40	167,688.00	30,271.60	81.94%	167,355.16
Casualty Insurance	109,773.14	139,263.00	29,489.86	78.82%	124,485.43
Taxes	50,032.14	39,319.00	(10,713.14)	127.24%	45,901.88
Contracted Lift Service	302,210.50	360,000.00	57,789.50	83.94%	319,747.37
Continuing Education	9,920.44	14,220.00	4,299.56	69.76%	5,545.26
Advertising	10,867.45	20,800.00	9,932.55	52.24%	16,127.64
Equipment Leases	923.03	984.00	60.97	93.80%	984.00
Self-Insurance Payments	2,518.17	60,000.00	57,481.83	4.19%	10,632.63
Other Expenses	23,459.09	46,230.00	22,770.91	50.74%	23,051.91
Depreciation	<u>1,526,676.92</u>	<u>1,984,401.96</u>	<u>457,725.04</u>	<u>76.93%</u>	<u>1,738,486.70</u>
Total Operating Expense	<u>9,218,717.08</u>	<u>11,192,391.96</u>	<u>1,973,674.88</u>	<u>82.37%</u>	<u>9,347,707.75</u>
Operating Excess/(Deficit)	<u>(8,431,704.79)</u>	<u>(10,479,466.60)</u>	<u>2,047,761.81</u>	<u>80.45%</u>	<u>(8,551,741.71)</u>
<b>Non-Operating Revenue</b>					
Mill Levy	4,186,904.98	6,319,144.00	(2,132,239.02)	66.25%	3,644,318.53
Federal Operating Funds	2,031,863.00	2,900,000.00	(868,137.00)	70.06%	2,154,238.00
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%	35,500.82
Interest Earned	743,024.66	360,000.00	383,024.66	206.39%	267,222.49
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>7,866,049.40</u>	<u>10,438,477.00</u>	<u>(2,572,427.60)</u>	<u>75.36%</u>	<u>6,952,068.84</u>
Net Excess/(Deficit)	<u>(565,655.39)</u>	<u>(40,989.60)</u>	<u>(524,665.79)</u>	<u>1,379.99%</u>	<u>(1,599,672.87)</u>
<b>Capital Items</b>					
Capital Grants	<u>5,343,851.72</u>	<u>0.00</u>	<u>5,343,851.72</u>	<u>0.00%</u>	<u>157,126.70</u>
Total Capital Items	<u>5,343,851.72</u>	<u>0.00</u>	<u>5,343,851.72</u>	<u>0.00%</u>	<u>157,126.70</u>
Change in Net Assets	<u>4,778,196.33</u>	<u>(40,989.60)</u>	<u>4,819,185.93</u>	<u>(11,657.09)%</u>	<u>(1,442,546.17)</u>

Grant Status  
Board Meeting  
June 17, 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 application Submitted in KDOT BlackCat System.
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  
June 17, 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. Approved the Asphalt Paving Project RFB