



Lehigh and Northampton Transportation Authority
1060 Lehigh Street, Allentown, PA 18103
Phone: 610-435-4517

LANTA Board of Directors Meeting Minutes

June 8, 2021

Meeting held by Zoom Webinar / Teleconference

Members Attending (all via Webinar/Teleconference): Kim Schaffer – Chair of the Authority; Matt Malozi – Vice Chair of the Authority; Fred Williams – Treasurer of the Authority; Becky Bradley – Secretary of the Authority; Cordelia Miller; Iris Linares; Mike Lichtenberger; Sheila Alvarado; and Kevin Lynn.

Staff/Contractors Attending (all by Webinar/Teleconference): O. O’Neil, N. Ozoa, J. Ozoa, B. Cotter, R. Flyte, J. Polster-Abel, Ja. Ozoa - LANTA Staff; K. Herman – Solicitor.

Members Absent: Holly Edinger; Jennifer Ramos; and Amy Beck.

Public Attending (all by Webinar/Teleconference): None

1. Call to Order

The meeting was called to order at 12:01 p.m. by Kim Schaffer, Chair of the Authority.

Mr. O’Neil provided these introductory remarks:

In accordance with Act 15 of 2020, and the continued federal and state guidance to take measures to mitigate the spread of COVID-19, the Lehigh and Northampton Transportation Authority Board of Directors is holding this previously scheduled regular public meeting virtually via Zoom video conferencing.

Instructions and the link to attend this meeting were posted on the LANTA website at lantabus.com as were the meeting agenda and materials. This meeting was part of the meeting schedule for January through June of 2021 which was published in the Morning Call on Friday November 27, 2020.

During the public comment time of this meeting, members of the public who have joined the meeting through zoom may request to speak by clicking raise hand. They will then be

called on to offer their comments. Please keep your comments to five minutes or less. If you make public comment at today's meeting, we ask that you also call 610-253-8333 or email customerservice@lantabus.com to provide your contact information so we may follow up with you. You may also post written comments on matters before the board using the Zoom chat function throughout the meeting. Depending on the device you are using, the chat icon may appear at the top, bottom, or side of your screen. We will ask if there is any comment or question from those in attendance at today's meeting before each vote on matters before the board. Comments received will be read aloud by the meeting organizer. We ask that any member of the public submitting comments also provide their first and last name so that it may be reflected in the meeting minutes. For anyone joining the meeting by telephone only or those who could not attend, you may submit written or oral comments or questions by telephone at 610-253-8333, by email at customerservice@lantabus.com or by mail at 1060 Lehigh Street, Allentown, PA 18103. Any comments received in this form prior to Friday June 11 will be included in the minutes of the meeting.

We appreciate everyone's flexibility and understanding as LANTA conducts this virtual meeting.

Mr. O'Neil then concluded his introductory remarks.

2. Public Comment

None.

3. Approval of the Minutes

The minutes of the May 11, 2021 Board of Directors meeting were approved on a motion made by Ms. Linares and seconded by Ms. Alvarado.

4. Report of the Chair

As part of the Report of the Chair, Ms. Schaffer presented the recommendations of the Fiscal Year 2022 Board Officers Nominating Committee which included Holly Edinger, Cordelia Miller, Iris Linares, and Sheila Alvarado. The nominating committee has recommended the renomination of the current slate of officers including Kim Schaffer as Chair, Matt Malozi as Vice Chair, Fred Williams as Treasurer, and Becky Bradley as Secretary.

This slate, as well as any nominations from the floor, will then be considered at the Board of Directors meeting on July 13.

Ms. Schaffer also announced that the July 13 meeting of the LANTA Board of Directors will be a virtual meeting and will not include the annual luncheon as is past tradition. A luncheon event may be held at a date to be determined later in the year.

Lastly, Ms. Schaffer also announced that the Board officers had developed a proposed plan for the return to in-person meetings of the Board and Board Committees. The plan would be to resume in-person meetings beginning with the August 2021 Board and Committee meetings. An option to join the meetings remotely will still be made available. Until further notice, all meetings will be held at 1060 Lehigh Street to allow for the use of the large conference room and better opportunity for attendees to distance themselves from one another. In addition, masks will be required of all attendees, regardless of vaccination status, as long as the USDOT federal mask mandate regarding public transportation is still in effect. The members of the Board present were in agreement with the proposed plan for the resumption of in-person meetings.

Ms. Schaffer then concluded the Report of the Chair.

5. Report of the Committees

- A. Finance & Administration Committee – Mr. Williams reported that the Finance & Administration Committee met in Executive Session on May 12 through an online format to discuss private personnel matters. The minutes of the meeting were distributed to all members.

On a motion made by Mr. Williams and seconded by Mr. Malozi, the Board voted to ratify the actions taken by the Committee in the May 12 Executive Session.

The Finance & Administration Committee also met in open session through an online format on Tuesday June 1. As part of the agenda, staff presented the financial statements for the LANtaBus, LANtaVan, and Carbon County Community Transit operating divisions for April 2021, subject to audit, which are attached. The meeting included a detailed presentation and discussion of the financial statements.

On a motion made by Mr. Williams and seconded by Ms. Alvarado, the Board voted to approve the LANtaBus, LANtaVan, and Carbon County Community Transit financial statements for April 2021, subject to audit.

Under procurements, staff presented an extension recommendation for the Purchasing Agreement with Petroleum Traders, Inc. for the purchase of diesel fuel.

On a motion made by Mr. Williams and seconded by Ms. Linares, the Board voted to approve a one-year extension of the purchase agreement with Petroleum Traders, Inc. of Fort Wayne, IN.

Staff presented the draft fiscal year 2022 operating budgets for the LANtaBus, LANtaVan, and Carbon Transit divisions for final approval. The proposed budgets have been available for public comment since April 16 and a public hearing was held on May 21, 2021. A summary of the public notice provided and comments received is attached. Based on the results of the public comment period, no changes are proposed to the budgets.

On a motion made by Mr. Williams and seconded by Ms. Miller, the Board voted in favor of final approval of the Fiscal Year 2022 LANTA operating budgets as presented.

Staff also presented the draft Federal Fiscal Year 2022 capital budget for LANTA for final approval. The proposed program has been available for public comment since April 16 and a public hearing was held on May 21, 2021. A summary of the public notice provided and comments received is attached. Based on the results of the public comment period, no changes are proposed to the program of projects as presented.

On a motion made by Mr. Williams and seconded by Mr. Lichtenberger, the Board voted in favor of final approval of the Federal Fiscal Year 2022 LANTA Capital Budget as presented.

Staff also presented the resolutions required to submit to PennDOT as part of the annual grant approval process. The four required resolutions are attached.

On a motion made by Mr. Williams and seconded by Mr. Malozi, the Board voted to authorize one of the Board officers to sign the resolutions as presented and to authorize staff to submit the resolutions as part of the PennDOT grant process.

Lastly, staff presented a six-month extension of the administrative services contract between LANTA and Carbon County for the administration of the Carbon Transit system. The proposed extension amendment has been reviewed by LANTA's Solicitor and is attached. The six-month extension will allow time for LANTA and Carbon County to negotiate a more permanent administrative arrangement.

On a motion made by Mr. Williams and seconded by Ms. Linares, the Board voted to approve the six-month extension of the administrative services contract with Carbon County as presented.

Mr. Williams then concluded his report.

- B. LANTaBus Rider Experience & Planning Committee – Mr. Malozi, Chair of the LANTaBus Rider Experience & Planning Committee, reported that the Committee did not meet in June and the next meeting of the Committee is scheduled for Tuesday August 10.
- C. Capital Asset Management Committee – Ms. Bradley, Chair of the Capital Asset Management Committee, reported that the Committee did not meet in June and the next meeting of the Committee is scheduled for Tuesday September 7.
- D. LANTaVan & Accessibility Committee – Ms. Miller, Chair of the LANTaVan & Accessibility Committee, reported that the LANTaVan & Accessibility Committee met that morning prior to the Board meeting through an online format.

The agenda included an opportunity for public comment as well as an update on comments received at the March meeting of the Committee. The summary of the follow up is attached.

The agenda also included a review of the LANTaVan Dashboard report for the third quarter of fiscal year 2021 which covered January 1, 2021 through March 31, 2021. The report is attached. The report shows that ridership was down year-to-date through three quarters of fiscal year 2021 compared to the same period in fiscal year 2020 by approximately 57 percent primarily due to ridership loss from the COVID 19 outbreak. Other key items from the report include the fact that average length of trips in terms of miles and hours are within target levels; 95% of trips were completed in under 90

minutes; and 87% of ADA trips were within the fixed route equivalent and 100% were completed within 15 minutes of the fixed route equivalent.

During the quarter, the percentage of trips that were in the on-time window or earlier was 93%, which is above target.

The dashboard also provided data regarding the number and nature of complaints processed regarding LANTaVan service as well as ADA related complaints on the LANTaBus system.

Also as part of the agenda, staff provided updates on various initiatives. Staff reported that LANTA has been working with PennDOT on an online application for LANTaVan services. The online application is currently available through LANTA's website.

Staff also provided an update on the move to the new Bethlehem Rider Resources Center in downtown Bethlehem; the results of monthly calls being conducted with Pennsylvania Department of Human Services regarding the MATP program; as well as efforts between LANTA and Easton Coach staff to optimize LANTaVan run schedules.

Ms. Miller then concluded her report.

6. Other Items

Mr. Lynn suggested the need for fixed route service along Airport Road between Hanover Avenue and Catasauqua Road, and suggested that bus service should be restored to an on-property bus stop location at the Westgate Mall with the completion of the Weis Market.

7. Adjournment

The meeting was adjourned at 12:26 p.m.

Respectfully Submitted



Becky Bradley
Secretary

7/13/2021

Date



Lehigh and Northampton Transportation Authority

**LANTA Board Meeting
Agenda
June 8, 2021**

1. Call to Order
 2. Public Comment
 3. Approval of the Minutes – May 11, 2021 Board Meeting
 4. Report of the Chair
 - A. Recommendations of Board Officers Nominating Committee
 5. Report of Committees
 - A. Finance & Administration – Fred Williams
 - i. Items for consideration of approval:
 - ii. Financial Statements April 2021
 - iii. Optional Extension Year Purchase Agreement – Petroleum Traders
 - iv. LANtaBus, LANtaVan, CCCT FY 2022 Operating Budgets
 - v. LANTA FFY 2022 Capital Budget – Program of Projects
 - vi. Required PennDOT Grant Resolutions
 - vii. Carbon County Administrative Service Contract Extension
 - B. LANtaBus Rider Experience & Planning Committee – Matt Malozi
 - C. Capital Asset Management – Becky Bradley
 - D. LANtaVan & Accessibility Committee – Cordelia Miller
 6. Other Items
 - A. None
 7. Adjournment
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**Response to Comments Received During Public Comment
at the May 11, 2021 LANTA Board of Directors Meeting**

No comments were received during Public Comment at the previous meeting.



**LANTA Finance & Administration Committee
Agenda
June 1, 2021**

1. Call to Order
 2. Public Comment
 3. Review and Recommendation – Financial Statements April 2021, subject to audit
 4. Procurements
 - A. Exercise of Optional Extension Year – Petroleum Traders
 5. Actions
 - A. Recommendation for Approval – LANtaBus, LANtaVan, CCCT FY 2022 Operating Budgets
 - B. Recommendation for Approval – LANTA FFY 2022 Capital Budget – Program of Projects
 - C. Recommendation for Approval – Required PennDOT Grant Resolutions
 - D. Recommendation for Approval – Carbon County Administrative Service Contract Extension
 6. Report on Initiatives
 - A. Recent Safety Training Sessions
 - B. Annual Grant Submissions Status
 7. Other Items
 8. Adjournment
-



Lehigh and Northampton Transportation Authority

TO: Owen O'Neil, Executive Director and Authority Members
FROM: Nicole L. Ozoa, Director of Finance
DATE: May 28, 2021
SUBJECT: Unaudited April 2021 Financial Statement

Attached for your review are the unaudited financial statements for the period ended March 31, 2020 for LANtaBus, LANtaVan and Carbon Transit.

Items of Interest:

- LANTA's portion of the Line of Credit Balance as of May 28, 2021 stands at \$0 of an available \$6,000,000. The balance in the combined LANTA general checking account stands at \$5K. State ACT 89 funds due to LANTA for FY 20/21 are current. The balance in the ACT 44 checking account stands at \$15,824,513. The account is currently underfunded by approximately \$1.3M. In addition, approximately \$1.3M are either currently owed to LANTA from State Funds or can now be drawn down from Federal Grants:
 - State Shared Ride/PWD - \$162,353 (THRU 4/30/2021)
 - Lehigh County MATP - \$439,854 (THRU 4/30/2021)
 - Northampton County MATP - \$312,716 (THRU 4/30/2021)
 - Federal Capital/Ops Funding - \$125,270 (THRU 4/30/2021)
 - State Capital Funding - \$332,878 (THRU 4/30/2021)
- The balance in the Carbon's general checking account stands at approximately \$19K. The balance in the Carbon's Act 44 checking account stands at \$80K. The account is currently underfunded by approximately \$53K. Carbon's portion of the Line of Credit balance stands at \$119,104. State ACT 89 funds due to Carbon for FY 20/21 are approximately \$22K. In addition, approximately \$90K are currently owed to CT from the following sources:
 - State Shared Ride/PWD - \$26,422 (THRU 4/30/2021)
 - Carbon County MATP - \$63,599 (THRU 4/30/2021)
- Fulton Financial ACT 72 Letter for period ended 4/30/2021 has been received and all bank accounts are in compliance.

LANTA's Health Insurance expense is currently the single largest expense outside of salary and wages. MTD & YTD Health Insurance expense:

	MTD Actual	Fiscal YTD Actual	Fiscal YTD Budget
Net Health Insurance	\$467,968	\$3,568,226	\$4,599,416

The current health insurance participation census stands at 79 Employee Only; 75 Employee Plus 1; 39 Employee Plus 2; 24 Employee Plus 3 and 26. Employee Plus 4 or more.

LANtaVan Accounts Receivable Aged Invoice Report - April 30, 2021

	Total	Current	30 Days	60 Days	90 Days	120 Days +
Lehigh County MATP	\$ 413,968	\$ 51,586	\$ 72,477	\$ 3,125	\$ 51,005	\$ 235,774
Northampton County MATP	\$ 219,591	\$ 49,023	\$ 22,527	\$ 34,638	\$ 2,244	\$ 111,160
Other(PaDOT Shared Ride;PwD)	\$ 167,292	\$ 166,094	\$ 728	\$ 174	\$ 13	\$ 284
Total AR April 30, 2021	\$ 800,852	\$ 266,703	\$ 95,731	\$ 37,937	\$ 53,262	\$ 347,218
	100%	33.30%	11.95%	4.74%	6.65%	43.36%
Total AR March 31, 2021	\$ 997,164	\$ 412,238	\$ 155,906	\$ 63,658	\$ 59,892	\$ 305,470
	100%	41.34%	15.63%	6.38%	6.01%	30.63%
AR Change	\$ (196,312)	\$ (145,535)	\$ (60,175)	\$ (25,721)	\$ (6,630)	\$ 41,748
	-19.69%	-35.30%	-38.60%	-40.41%	-11.07%	13.67%

Accounts Payable Aged Invoice Report - April 30, 2021

	Total	Current	30 Days	60 Days	90 Days	120 Days +
LANtaBus	\$ 440,563	\$ 324,401	\$ 56,054	\$ 18,114	\$ 22,236	\$ 19,758
LANtaVan	\$ 523,180	\$ 512,137	\$ -	\$ 11,025	\$ -	\$ 18
CCCT	\$ 229,219	\$ 89,913	\$ 64,852	\$ 74,453	\$ -	\$ -

This month's narrative for the financial statements will start with LANtaBus. The discussion will focus on the actual versus budget variance analysis and how it relates to funding and performance. I will be concentrating on the year to date revenues and expenditures. LANtaVan results will be next concluding with Carbon Transit.

LANtaBus

Year-to-date revenues for the fixed route division totals \$1,527,693. This represents a 54.28 percent decrease from the budget projection of \$3,341,057. Fare collection revenue is currently running below budget projections by approximately \$2.1M. The Other Revenue section, which includes Advertising Revenue, continues above the anticipated budget amount by approximately \$264K. Please remember that advertising revenue is only budgeted at the guaranteed previous contract amount to maintain a conservative approach to revenue recognition.

Year-to-date expenses for the fixed route division totals \$25,398,255. This represents a 12.49 percent decrease from the current year budget projection of \$29,022,819. For the current fiscal year, Interest, Purchased Transportation and Casualty and Liability Insurance continue to be the top expense variables contributing to the largest budget variances. These categories, as well as all variables, continue to be monitored with further investigation occurring as required. The first area to be examined in detail is the area of Interest Expense. Interest expense is currently running approximately \$65K below budget. This continues to be a direct result of consistent grant drawdowns and the increase in Act 44 reserves, which has enabled the Authority to maintain operations without relying on its Line of Credit. Purchased Transportation is also running below budget projections, by 40.88 percent, due to the impacts of the COVID Pandemic. Current year expense for both Physical Damage and Liability and Property Damage is running approximately \$278K below budget. All invoices have been received from SAFTI and are current. LANTA expects both Physical Damage and Liability and Property Damage expense to continue below budget projections as we enter the fourth quarter of the fiscal year. Health Insurance expense is currently running approximately \$1.03M below budget, this represents a 22.42 percent decrease from the current year budget projection of \$4,599,416. LANTA has received a total of \$334K of stop loss reimbursement through the current fiscal year period.

Year-to-date deficit recorded on the fixed route division totals \$23,870,562. This represents a 7.05 percent decrease from the budget projection. Current total subsidies equal the deficit and include the following sources:

- Federal Subsidy – CARES ACT - \$9,366,554
- Federal Subsidy – All Other - \$6,473,149
- State Subsidy - \$7,209,109
- Local Subsidy - \$821,750

Life to date ACT 44 reserve stands at \$17,192,319, an increase of \$8,706,094, which represents a 102.59 percent increase from prior year end balance.

LANtaVan

Year-to-date revenues for LANtaVan totals \$5,523,118. This represents a 43.66 percent decrease from the budget projection of \$9,803,475. Total YTD completed trips, which include the impact of Covid 19, are down approximately 53% from prior years with ADA, GPB and Lottery continuing to have the largest declines. MATP YTD revenue of \$2,128,884 has been recorded based on actual costs and is currently showing a 24.16 percent decrease from YTD budget projections of \$2,807,241. ADA revenue has been recorded based on the actual costs of the ADA program and is showing a 50.28 percent decrease from YTD budget projections of \$2,655,434. Lastly, due to the onset of COVID in late February early March of 2020, LANtaVan does not expect to recognize any additional prior year period deferred revenue during the current fiscal year.

Year-to-date expenses for LANtaVan totals \$6,286,107. This represents a 27.64 percent decrease from the current year budget projection of \$8,687,585. The majority of the deviation resides in the Purchased Transportation and Rent expense areas. The variance within the purchased transportation area relates to decreased trips thus less variable trip related expense billed from Easton Coach. The decrease in trips related to Covid 19 has a direct impact on the costs in this area. The net result is approximately a \$2.4M, a 32.95 percent below budget variance for this area. The Rent expense line is running approximately \$61K above budget. The 119.12 percent increase from the current year budget projection is a result of the security deposit that was made for the new paratransit facility. The remaining expense variances continue to be monitored and investigated as warranted.

Year-to-date deficit recorded on LANtaVan totals \$762,989. Current total subsidies include the following sources:

Federal Subsidy – CARES ACT - \$625,817

After application of Federal CARES ACT subsidy, the YTD unfunded deficit stands at \$137,172.

Carbon Transit

Year-to-date revenues for Carbon Transit totals \$579,963. The budgeted YTD amount is \$981,007. This represents a 40.88 percent negative budget variance. Carbon records and adjusts MATP revenue to reflect cost of the program to maintain a conservative approach to revenue recognition. Currently, MATP revenue is approximately \$209K below budget. Shared Ride Lottery and PWD trips and revenue continue the trend of lower than budgeted amounts by \$169K, collectively. During the current fiscal period, Carbon Transit recognized approximately \$2K in prior year deferred revenue, bringing the current fiscal YTD total to \$5K, of prior year deferred revenue.

Year-to-date expenses for Carbon Transit totals \$974,451. This amount is 23.63 percent below the budget projection of \$1,275,905. The main deviation of approximately \$326K pertains to the Purchased Transportation area and relates to the decrease in trips and lower contract costs thus less expense billed from Easton Coach. Services are approximately \$25K more than budgeted with the majority of the variance pertaining to the costs incurred to rebrand CCCT to Carbon Transit. Interest expense is currently 110.98 percent above budget due to Carbon's outstanding line of credit balance to LANTA. All other variances are smaller in individual value but continue to be monitored and analyzed to ensure correct coding and valid expense.

Year-to-date surplus recorded on Carbon Transit totals \$330,758. Current total subsidies total \$725,246 and include the following sources:

Federal Subsidy - \$569,309

State Subsidy - \$121,798

Local Subsidy - \$34,140

LANTA Bus
Income Statement Summary
For the Period Ending April 30, 2021

	Fiscal Year 2021				YTD Budget Variance	
	PTD		YTD		Favorable (Unfavorable)	Percent
	Actual	Budget	Actual	Budget	Amount	
Revenue						
Passenger Fares	86,467	386,324	949,076	3,090,580	(2,141,504)	-69.29%
Special Transit Fares	68,196	-	154,359	115,527	38,832	33.61%
Auxiliary Transportation Revenue	33,333	4,495	309,421	44,950	264,471	588.37%
Non-Transportation Revenue	3,132	3,000	114,837	90,000	24,837	27.60%
Total Revenue	191,128	393,819	1,527,693	3,341,057	(1,813,364)	-54.28%
Expenses						
Labor	1,003,053	1,194,369	10,653,471	11,106,098	452,627	4.08%
Fringe Benefits	790,083	1,624,859	8,645,779	10,339,033	1,693,254	16.38%
Total Labor and Fringe Benefits	1,793,136	2,819,228	19,299,250	21,445,131	2,145,881	10.01%
Services	133,916	134,512	1,326,847	1,429,157	102,310	7.16%
Fuel	91,180	106,887	892,980	1,103,914	210,934	19.11%
Tires & Tubes	8,992	10,000	89,329	104,036	14,707	14.14%
Materials & Supplies	75,703	112,068	870,480	803,456	(67,024)	-8.34%
Utilities	91,376	53,366	637,532	508,689	(128,843)	-25.33%
Casualty & Liability	35,322	56,116	669,050	947,307	278,257	29.37%
Taxes	308	419	3,069	4,795	1,726	36.01%
Purchase of Transportation Service	193,806	267,407	1,398,556	2,365,606	967,050	40.88%
Miscellaneous	2,724	23,628	167,756	194,389	26,633	13.70%
Interest	-	8,188	19,822	85,211	65,389	76.74%
Leases & Rentals	2,130	2,034	23,583	31,128	7,545	24.24%
Total Expenses	2,428,591	3,593,853	25,398,255	29,022,819	3,624,564	12.49%
Gross Surplus (Deficit)	(2,237,463)	(3,200,034)	(23,870,562)	(25,681,762)	1,811,200	7.05%
Subsidy						
Local Subsidy	137,303	138,546	821,750	831,276	9,526	1.15%
State Subsidy	888,365	1,761,953	7,209,109	8,206,542	997,433	12.15%
Federal Subsidy	1,211,796	1,299,535	6,473,149	6,685,144	211,995	3.17%
Federal Subsidy - CARES ACT	-	-	9,366,554	9,958,800	592,246	5.95%
Total Subsidy	2,237,463	3,200,034	23,870,562	25,681,762	1,811,200	7.05%
Surplus (Deficit)	-	-	-	(1)	-	#DIV/0!

LANTaBus
Statement of Net Assets
April 30, 2021

CURRENT ASSETS

Cash	\$ 1,946,796
Accounts Receivable	173,853
Interdivisional Receivable	1,749,919
Inventories	552,378
Prepaid Expenses	11,315,583
Grants Receivable	1,834,084
Total Current Assets	<u>17,572,613</u>

RESTRICTED ASSETS

Cash	<u>15,596,465</u>
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CAPITAL ASSETS

Capital Assets Not Being Depreciated	147,970
Capital Assets Being Depreciated - Net	<u>42,413,527</u>
Total Capital Assets	<u>42,561,497</u>

TOTAL ASSETS	<u>\$ 75,730,576</u>
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CURRENT LIABILITIES

Note Payable	\$ -
Loan Payable	-
Interdivisional Payable	-
Accounts Payable	717,358
Accrued Expenses:	-
Wages	2,517,499
Professional Fees	27,533
Other	583,606
Deferred Other Funding	24,872,866
Due To Commonwealth of PA	17,192,319
Deferred Local Grant Funding	<u>283,400</u>
Total Current Liabilities	<u>46,194,583</u>

NET ASSETS

Invested In Capital Assets	42,564,262
Unrestricted Equity	(13,111,268)
Restricted Equity	<u>83,000</u>
Total Net Assets	<u>29,535,993</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	<u>\$ 75,730,576</u>
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LANTA Van
Income Statement Summary
For the Period Ending April 30, 2021

	Fiscal Year 2021					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable (Unfavorable)	
	Actual	Budget	Actual	Budget		Amount	Percent
Revenue							
Passenger Fares	40,353	140,661	619,097	1,048,017	1,313,385	(428,920)	-40.93%
Non-Transportation Revenues	-	-	65,000	62,000	62,000	3,000	4.84%
Local Special Fare Assistance	192,654	233,929	1,366,425	2,932,685	3,379,000	(1,566,260)	-53.41%
State Special Fare Assistance	372,582	512,387	3,472,596	5,760,773	7,013,665	(2,288,177)	-39.72%
Total Revenue	605,590	886,977	5,523,118	9,803,475	11,768,050	(4,280,357)	-43.66%
Expenses							
Labor	63,483	44,116	561,925	604,264	717,093	42,339	7.01%
Fringe Benefits	60,087	41,756	531,862	565,771	678,729	33,909	5.99%
Total Labor and Fringe Benefits	123,570	85,872	1,093,787	1,170,035	1,395,822	76,248	6.52%
Services	17,765	6,611	80,907	58,425	71,586	(22,482)	-38.48%
Fuel	-	-	-	-	-	-	0.00%
Tires & Tubes	-	-	-	-	-	-	0.00%
Materials & Supplies	11,164	3,548	32,672	58,792	69,981	26,120	44.43%
Utilities	7,005	4,612	73,870	45,788	55,220	(28,082)	-61.33%
Casualty & Liability	542	542	5,420	5,420	6,500	-	0.00%
Taxes	-	-	-	-	-	-	0.00%
Purchase of Transportation Service	523,005	527,814	4,885,979	7,287,236	8,746,800	2,401,257	32.95%
Miscellaneous	-	-	1,471	10,775	10,775	9,304	86.34%
Interest	-	-	-	-	-	-	0.00%
Rent	1,200	6,788	112,000	51,114	64,690	(60,886)	-119.12%
Total Expenses	684,251	635,787	6,286,107	8,687,585	10,421,374	2,401,478	27.64%
Gross Surplus (Deficit)	(78,661)	251,190	(762,989)	1,115,890	1,346,676	(1,878,879)	-168.37%
Subsidy							
Local Subsidy	-	-	-	-	-	-	-
State Subsidy	-	-	-	-	-	-	-
Federal Subsidy - CARES ACT	-	-	625,817	-	-	(625,817)	-
Total Subsidy	-	-	625,817	-	-	(625,817)	-
Surplus (Deficit)	(78,661)	251,190	(137,172)	1,115,890	1,346,676	(2,504,695)	-224.46%

LANTaVan
Statement of Net Assets
April 30, 2021

CURRENT ASSETS

Cash	\$	(15,457)
Accounts Receivable		5,690
Interdivisional Receivable		-
Inventories		-
Prepaid Expenses		-
Grants Receivable		1,169,144
Total Current Assets		<u>1,159,377</u>

TOTAL ASSETS

\$ 1,159,377

CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		-
Interdivisional Payable		1,749,919
Accounts Payable		519,688
Accrued Expenses:		474,236
Deferred Revenue		(33,247)
Total Current Liabilities		<u>2,710,597</u>

NET ASSETS

Unrestricted Equity	(1,551,220)
Restricted Equity	-
Total Net Assets	<u>(1,551,220)</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS

\$ 1,159,377

Carbon County Community Transportation
Income Statement Summary
For the Period Ending April 30, 2021

	Fiscal Year 2021					YTD Budget Variance	
	PTD		YTD		Annual Budget	Favorable (UnFavorable)	Percent
	Actual	Budget	Actual	Budget			
Revenue							
Passenger Fares	4,409	2,471	25,036	32,100	37,109	(7,064)	-22.01%
Non-Transportation Revenues	3	-	64	-	-	64	#DIV/0!
Local Special Fare Assistance	1,779	3,078	14,197	29,731	34,505	(15,534)	-52.25%
State Reimbursements	26,422	31,582	211,136	380,537	444,962	(169,401)	-44.52%
State Special Fare Assistance	34,890	49,272	329,531	538,639	652,359	(209,108)	-38.82%
Total Revenue	67,504	86,403	579,963	981,007	1,168,935	(401,044)	-40.88%
Expenses							
Labor	-	-	-	-	-	-	0.00%
Fringe Benefits	-	-	-	-	-	-	0.00%
Total Labor and Fringe Benefits							
Services	955	938	159,249	134,607	136,250	(24,642)	-18.31%
Fuel	-	-	-	-	-	-	0.00%
Tires & Tubes	-	-	-	-	-	-	0.00%
Materials & Supplies	618	818	9,221	11,465	12,380	2,244	19.57%
Utilities	2,159	1,364	19,488	21,521	28,000	2,033	9.45%
Casualty & Liability	-	-	-	-	-	-	0.00%
Taxes	-	-	-	-	-	-	0.00%
Purchase of Transportation Service	87,018	99,696	777,796	1,103,418	1,303,319	325,622	29.51%
Miscellaneous	207	178	1,839	1,644	2,000	(195)	-11.88%
Interest	137	325	6,857	3,250	3,900	(3,607)	-110.98%
Leases & Rentals	-	-	-	-	-	-	0.00%
Total Expenses	91,094	103,319	974,451	1,275,905	1,485,849	301,454	23.63%
Gross Surplus (Deficit)	(23,590)	(16,916)	(394,488)	(294,898)	(316,914)	(99,590)	-33.77%
Subsidy							
Local Subsidy	3,414	3,414	34,140	22,640	40,969	(11,500)	-50.80%
State Subsidy	10,089	6,751	121,798	79,914	273,126	(41,884)	-52.41%
Federal Subsidy	10,087	6,751	569,309	198,605	257,699	(370,704)	-186.65%
Federal Subsidy - CARES ACT	-	-	-	-	-	-	#DIV/0!
Total Subsidy	23,590	16,916	725,246	301,159	571,794	(424,087)	-140.82%
Surplus (Deficit)	(0)	-	330,758	6,261	254,880	324,497	5182.83%

Carbon County Community Transportation
Statement of Net Assets
April 30, 2021

CURRENT ASSETS

Cash	\$	104,582
Accounts Receivable		3,687
Interdivisional Receivable		127,747
Due From Carbon County		(6,829)
Prepaid Expenses		75
Grants Receivable		149,339
Total Current Assets		<u>378,601</u>

TOTAL ASSETS	\$	<u>378,601</u>
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CURRENT LIABILITIES

Note Payable	\$	-
Loan Payable		65,000
Interdivisional Payable		133,157
Accounts Payable		229,168
Accrued Expenses		108,942
Due To Commonwealth of PA		133,424
Deferred Revenue		27,599
Total Current Liabilities		<u>697,290</u>

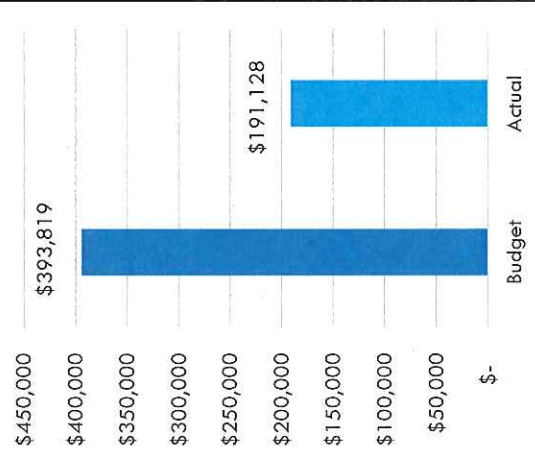
NET ASSETS

Unrestricted Equity		(318,689)
Restricted Equity		-
Total Net Assets		<u>(318,689)</u>

TOTAL CURRENT LIABILITIES AND NET ASSETS	\$	<u>378,601</u>
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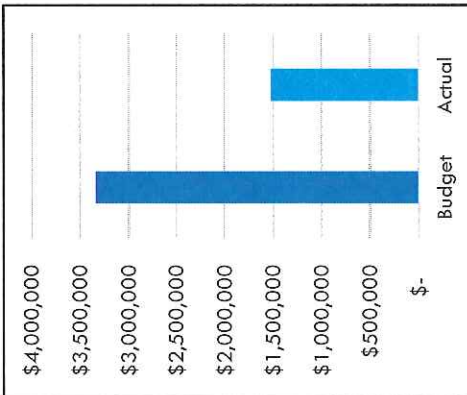


Total Revenues – April 2021

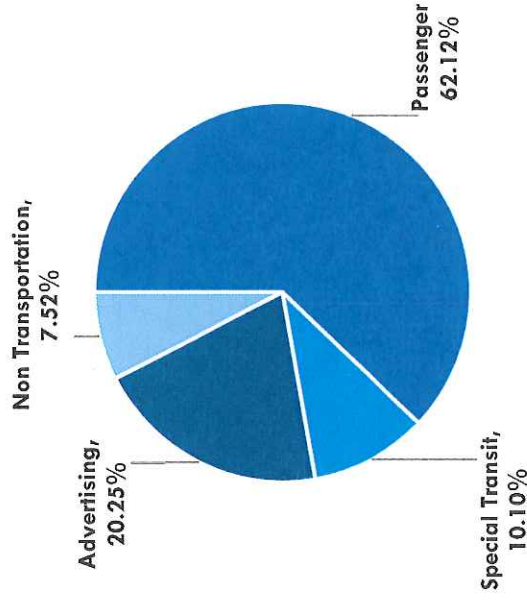


FYTD Revenues

Budget \$3,341,057
Actual \$1,527,693
Variance \$(1,813,364), -54.28%

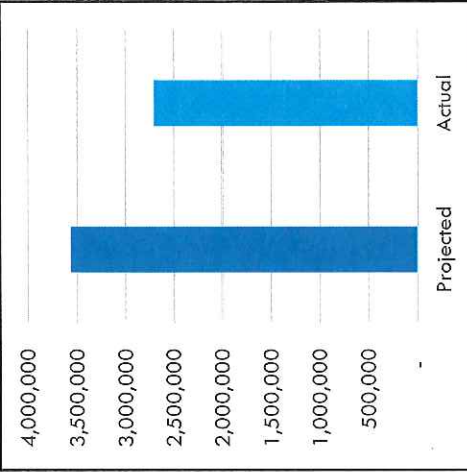


Revenues By Source

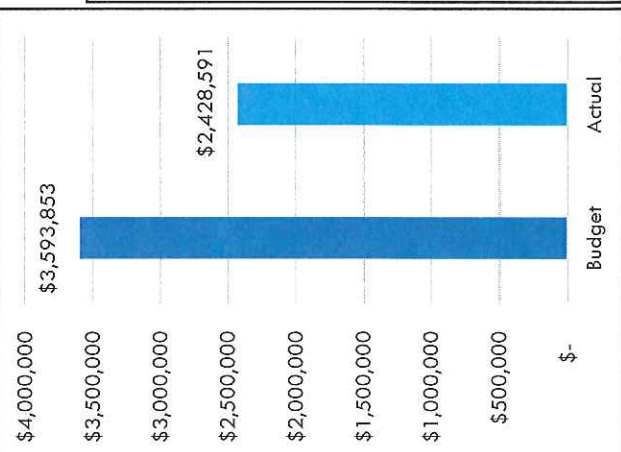


FYTD Ridership

Projected 3,569,555
Actual 2,706,125
Variance (863,430), -24.19%

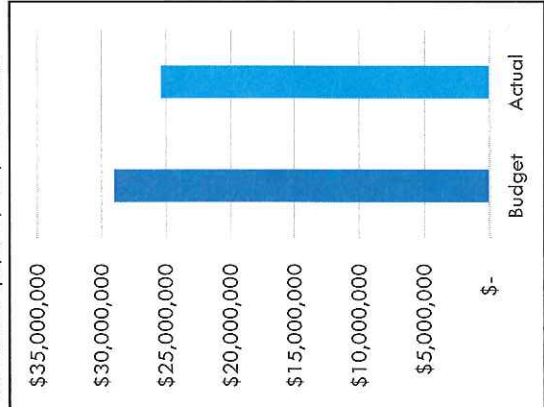


Total Expenses – April 2021

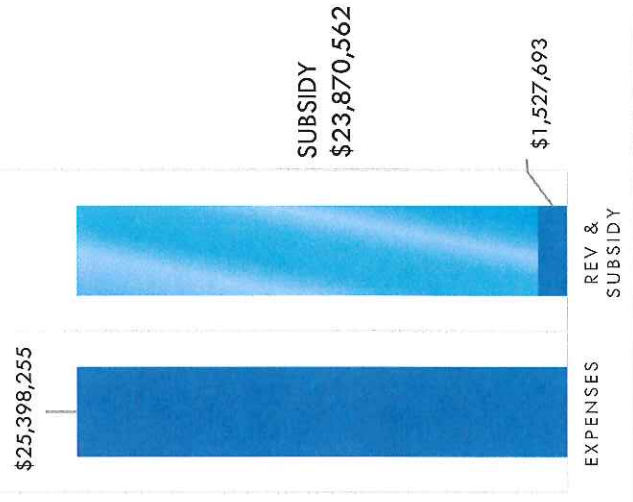
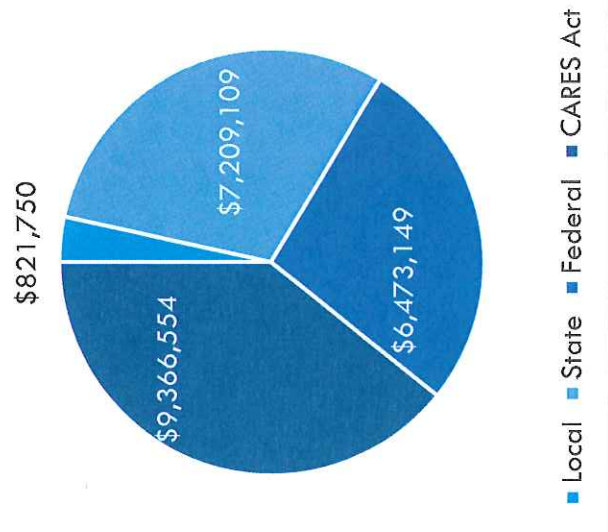




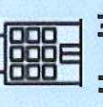

FYTD Expenses

Budget \$29,022,819
Actual \$25,398,255
Variance \$3,624,564, +12.49%



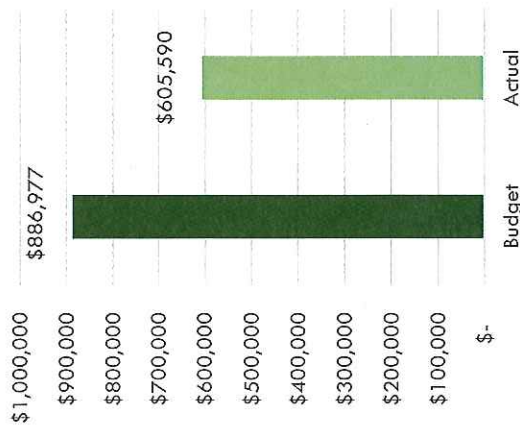
Subsidy by Source



Key Areas	Notations
 Interest	<p>Interest Expense is BELOW budget by \$65K, a 76.74% decrease from current budget projections.</p> <p>Direct result of consistent grant drawdowns & the increase in ACT 44 reserves.</p> <p>LB anticipates FYE interest expense to be below \$21K.</p>
 Purchased Transportation	<p>Purchased Transportation is BELOW budget by \$967K, a 42.58% decrease from current budget projections.</p> <p>P/T continues below budget due to decreased ridership levels; due to the impacts of COVID 19.</p> <p>LB anticipates FYE P/T expense to be below budget by \$1.2M.</p>
 Health Insurance	<p>Health Insurance costs are BELOW budget by \$1M, a 22.42% decrease from current budget projections.</p> <p>This is due in part to LB receiving \$334K in Stop Loss reimbursements and decrease in paid claims.</p> <p>LB anticipates receiving an additional \$21K in Stop Loss reimbursements before FYE.</p>
 Subsidy	<p>Current fiscal year TOTAL subsidy is \$23,870,562, a 7.05% decrease from current budget projections.</p> <p>Due to decreased costs and available federal operating assistance funds, ACT 44 reserves have increased \$8.7M, a 102.59% increase from 6/30/2020.</p> <p>LB anticipates FYE ACT 44 reserves to be in excess of \$16M.</p>

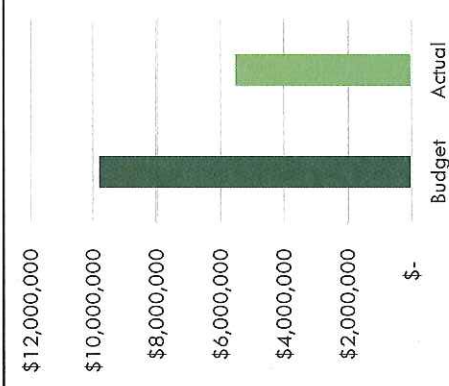


Total Revenues – April 2021

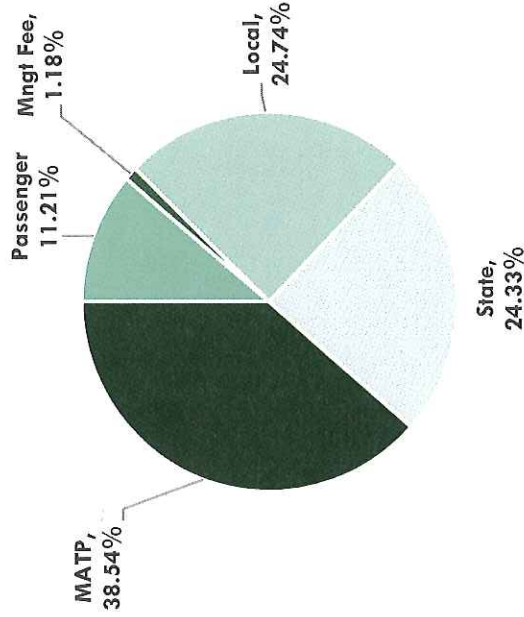


FYTD Revenues

Budget \$9,803,475
Actual \$5,523,118
Variance \$(4,280,357), -43.66%

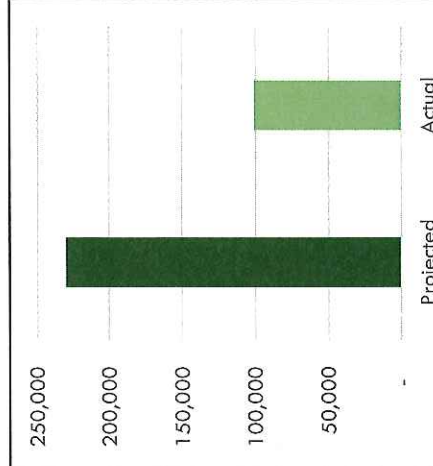


Revenues By Source

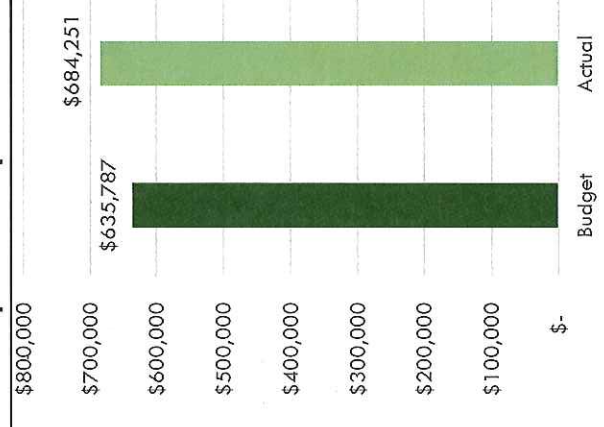


FYTD Ridership

Projected 230,007
Actual 100,958
Variance (129,049), -56.11%

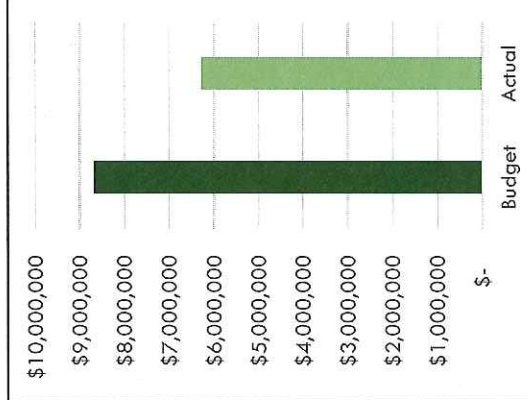


Total Expenses – April 2021

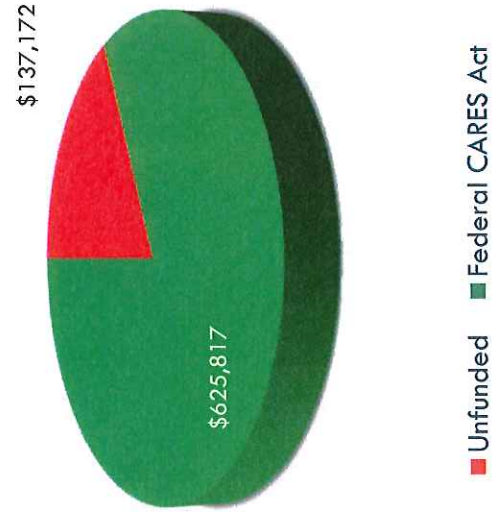


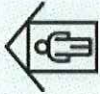



FYTD Expenses

Budget \$8,687,585
Actual \$6,286,107
Variance \$2,401,478, +27.64%



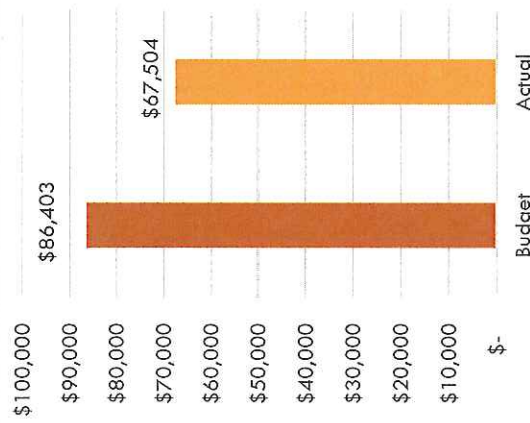
Subsidy by Source



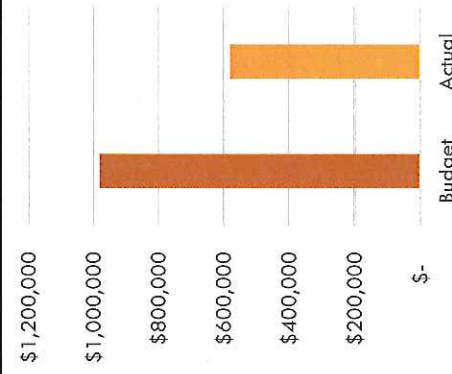
Key Areas	Notations
 Rent	<p>Rent Expense is ABOVE budget by approximately \$61K, a 119.12% increase from the current year budget projections.</p> <p>Due to \$100K security deposit payment for new Paratransit facility.</p> <p>LV does not anticipate making any additional payments for the paratransit facility until March 2022.</p>
 Purchased Transportation	<p>Purchased Transportation is BELOW budget by \$2.4M, a 32.95% decrease from the current year budget projections.</p> <p>Purchased Transportation continues below budget due to decreased ridership levels; impacts of COVID 19.</p> <p>LV anticipates the Purchased Transportation expense area will remain below budget through fiscal year end.</p>
 Utilities	<p>Utilities are ABOVE budget by \$28K.</p> <p>This is due to the increased internet services, telephone expense and radio tower infrastructure costs.</p> <p>LV anticipates FYE numbers will be more in line with budget projections once Rider Resources Center is open for business (estimated date May 1).</p>
 Subsidy	<p>YTD DEFICIT is \$762,989. Current FY TOTAL subsidy is \$625,817, Federal CARES ACT.</p> <p>Federal CARES ACT was used to subsidize LV operations through 11/30/2020.</p> <p>YTD unfunded DEFICIT is \$137,172. LV anticipates to close the FY with a projected SURPLUS of \$22K.</p>



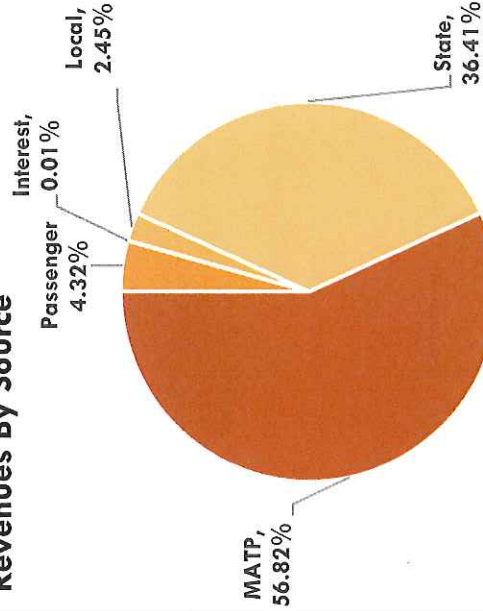
Total Revenues – April 2021



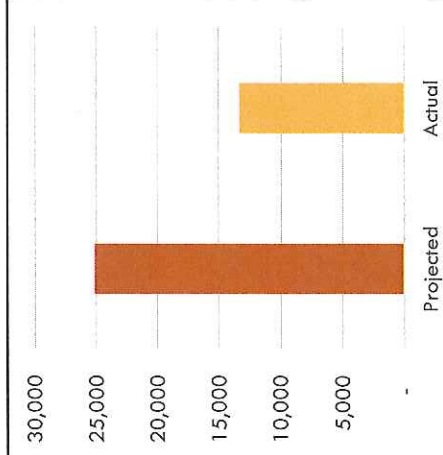
FYTD Revenues Budget \$981,007 Actual \$579,963 Variance \$(401,044), -40.88%



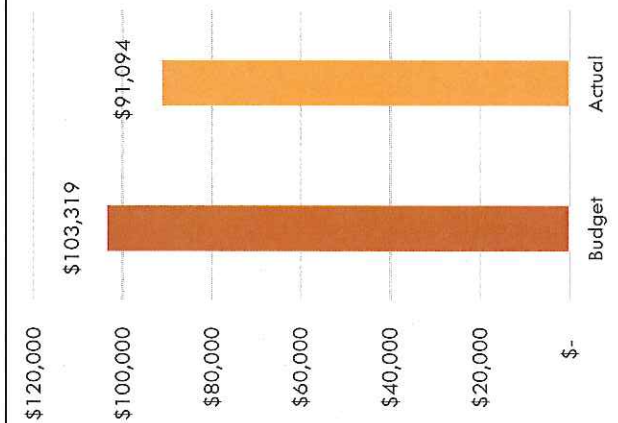
Revenues By Source



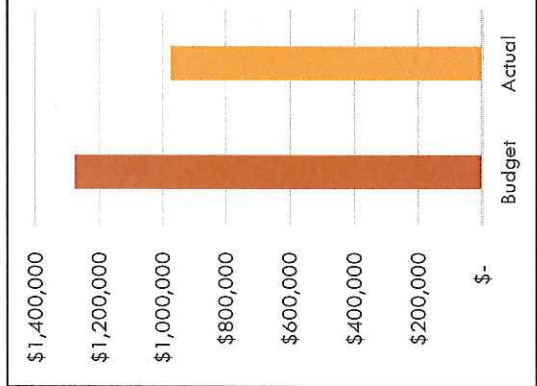
FYTD Ridership Projected 25,126 Actual 13,359 Variance (11,767), -46.83%



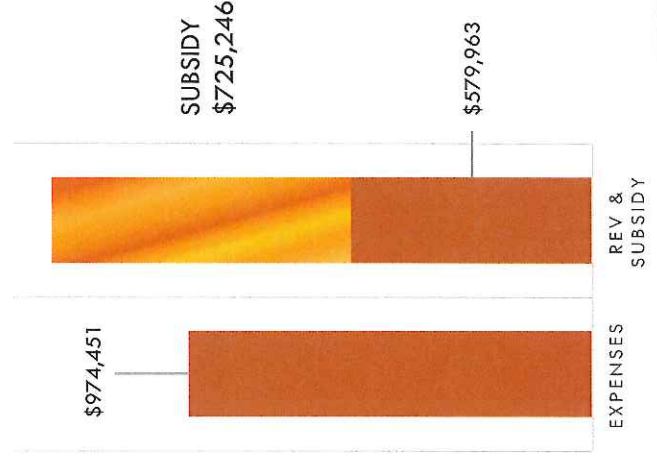
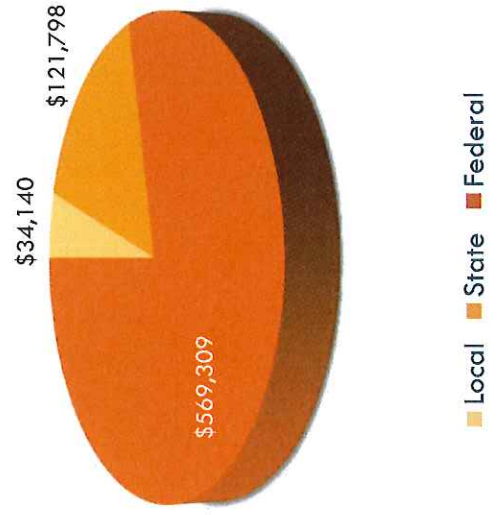
Total Expenses – April 2021



FYTD Expenses Budget \$1,275,905 Actual \$974,451 Variance \$301,454, +23.63%



Subsidy by Source



Key Areas	Notations
 Interest	Interest Expense is ABOVE budget by \$3.6K, a 110.98% increase from current year budget projections.
	Due to outstanding balance of \$134K on LANTA's line of credit.
	CT does not anticipate paying off the LOC balance prior to 12/31/2021.
 Purchased Transportation	Purchased Transportation is BELOW budget by \$326K, a 29.51% decrease from current year budget projections.
	Purchased Transportation continues below budget due to decreased ridership levels; impacts of COVID 19.
	CT anticipates the P/T expense area will remain below budget through fiscal year end.
 Services	Services are ABOVE budget by \$25K.
	This is due to the costs to rebrand Carbon County Community Transit as Carbon Transit.
	An additional \$3K in costs is expected to be incurred by 6/30/2021.
 Subsidy	Total subsidy is ABOVE CY projections. Current YTD SURPLUS is \$330,758.
	Due to additional federal funds provided by LANTA to eliminate debt owed to LANTA.
	CT anticipates not utilizing the entire FY21 ACT 44 allocation. We are projecting an estimated \$122K in ACT 44 reserves by FYE.



PUBLIC NOTICE
LANTA PROGRAM OF PROJECTS
Federal Fiscal Year 2022
OPERATING BUDGETS
Fiscal Year 2022

The Lehigh and Northampton Transportation Authority (LANTA) has published its proposed program of projects for the use of grant assistance from the Federal Transit Administration (FTA) for grants for the federal fiscal year 2022.

A copy of the Proposed Program of Projects and the Transit Element of the Transportation Improvement Program for the Lehigh Valley is available at lantabus.com/public-notices/ and can be sent to any member of the public upon request. To request a copy of these documents, please call 610-253-8333, write to LANTA, Rider Resources Department, 1060 Lehigh Street, Allentown, PA 18103; or email customerservice@lantabus.com. This material can be made available to persons with disabilities in alternative medium upon request.

In addition, LANTA has posted its draft FY 2022 operating budgets for its LANTaBus, LANTaVan, and CCCT operating divisions. The draft budgets can be viewed at lantabus.com/public-notices/.

If any member of the public would like to comment on the program of projects as shown or on the draft operating budget documents, comments must be received by Friday May 28, 2021 to be considered by LANTA's Board of Directors prior to adopting the FFY 2021 program of projects and FY 2021 operating budgets as presented. Comments can be submitted by email at customerservice@lantabus.com, by mail at LANTA, 1060 Lehigh Street, Allentown, PA 18103 Attn: Executive Director; or by calling 610-253-8333. The budget documents will also be presented through a virtual public meeting on Friday May 21, 2021 at 12:00 noon. Instructions for connecting to the virtual meeting will be posted by LANTA prior to the meeting and will be available from LANTA customer service. The LANTA Board of Directors will consider the proposed program of projects and operating budgets for approval at its regularly scheduled meeting on June 8, 2021.

If no substantial changes are adopted by the LANTA Board as a result of a review of the information gathered through this public comment period, the program of projects will be implemented as published, a second public notice will not be issued and the program published will be final.

By: Owen P. O'Neil
Executive Director

Kent Herman, Esq.
Solicitor

Lehigh and Northampton Transportation Authority
Equal Opportunity Employer M/F/Disabled
A drug-free, smoke-free workplace



**LANtaBus and LANtaVan
PROPOSED PROGRAM OF PROJECTS
Federal Fiscal Year 2022**

- A. LANtaBus is the name of the fixed-route, public transportation system operated by LANTA. The Authority has no specific plans for significant changes to current LANtaBus services levels. The Authority has no plans to increase the base cash fare for LANtaBus service in FY 2022, however, the FY 2022 operating budget for LANtaBus includes a plan for the restoration of the price for a 31-Day pass to pre-pandemic emergency pricing.
- B. LANtaVan is the name of the Authority's division which arranges transportation services for people with disabilities in the LANtaVan service area who are unable to use regular, fixed route transit services. The Authority has no plans for a fare increase or fare restructuring for LANtaVan services in FY 2022.
- C. Funds for the Federal Fiscal Year (FFY) 2022 Program of Projects will be sought through Federal Transit Administration (FTA) formula funding programs Section 5307/5340 Urbanized Area Formula Funds and Section 5339 Buses and Bus Facilities Formula Funds of the FAST Act in the amount of \$9.042 million as apportioned to the Allentown-Bethlehem-Easton, PA; Phillipsburg, NJ urbanized area (PA portion) for transit projects through FFY 2022. Approximately \$960,000 of funding under the Federal Congestion Mitigation Air Quality (CMAQ) program and \$663,000 of funding under the Federal Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities program is also being sought. Matching funds are provided through the Commonwealth of Pennsylvania Act 89 funding as well as through Lehigh and Northampton Counties, Pennsylvania. The FFY 2022 Program of Projects is described below. Line items will be funded through a combination of the sources noted above:

Project	Federal Total
BUS ROLLING STOCK	4,808,400
Fixed Route Replacement Buses (CNG)	3,991,000
Replacement Paratransit Vehicles (LANtaVan)	663,000
Associated Capital Maintenance Items	80,000
Service Vehicle Replacements	74,400
OTHER CAPITAL ITEMS	4,841,100
Preventive Maintenance – Vehicles & Facilities	4,040,000
ADA Paratransit Service Capitalization	801,100
BUS SUPPORT EQUIPMENT AND FACILITIES	352,000
LANTA Facility Improvements	320,000
Signs, Shelters and Enhancements	32,000
ITS & OTHER SECURITY	663,500
FFY2022 Safety & Security Projects	663,500
TOTAL PROGRAM OF PROJECTS (FEDERAL)	10,665,000

- D. There will be no significant environmental impacts; the projects are in conformance with the guidelines of the Clean Air Act of 1990.
- E. The items being presented at the hearing have been approved by the Metropolitan Planning Organization (MPO): the Lehigh Valley Transportation Study, (LVTS), and are part of the certified Transportation Improvement Program for the Lehigh Valley. The project conforms to comprehensive land use and transportation planning within Lehigh and Northampton Counties. Through the MPO, Congestion Mitigation/Air Quality (CMAQ) funds are being sought to underwrite the cost of capital projects.
- F. This project is necessary for the general welfare of the elderly and people with disabilities and transportation schedules have been and will continue to be developed to generally service areas where such persons reside. The project will also be used to continue a coordinated specialized paratransit system designed to provide service to semi ambulatory persons and those confined to wheelchairs to comply with the Americans with Disabilities Act of 1990 (ADA).

Senior citizens 65 years of age or older ride public transit free of charge. People with disabilities, certified as eligible, ride LANTaBus for one half the cash fare. LANTA also has other discount fare programs for frequent riders as well as people with mobility-related disabilities.

A copy of the Proposed Program of Projects and the Transit Element of the Transportation Improvement Program for the Lehigh Valley is available at lantabus.com/public-notices/ and can be sent to any member of the public upon request. To request a copy of these documents, please call 610-253-8333, write to LANTA, Rider Resources Department, 1060 Lehigh Street, Allentown, PA 18103; or email customerservice@lantabus.com. This material can be made available to persons with disabilities in alternative medium upon request.

This program will be available for public review and comment beginning Friday May 9, 2021. The program will also be presented through a virtual public meeting on Friday May 21, 2021 at 12:00 noon. Instructions for connecting to the virtual meeting will be posted by LANTA prior to the meeting and will be available from LANTA customer service. If any member of the public would like to comment on the program of projects as shown, comments must be received in writing by Friday May 28, 2021 to be considered by the LANTA's Board of Directors prior to adopting the FFY 2022 program of projects as presented. Comments can be submitted by email at customerservice@lantabus.com, by mail at LANTA, 1060 Lehigh Street, Allentown, PA 18103 Attn: Executive Director; or by calling 610-253-8333. The LANTA Board of Directors will consider the proposed program for approval at its regularly scheduled meeting on June 8, 2021.

If no substantial changes are adopted by the LANTA Board as a result of a review of the information gathered through this public comment period, the program of projects will be implemented as outlined here, a second public notice will not be issued and the program shown will be final.



**Annual Public Hearing Public Comment Review
May 21, 2021 – 12:00 Noon – Microsoft Teams Virtual Webinar**

Two (2) people were present at the 2021 Annual LANTA Public Hearing to review the Authority's operating budget and program of capital projects for FY 2021-2022. This included:

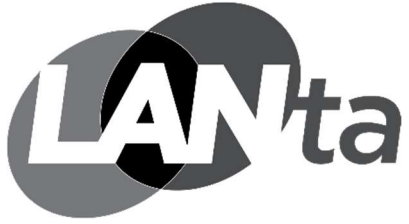
No members of the general public attended; and
Two members of the LANTA staff attended.

The Legal Aspects and the Public Hearing Testimony were entered into the record.

No individuals indicated on the sign-in sheet a desire to make a formal statement at the hearing. The floor was then opened for questions from those in attendance.

There were no questions.

With no further statements, comments or questions, the meeting was adjourned. Copies of the proposed operating and capital program of projects were available for review at Authority's internet website, www.lantabus.com and were also available upon request for public review and comment starting on April 16, 2021. Notices were also posted on all LANTA transit centers, as well as on LANTA social media accounts in both English and Spanish. Notices were also advertised in the Morning Call on April 19, 2021 and May 7, 2021. Notices informed the public of ways they could review and comment on the proposed program either by phone, mail, email, or online comment form. The public hearing comment period ended Friday May 28, 2028. No further comments were received.



**RESOLUTION BY BOARD OF DIRECTORS AUTHORIZING OFFICIALS TO EXECUTE
CONTRACTS, AGREEMENTS AND GRANT DOCUMENTS**

THE UNDERSIGNED, being the duly authorized Secretary of the municipal authority known as Lehigh and Northampton Transportation Authority, and existing under the laws of the state of Pennsylvania, hereby certifies that the following Resolution was passed by the governing body of said corporation at a meeting of the corporation duly called and convened on June 8, 2021:

RESOLVED, that Owen O’Neil, Executive Director, is hereby authorized on behalf of the Authority to execute any and all contracts, agreements and related documents; and to submit all grant applications and execute all grant agreements.

Date

Matthew B. Malozi
Vice Chair of the Authority

Corporate Seal



**RESOLUTION AUTHORIZING THE AUTHORIZED OFFICIAL
TO ASSIGN ROLES WITHIN DOTGRANTS**

Be it resolved, by the authority of the Board of Directors that Owen P. O'Neil of the Lehigh and Northampton Transportation Authority be the Authorized Official (AO) and directed to assign roles within dotGrants on its behalf.

I, Owen P. O'Neil, Executive Director of the Lehigh and Northampton Transportation Authority do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Directors held the 8th day of June, 2021.

By: _____ June 8, 2021
Owen P. O'Neil, Executive Director

ATTEST:

Lehigh and Northampton Transportation Authority Board of Directors

By: _____
Matthew Malozi, Vice Chair

**RESOLUTION CERTIFYING THE LOCAL MATCH
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Directors of the Lehigh and Northampton Transportation Authority
(Name of Governing Body)

resolve and certify that the operating financial assistance of \$19,084,811 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2022 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital, improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

Further, the Board of Directors resolve and certify that local, or
(Name of Governing Body)

private, cash matching funds of no less than \$1,163,784 will be provided in Fiscal Year 2022

by the Counties of Lehigh and Northampton to match the requested Section 1513 funds.
(name of local provider/county/city, etc.)

I, Matthew Malozi, Vice Chair of the Board of Directors
(name) (official title) (name of governing body and municipality)

do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Directors held the 8th day of June, 2021.
(name of governing body and municipality)

DATE: June 8, 2021.

Matthew B. Malozi, Vice Chair

ATTEST:

Lehigh and Northampton Transportation Authority
(Name of Municipality/Authority)

By: _____
Owen P. O'Neil, Executive Director (Date)

ASSURANCES

Consolidated Capital Grant Application (CCA): Board Resolution to File Application and to Certify
Local Match

The Board of Directors of the Lehigh and Northampton Transportation Authority resolves and certifies that the requested state amount of \$0.00 of Section 1517 funds; and/or state amount of \$1,413,051 of Section 1514 state discretionary trust funds; and/or, \$0.00 of state Section 1514 Bond funds are requested for Fiscal Year 2022 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

Further the Board of Directors resolves and certifies that in Fiscal Year 2022 that local, or if applicable private, cash matching funds of no less than \$42,924 will be provided to match the requested amount of state Section 1514 discretionary trust funds; and/or, that local, or if applicable private, cash matching funds of no less than \$0.00 will be provided to match the requested amount of state Section 1514 bond funds. No local matching funds are required for the requested state Section 1517 funds.

I, Matthew B. Malozi, Vice Chair of the Board of Directors do hereby certify that the foregoing is a true, and correct copy of the Resolution adopted at a regular meeting of Board of Directors held the 8th day of June, 2021.

Matthew B. Malozi, Vice Chair

(Date)

Attested by:

Owen P. O'Neil, Executive Director

(Date)

**LOCAL TRANSPORTATION ORGANIZATION
RESOLUTION CERTIFYING THE LOCAL MATCH
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Directors of the Lehigh and Northampton Transportation Authority resolve and certify that the operating financial assistance of \$ 19,084,811 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2022 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

Further, the Board of Directors resolves and certifies that the required local matching funds of \$ 1,163,784 will be secured from local contributors no later than the end of Fiscal Year 2021 to match the requested Section 1513 funds.

I, Matthew Malozi, Vice Chair of the Board of Directors do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Directors held the 8th day of June 2021.

DATE: June 8, 2021

Matthew B. Malozi, Vice Chair

ATTEST:

Lehigh and Northampton Transportation Authority

By: _____
Owen P. O'Neil, Executive Director (Date)

IMPORTANT REMINDER: In addition to the above resolution Section 1513 recipients must include in their COA submission a resolution passed by any municipality providing local match (see COA Local Match Summary form).

**AMENDMENT 1
EXTENSION OF TERM**

The parties agree that the terms of the Agreement shall be extended for a term effective between July 1, 2021 and December 31, 2021.

The administrative services fee for the extension period as described in Item 4 of the Agreement shall be \$62,500.

IN WITNESS WHEREOF, the parties have executed this Agreement intending it to be under seal the day and year above written.

ATTEST

CARBON COUNTY

By: _____

Eloise Ahner, Chief Clerk /
County Administrator

Wayne Nothstein

By: _____

Chris Lukasevich

By: _____

Rocky Ahner

ATTEST

LEHIGH AND NORTHAMPTON TRANSPORTATION AUTHORITY

By: _____

Owen P. O'Neil, Executive Director
Executive Director



LANtaVan & Accessibility Committee

Agenda

June 8, 2021

1. Call to Order
 2. Courtesy of the Floor
 - A. Public Comment
 - B. Update on comments received at March LANtaVan Committee meeting
 3. Dashboard Report
 4. Actions
 - A. None
 5. Report on Initiatives
 - A. Online LANtaVan Application
 - B. Bethlehem Rider Resources Status
 - C. Monthly DHS MATP Program Calls
 - D. LANtaVan Run Optimization
 6. Other Business
 7. Adjournment
-



**Response to Comments Received During Courtesy of the Floor
at the March 9, 2021 LANtaVan & Accessibility Committee Meeting**

No comments were received during Courtesy of the Floor at the March 9, 2021 meeting of the Committee.



LANtaVan Dashboard Report
Tuesday, June 8 2021

January 2021 to March 2021

Total Completed Trips by Funding Source

Program	Q3 FY2021		FY2021 YTD		FY2020 YTD		% Change	Sponsor	Funding Source
	Total	% of Total	Total	% of Total	Total	% of Total	Total		
ADA	6,832	21.0	22,969	22.0	74,731	31.1	-69%	LANTA	LANtaBus Op/Cap
Lottery	13,851	42.6	43,233	41.5	91,760	38.2	-53%	PennDOT	PA Lottery Funds
MATP	9,975	30.7	32,021	30.7	52,934	22.1	-40%	PA DHS	CMS/State MA Funding
PwD	1,124	3.5	3,710	3.6	8,470	3.5	-56%	PennDOT	Proj of Stwde Signif
Other	702	2.2	2,332	2.2	12,070	5.0	-81%	Various	Various
Total	32,484	100.0	104,265	100.0	239,965	100.0	-57%		

Scheduled Trip Summary - All

	Scheduled	Cancels	No Shows	Completed	% Cancel	% No Show	% Completed
Q3 FY2021	47,824	12,966	2,374	32,484	27.1	5.0	67.9

Service Productivity - All

	Service Hours	Rev Hours	Psngr Trips	PT/Rev Hr	Sched Eff
Q3 FY2021	49,141	37,542	104,265	2.78	4.11

Riders by Fare Zone - All			Q3 FY2021	
Zone	Full Fare	Rider Copay	Trips	% of Trips
Base	\$ 29.35	\$4.40	16,755	51.3%
2	\$ 35.35	\$5.30	11,069	33.9%
3	\$ 41.35	\$6.20	4,859	14.9%
Total			32,683	100.0

Trip Pattern Statistics - All Passengers

Program	Q3 FY2021			FY2021 YTD			FY2020 YTD			% Change		
	Average Length			Average Length			Average Length			Average Length		
	Miles	Minutes	Serv Speed	Miles	Minutes	Serv Speed	Miles	Minutes	Serv Speed	Miles	Minutes	Serv Speed
ADA	10.4	37.8	16.5	10.0	36.3	16.6	14.1	56.5	14.9	-29%	-36%	11%
Lottery	7.7	32.5	14.2	8.5	34.6	14.8	10.0	42.4	14.2	-15%	-18%	4%
MATP	8.4	32.7	15.4	9.0	34.4	15.7	9.5	37.5	15.3	-6%	-8%	3%
PwD	16.4	43.7	22.6	15.4	44.6	20.8	15.4	47.7	19.3	0%	-7%	7%
Other	14.3	42.4	20.3	15.5	48.4	19.3	23.3	83.2	16.8	-33%	-42%	15%
Total	9.0	34.4	15.7	9.5	35.7	15.9	12.2	48.4	15.1	-22%	-26%	6%
	LANtaBus Figure		12.9	LANtaBus Figure		12.8	LANtaBus Figure		12.8			

Duration of Trips (in minutes) - Q3 FY2021

	<30	40	50	60	70	80	90	100	110	120	>120	Total
Total	19,627	3,350	2,359	1,552	1,150	836	648	515	433	392	82	30,944

Total Trips 30 mins or less	19,627
Percent Trips 30 mins or less	63%
Total Trips 90 mins or less	29,522
Percent Trips 90 mins or less	95%
% ADA Trips within Fixed Route Equivalent	87%
% ADA Trips within 110% of FRE	100%

Pick Up & Drop Off (Trips Ends) On Time Performance - Clients - Q3 FY2021

Funding Programs	>(30)	(30)	(15)	(10)	(5)	-	5	10	15	30	45	60	75	90
Total	152	1,176	1,306	1,753	2,632	3,606	3,922	4,715	7,423	1,540	282	44	14	17

Data for Trip Ends

	Q3 FY2021	FY2021 YTD
W/in On Time Window	25,357	31,656
Percent in Window	89%	73%
On Time & Early	26,685	41,711
Percent On Time or Early	93%	97%
Ends with no Promised Time	27,568	135,658
Total % On Time & Early	97%	99%
LANtaBus On Time	70%	69%

Call Center Report

	Q3 FY2021	Avg/Month
Average call wait times		0:51
Calls in	26,659	8,886
Calls answered	23,720	7,907
% Calls answered	89%	-
Average length of calls		
< 3	23,392	98.6%
3 < 5	328	1.4%
5 < 10	-	0.0%
> 10	-	0.0%

Complaints Received

	Q3 FY2021		Q3 FY2020	
Subject of Complaint	Number	% of Total	Number	% of Total
Late	6	7%	126	0%
Early	9	11%	11	0%
Driver Attitude	14	16%	35	0%
Care Driving/Comfort	8	9%	20	0%
Van did not show	20	24%	36	0%
Fare Disputes	3	4%	-	0%
Overcrowding	0	0%	-	0%
Trip Length	4	5%	69	0%
Other	21	25%	73	0%
Total	85	100%	370	0%
Trips per Complaint	382	-	458	-

Complaints Resolved as Valid

	Q3 FY2021		Q3 FY2020	
Subject of Complaint	Number	% of Total	Number	% of Total
Late	4	5%	66	18%
Early	8	9%	4	1%
Driver Attitude	2	2%	12	3%
Care Driving/Comfort	5	6%	22	6%
Van did not show	11	13%	8	2%
Fare Disputes	-	0%	-	0%
Overcrowding	-	0%	-	0%
Trip Length	3	4%	22	6%
Other	11	13%	29	8%
Total	44	52%	163	44%
Trips per Valid Complaint	738	-	640	0

LANtaBus ADA Related Complaints – Jan - Mar 2021

Issue	Response	Determination
January		
Disability Pass	Driver did not allow rider to buy a \$1 Reduced Fare Disability Day Pass by showing a Medicare Card. Medicare Cards are not accepted for senior free fare, but can be used to by a Disability Day Pass. Driver was coached on the policy.	Valid
February		
None		
March		
None		

Total Number of Complaints	1
Total Deemed Valid	1
Total Deemed Not Valid	0
Total Deemed Inconclusive	0
Passenger Trips per Valid or Inconclusive Complaint	657,172
Percent Trips with Valid or Inconclusive Complaint	0.000002%